CITY COUNCIL WORK SESSION

Wednesday, June 17, 2020

265 Strand Street, St. Helens, OR 97051

www.ci.st-helens.or.us

Welcome!

All persons planning to address the Council, please sign-in at the back of the room. When invited to provide comment regarding items not on tonight's agenda, please raise your hand to be recognized, walk to the podium in the front of the room to the right, and state your name only. You are not required to give your address when speaking to the City Council. If you wish to address a specific item on the agenda, you should make your request known to the Mayor as soon as possible before the item comes up. The Council has the authority to grant or deny your request. Agenda times and order of items are estimated and are subject to change without notice.

1. **1:00 P.M. - Call Work Session to Order**

2. **Visitor Comments - Limited to five (5) minutes per speaker**

3. **Discussion Topics**

   3.A. Employee Length of Service Award
   03a. 061720 Memo to Council re LOS Award.pdf

   3.B. Annual Insurance Report - Chris Iverson of Hagan Hamilton Insurance

   3.C. Annual Report from Planning Commission/Historic Landmarks Commission - Jacob
   03c. PC Report to Council (2020 FINAL).pdf

   3.D. Associate Planner Report - Jenny

   3.E. Review Council Goals and Projects

   3.F. Review LOC's List of Legislative Priorities - John
   03f. LOC 2021 Leg Priority Ballot - Final.pdf

   3.G. Set Activities for Public Works Director Recruitment Process - Kathy
   03g. 061720 CAS - PW Director Recruitment.pdf

The St. Helens City Council Chambers are handicapped accessible. If you wish to participate or attend the meeting and need special accommodation, please contact City Hall at 503-397-6272 in advance of the meeting.

Be a part of the vision...get involved with your City...volunteer for a City of St. Helens Board or Commission!
For more information or for an application, stop by City Hall or call 503-366-8217.

3.H. Discuss Recommendations regarding OLCC Licensing and Support for Local Businesses - Tina

4. **Department Reports**

4.A. Library Department Request
04. CAS - Library Air Purification System Request.pdf

4.B. Public Works Department Report
04. PW Dept Report.pdf

5. **Other Business**

6. **Adjourn**

Executive Session -

Following the conclusion of the Council Work Session, an Executive Session is scheduled to take place to discuss:

- *Real Property Transactions, under ORS 192.660(2)(e); and*
- *Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h).*

Representatives of the news media, staff and other persons as approved, shall be allowed to attend the Executive Session. All other members of the audience are asked to leave the Council Chambers.

Zoom Meeting Options -

Join Zoom Meeting: https://zoom.us/j/98389831101
Meeting ID: 983 8983 1101
Dial by your location: 1 253 215 8782

LENGTH OF SERVICE AWARD PROGRAM

To: Mayor and City Council

From: Kathy Payne, City Recorder

Date: June 17, 2020

I am happy to announce that we have one employee who has reached a milestone in his employment with the City of St. Helens. The following individual will receive a certificate and pin at the June 17 Council work session.

5 Years

After serving as a Reserve Patrol Officer, **Dylan Gaston** was hired as a Patrol Officer in 2015, where he continues to serve.

Congratulations, **Dylan**, and **thank you** for your service!

CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: City Council
FROM: Jacob A. Graichen, AICP, City Planner
RE: Planning Commission Annual Report
DATE: May 13, 2020

This report covers Planning Commission activities from June 2019 through May 2020. The Planning Commission discussed this report at their May 12, 2010 meeting.

Number of meetings: 10 (last year 11)

Note that April 2020 was not cancelled due to nothing for the agenda, rather, as a reaction to the COVID-19 epidemic and social distancing efforts.

Number of public hearings (a continued hearing is counted separately): 18 (last year 20)

Acceptance Agenda Items: 12 (last year 22)

For administrative land use actions that are more significant (e.g., Site Design Review) the Commission motions to formally accept the decisions or otherwise. This is a check and balance of sorts.

Planning Director Decisions: 54 (last year 72)

For lesser administrative land use actions (e.g., Home Occupations, Sign Permits, Temporary Use Permits), the items from the last month are included on the agenda to facilitate discussion and query usually for clarification purposes or to address concerns.

Note that Type I Home Occupations went away towards the end of 2018. Last year's report included some of 2018 when we were still processing Type I's. The comparison of last years number to this year's is reflective of that.

Discussion Items/Workshops: 11 (last year 10)

Items included (in no particular order): CLG Historic Preservation grant funding and scoring criteria discussion, development code amendments, term expirations, chair/vice chair selection, end of year summary report, accessory structures, Bennett Building (City owned) façade work, and review of ORD No. 3250 for historic landmarks, annual report to Council, and Planning Commission Interview Committee recommendation.

Architectural review: 2 (last year 2)

Certain proposals within the Riverfront District require architectural review.

Projects in process: The Commission discussed the floodplain and accessory structure amendments that are currently in process.

Future projects/plans: The Commission is largely reactionary in that it reviews things as they come. Code amendments for housing and related issues are anticipated to be issues on the Commission's horizon.

****What can the Council do to support the Commission?**** The Commission said they would like an in-person work session sometime in the future to discuss long range planning issues, housing, riverfront development and such. In person is preferred over Zoom or another virtual meeting medium.

June 5, 2020

Dear Chief Administrative Official:

For the past three months, seven policy committees have been working to identify and propose specific actions as part of the LOC's effort to develop a pro-active legislative agenda for the 2021 session. They have identified legislative objectives as set forth in the enclosed ballot and legislative recommendation materials. These objectives span a variety of issues and differ in the potential resources required to seek their achievement. Therefore, it is desirable to prioritize them in order to ensure that efforts are focused where they are most needed.

While the attached ballot reflects the top policies developed in each of the policy committees, each undertook a broad look at a range of issues impacting cities. Many issues reflect the LOC's ongoing mission to support cities' work and their home rule authority to develop and use a variety of tools to meet the needs of residents. Each city is being asked to review the recommendations of the policy committees and provide input to the LOC Board of Directors as it prepares to adopt the LOC's 2021 legislative agenda. After your city council has had the opportunity to review the proposals and discuss them with your staff, please return the enclosed ballot indicating the top four issues that your city council would like to see the LOC focus on during the 2021 session. **The deadline for response is August 7, 2020.** The board of directors will then review the results of this survey of member cities, along with the recommendations of the policy committees, and determine the LOC's 2021 legislative agenda.

Your city's participation and input will assist the board in creating a focused set of specific legislative targets that reflect the issues of greatest importance to cities. If you have individual questions about the ballot topics do not hesitate to reach out to committee members who serve on the seven policy committees. Thank you for your involvement, and thanks to those among you who gave many hours of time and expertise in developing these proposals.

Do not hesitate to contact me or Jim McCauley, Legislative Director, with additional questions.

Sincerely,

Mike Cully
Executive Director

Jim McCauley
Legislative Director

1201 Court St. NE, Suite 200, Salem, OR 97301-4194 • 503-588-6550 • 800-452-0338 • fax: 503-399-4863 • www.orcities.org

INSTRUCTIONS

Each city should submit one form that reflects the consensus opinion of its city council on the **top four** legislative priorities for 2021. Here are the ways to submit your ballot. **Ballots in any form must be submitted by August 7, 2020.**

1. Fill out the online survey that has been sent to your city's chief administrative official; or

2. Fill out the attached hard copy form and return it to the LOC at the address or fax number provided below. Simply place an **X or check mark** in the space to the right of the city's top four legislative proposals. The top four do not need to be prioritized.

   Return hard copy ballots to:

   Jenna Jones
   League of Oregon Cities
   1201 Court St. NE, Suite 200
   Salem, OR 97301
   Fax – (503) 399-4863
   jjones@orcities.org

Thank you for your participation.

City of: _____

Please mark 4 boxes with an X or check mark that reflects the top 4 issues that your city recommends be added to the priorities for the LOC's 2021 legislative agenda.

Legislation

A. Beer and Cider Tax Increase	
B. Broadband Infrastructure and Technical Assistance Funding	
C. Building (Reach) Code – Energy Efficiency Local Option	
D. COVID-19 Economic Recovery Investments	
E. Digital Equity and Inclusion	
F. Expedited Siting for Shelter and Affordable Housing	
G. Green Energy/Renewables – Expanded Local Option	
H. Housing and Services Investment	
I. Increased Budgetary Flexibility During Budgetary Emergency	
J. Infrastructure Financing and Resilience	
K. Local Climate Action Planning Resources	
L. Local Energy Generation Project Support	
M. Local Speed Setting Authority	
N. Long Term Transportation Infrastructure Funding	
O. Low-Income Energy Efficiency and Affordability Programs	
P. Marijuana Tax Local Rate Limitation Increase	
Q. Mental Health Service Delivery	
R. Municipal Broadband and Municipal Pole Protection	
S. New Mobility Services	
T. Photo Enforcement Safety Cameras	
U. Property Tax Reform	
V. Reducing Wastewater Impacts from Wipes and Other "Non-Flushables"	
W. Right-of-way/Franchise Fees Authority Preservation	
X. State Highway Funds Formula	
Y. Tort Liability Reform	
Z. Water Utility Rate and Fund Assistance	

In addition to your ranking of the priorities shown above, please use this space to provide us with any comments (supportive or critical) you may have on these issues, or thoughts on issues or potential legislative initiatives that have been overlooked during the committee process.):

You are reviewing the hard copy of the ballot. There are hyperlinks in the digital copy that may provide more background information. You can find the digital version with hyperlinks by going to this web address: https://www.orcities.org/download_file/1038/0. It is best opened in Google Chrome.

A. Beer and Cider Tax Increase

Legislation:
The League proposes increasing the state taxes on beer and cider to assist with rising public safety costs, improve public health, reduce alcohol consumption by minors, and provide alcohol tax equity with wine and liquor.

Background:
Oregon's tax has not been increased since 1978 and is currently $2.60 per barrel which equates to about 8 cents on a gallon of beer. The tax is by volume and not on the sales price, meaning the tax is less than 5 cents on a six-pack. Oregon has the lowest beer tax in the country, and to get to the middle of the states Oregon would need to raise the tax to $30.00 per barrel or 54 cents per six pack (a more than 10-fold increase). Given recent challenges to the craft brewing industry tied to bar and restaurant closures it may be appropriate to delay or phase-in the increase. Cities are preempted from imposing alcohol taxes. In exchange, cities receive approximately 34% of the state alcohol revenues, but the state takes 50% of beer and wine taxes off the top prior to this distribution. Cities have significant public safety costs related to alcohol consumption, and the beer tax does not come close to covering its fair share of these costs.

Presented by the Finance and Taxation Committee

B. Broadband Infrastructure and Technical Assistance Funding

Legislation:
Seek additional state support and funding for increased broadband infrastructure deployment and technical assistance.

Background:
The deployment of broadband and telecommunications networks and services (public and/or private) throughout Oregon is critical to economic development, education, health and safety and the ability of residents to be linked to their governments. Research shows areas of the state either not served or underserved by competitive broadband technology. A significant barrier to the deployment of broadband infrastructure is funding. Cities need additional funding and support from various sources, including the state and federal government, allocated for increased or new, reliable, low latency broadband infrastructure that reaches speeds of at least 25 Mbps download and 3 Mbps upload or any updated speed standards as adopted by the FCC. Many federal grant programs require localities to have a broadband strategic plan in place before they are eligible for funds. Therefore, there is a need for funding sources to help cities with technical assistance as well as infrastructure.

Presented by the Telecom, Broadband & Cable Committee

C. Building (Reach) Code – Energy Efficiency Local Option

Legislation:
The LOC will pursue/support legislation to allow communities to adopt the Reach Code as the mandatory residential or commercial building code within the city's jurisdictional boundaries. The Reach Code would represent a building energy code that would be at least 10 percent more efficient than the statewide building code. Under this proposal, cities would be able to adopt the more efficient Reach Code or would continue to use the standard statewide building code as the base code.

Background:
Under current state law, cities are preempted from adopting local building codes. Instead, development is subject to statewide codes, including for new residential and commercial development. In 2009, legislation was passed to implement a new, optional code (Reach Code) that would allow developers to exceed statewide codes and streamline the construction of higher-performance buildings through efficiencies gained in the building exterior envelope as well as heating, ventilation, air conditioning, piping insulation and lighting. The Reach Code is optional for builders to use, but a local government can't mandate a builder to use it. This legislative recommendation would allow a city to adopt the Reach Code within their jurisdiction in order to promote additional energy efficiency for new residential and commercial structures. If a city does not wish to adopt the Reach Code, the statewide code would remain in place. The LOC Energy & Environment Committee discussed whether this recommendation would impact housing costs and believes that long-term cost savings may be gained through increased energy efficiency in newly built units. Ultimately, the decision on whether to utilize the standard code or the enhanced (Reach) code would be at the discretion of the city.

Presented by the Energy and Environment Committee

D. COVID-10 Economic Recovery Investments

Legislation:
The League will advocate for continued economic recovery strategies and investments for small business and workforce assistance in response to the economic impacts of the COVID-19 pandemic.

Background:
The COVID-19 pandemic has had a devastating impact on Oregon's small businesses and workforce. While the federal government and the state have made recent investments to support small business, these resources have yet to meet current needs and more resources will be needed to support long term economic recovery for Oregon's communities. The League will work in coordination with economic development partners to advocate for continued investments to support long-term recovery and economic development.

Presented by the Community Development Committee

E. Digital Equity and Inclusion

Legislation:
Support legislation and policies that are inclusive and equitable to all, individuals and communities, so that they have the information technology capacity needed for full participation in our society, democracy and economy.

Background:
Connectivity is crucial to modern life. It is being relied on more for how people do business, learn, and receive important services like healthcare. As technology has evolved, the digital divide has become more complex and nuanced. It is no longer about the existence of technology in certain places. Now, the discussion of the digital divide is framed in terms of whether a population has access to hardware, to the Internet, to viable connection speeds and to the skills and training they need to effectively use it. The LOC will partner with schools, healthcare, and other stakeholders to ensure technologies are relevant, available, affordable, and accessible to the diverse populous and communities of Oregon. Additionally, the LOC will advocate for digital literacy programs to help learn these new technologies.

Presented by the Telecom, Broadband & Cable Committee

F. Expedited Siting for Shelter and Affordable Housing

Legislation:
The League will pursue legislation to expedite the siting of emergency shelter and other affordable housing that follows the intent of the 2020 shelter siting bill (HB 4001) but retains more local decision making in the process. The League will pursue this priority in coordination with affordable housing partners and other land use stakeholders.

Background:
The League worked closely with city and county partners during the 2020 session to gain improvements to HB 4001, which sought to preempt all local siting and zoning regulations and the land use appeals process, for approving the siting of emergency shelters for a one-year period. HB 4001 received strong legislative support in 2020. Draft omnibus legislation for a potential future special session has included the text of HB 4001 and the League expects to see HB 4001 reintroduced in the 2021 session.

This priority will empower cities and counties to proactively introduce alternative legislation, similar to existing statute in California, which requires jurisdictions to identify places where shelters can locate instead of mandating that jurisdictions allow shelters to be sited anywhere. The California model requires cities and counties to accommodate their need for emergency shelters on sites where the use is allowed without a conditional use permit and requires cities and counties to treat transitional and supportive housing projects as a residential use of property.

Presented by the Community Development Committee

G. Green Energy/Renewables – Expanded Local Option

Legislation:
The LOC will pursue/support policies that increase local control opportunities for cities that want to establish a community-scale green energy program. This program would be optional for cities that choose to pursue it. Cities who choose to, would be allowed to adopt resolutions that would opt-in residential, commercial, and industrial customers to a voluntary renewable energy option if it is provided by an investor owned utility that serves the city and its electric customers. Under this proposed program, a city would be able to pursue a more aggressive green energy portfolio and would better position cities to meet local climate action goals.

Background:
Under current law, customers of investor-owned utilities can opt-in to voluntary renewable energy options for their customers. These options allow customers to invest in additional green energy generation. In 2019, the state of Utah passed legislation (SB 411) that allows cities and counties to opt-in to programs on a community-scale basis, while still allowing individual customers to opt-out. Under this proposal, any city within the territory of an investor-owned utility, would be able to pursue this option for community-scale renewable energy (net-100% renewable).

Presented by the Energy and Environment Committee

H. Housing and Services Investment

Legislation:
The League will support increased investments for affordable housing, homeless assistance, and related services including funding for: shelter, homeless services, case management, rent assistance, the development and preservation of affordable housing, and permanent supportive housing.

Background:
Cities large and small were facing escalating homelessness rates before the COVID-19 pandemic and the current economic downturn will only increase the number of Oregonians facing eviction or experiencing homelessness. State general fund programs like the Emergency Housing Assistance (EHA) and State Homeless Assistance Program (SHAP) have seen record investments in previous legislative sessions. The legislative emergency board also voted recently to dedicate $12M in general funds to support rent assistance and safe shelter in response to COVID-19.

Oregon's lack of available housing, high rents and high home prices are causing housing instability and homelessness to increase. The Legislature has made record investments in recent years to fund the LIFT affordable housing program and preserve Oregon's existing affordable housing infrastructure. These programs are funded through general obligation bonds and lottery backed bonds.

Permanent Supportive Housing is a key strategy for ending chronic homelessness that reduces downstream costs to public systems like public safety, emergency health care and corrections. The 2019 Legislature invested over $50M to stand up a three-pronged permanent supportive housing program that includes 1) development costs to build, 2) rent assistance to keep units deeply affordable, and 3) wrap around services that are key to ensuring residents' long-term stability. The state should continue investing in this model to bring more Permanent Supportive Housing across the state and ensure that the housing developed with the original $50M continues receive the necessary ongoing funding for rent assistance and supportive services.

Presented by the Community Development Committee

I. Increased Budgetary Flexibility During Budgetary Emergency

Legislation:
The League proposes relaxing budgetary constraints in state law so that cities may better be able to withstand revenue losses related to natural disasters and public health emergencies. These losses will inevitably force many cities to cut services and lay off staff, the legislature can reduce the effect of losses by increasing flexibility for use of funds during and after a declared emergency.

Background:
Cities anticipate a tremendous loss in revenue due to the COVID-19 pandemic. Reduced revenues already include losses to lodging taxes, gas taxes, park fees, development fees, parking fees, utility charges, and so on. Further out, there is widespread concern that there will be impacts to the real estate market going into 2021, and by extension a reduction in 2021-22 property tax revenues. Cities want maximum flexibility in using funds that are subject to statutory limitations but will negotiate terms on individual funding sources including payback requirements if necessary. This flexibility should apply during and after declared emergencies, including both the current pandemic and future natural disasters.

Presented by the Finance and Taxation Committee

J. Infrastructure Financing and Resilience

Legislation:
The League will advocate for an increase in the state's investment in key infrastructure funding sources, including, but not limited to, the Special Public Works Fund (SPWF), Brownfield Redevelopment Fund, and Regionally Significant Industrial Site loan program. The advocacy will include seeking an investment and set aside through the SPWF for seismic resilience planning and related infrastructure improvements to make Oregon water and wastewater systems more resilient.

Background:
Cities continue to face the challenge of how to fund infrastructure improvements (both to maintain current and to build new). Increasing state resources in programs that provide access to lower rate loans and grants will assist cities in investing in vital infrastructure. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments. This priority will focus on maximizing both the amount of funding and the flexibility of the funds to meet the needs of more cities across the state to ensure long-term infrastructure investment.

Presented by the Community Development Committee

K. Local Climate Action Planning Resources

Legislation:
The LOC will seek grant funding and technical assistance resources for cities to pursue, adopt or expand local climate action plans. In addition, the LOC will pursue opportunities to work with the Oregon Climate Change Research Institute (through Oregon State University) to provide cities and counties with local/regional data that can better inform the adoption and implementation of climate adaptation and mitigation at the local level.

Background:
According to the Oregon Department of Energy's 2018 Biennial Energy Report (BER), since the early 1990s, major international and U.S. scientific assessments have concluded that both climate change mitigation and adaptation efforts are necessary in response to climate change. The BER goes on to explain that adaptation is often thought of as actions "to prepare for and adjust to new conditions, thereby reducing harm or taking advantage of new opportunities or simply to reduce society's vulnerability to climate change impacts." Local climate action plans, adopted by cities or counties, can help communities better understand how climate change will impact their communities, and can provide localized solutions to help mitigate against the impacts of climate change. The LOC is aware of fourteen cities that have adopted local climate action plans. There are other cities that are interested in doing the same but that do not have the financial and/or staffing resources that are necessary.

Presented by the Energy and Environment Committee

L. Local Energy Generation Project Support

Legislation:
The LOC will support/pursue funding, technical assistance and other tools that make local energy generation more feasible for cities to pursue.

Background:
Local energy generation projects can better position cities to pursue and achieve local climate action goals, address capacity constraints of existing electric transmission lines, and can help cities respond to individual businesses that may be seeking green energy options. The types of local energy generation projects discussed by the committee include, but are not limited to, small-scale hydropower, in-conduit hydropower, methane capture, biomass and solar. Such projects are not intended to conflict with existing low-carbon power purchase agreements but can position cities to pursue local climate action goals and supplement energy needs through renewable generation. Under this recommendation, the LOC will work to identify barriers and potential solutions to local energy generation and will pursue funding assistance for feasibility studies and project implementation.

Presented by the Energy and Environment Committee

M. Local Speed Setting Authority

Legislation:
Support legislation that provides legislative authority for ODOT to delegate local speed setting authority to Oregon cities that meet state criteria. I Improve safety and speed limit consistency in Oregon cities by establishing a clear delegation process that is consistent with recently adopted statewide speed zone rules. (OAR 734-020-0014, 734-020-0015, and 734-020-0016). This will be permissive legislation allowing cities to opt-in and thus will not be a mandate.

Background:
The state of Oregon and cities across the state are all committed to improving safety on our streets. National and international research has shown that setting appropriate speed limits on city streets is a critical tool for improving safety and saving lives. During the 2020 legislative session, HB 4103 gained widespread support for setting up a collaborative process with ODOT and cities that opt into a process for gaining local speed setting authority. Despite strong support, HB 4103 did not pass due to the legislative clock running out. Going forward, LOC will work with safety advocates and cities and use HB 4103 from the 2020 session as a template for legislation in 2021. Delegated authority should be made available to all cities that meet ODOT's criteria; participation by cities is permissive (not required). Cities should be able to determine speeds that are adequate and safe for their communities, working within the OAR speed zone framework. This will improve safety and make speed setting more consistent across local government jurisdictions.

Presented by the Transportation Committee

N. Long Term Transportation Infrastructure Funding

Legislation:
Support expansion and consideration of revenue-generating options to fund multimodal transportation infrastructure, which includes state and local facilities. Support state and local projects that are part of the Statewide Transportation Improvement Program.

Background:
Oregon has made two significant state-wide transportation investments in the last 15 years. In 2009 the Jobs and Transportation Act (JTA). This was a successful effort from local governments and the business community to invest in maintenance and capacity building projects state-wide. In 2017, HB 2017 established Oregon's first ever comprehensive, multimodal, transportation investment with what is known as "Keep Oregon Moving," which was a $5.3 billion package. Although HB 2017 will not have its full funding until 2024 LOC and other transportation advocates will need to constantly explore other sources of revenue including a possible future replacement of Oregon's gas tax with a road user charge system. Oregon has been pioneering a vehicle miles traveled (VMT) tax within the MyOReGo pilot program. The program is voluntary and can provide several benefits to users. Ultimately the long-term structure for transportation investment may well take on a similar structure.

Presented by the Transportation Committee, endorsed by the Community Development Committee

O. Low-Income Energy Efficiency and Affordability Programs

Legislation:
The LOC will provide support for programs that seek to expand upon low-income energy and heating assistance programs, including programs targeted to make energy more affordable for rental properties. In addition, the LOC will work to support programs that provide for energy bill payment assistance and expand opportunities for low-income Oregonians to access resources for home weatherization.

Background:
According to Oregon Housing & Community Services, approximately 396,182, or about 25 percent of all households, are considered energy-burdened because of their energy-related expenditures (as of 2018). A household is considered energy burdened if six percent or more of its gross income is consumed by energy-related expenses. In recent years, legislation has been introduced in Oregon that would have provided additional assistance to low-income homeowners and renters that struggle with energy affordability. Unfortunately, legislation did not pass. The need for such assistance has increased as a result of the economic hardships resulting from COVID-19. In addition to bill payment assistance, there is a need for programs that will support low-income home weatherization in order to make energy bills more affordable in the long-term.

Presented by the Energy and Environment Committee

P. Marijuana Tax Local Rate Limitation Increase

Legislation:
The League proposes increasing the current 3% cap on local marijuana taxes. This would give local voters greater choice in choosing a rate that reflects their needs or their community.

Background:
Retailers licensed by the Oregon Liquor Control Commission (OLCC) are required to charge a state-imposed retail sales tax of 17 percent for all recreational marijuana sold. Cities and counties (unincorporated areas only) may also impose a local retail sales tax of up to 3%, subject to voter approval. Tax rates for recreational marijuana vary widely across the states, but the total Oregon tax burden at a maximum of 20% is the lowest of West Coast states. Washington imposes a 37% state excise tax, but with a state sales tax of 6.5% and local rates of up to 1.9% the total rate can reach over 45%. California has a retail tax of only 15%, but with a state sales tax of 7.5% and local taxes up to 15.25% the total rate can reach up to 37.75%. Oregon consistently ranks among the lowest of the states for marijuana prices. Cities are sensitive to the desire to not push consumers to the black market and will work with the legislature on an increased cap that balances that concern with local revenue needs.

Presented the Finance and Tax Committee

Q. Mental Health Service Delivery

Legislation:
Support the delivery of mental health services in order to reduce negative police interactions and ensure that those in need receive the help they require.

Background:
The Committee and the LOC membership have prioritized the delivery of mental health services periodically over the last 5 years. Items contained in this priority have included crisis intervention training for police officer, mobile police and social worker teams to proactively work with people in danger of going into crisis, jail diversion, mental health courts and greater access to care. In the immediate past short session, the LOC worked with its coalition partners to obtain $9 million in additional funding for aid-and-assist, community care and jail diversion but was unsuccessful due to a lack of quorum.

While the measurements are subjective and not in general agreement, most surveys of behavioral health and alcohol and drug addiction service availability place Oregon near or at the bottom of state rankings. As a result, Oregon ranks third in the nation for alcohol related deaths, and above the national average in suicides. Anecdotally, most police chiefs that have participated in LOC conversations on this topic report a growing number of calls for service stemming from people in mental health crisis. The COVID-19 pandemic has exacerbated some of these issues with Portland Police Bureau reporting a 41% increase in suicide related calls (including attempts and threats) over this time last year. This priority would include but not be limited to:

Investment: The stark truth is that Oregon has never financially supported mental health services at a level commensurate with need. More beds and more capacity will allow for greater delivery. The spending plan may be complicated but many advocates bristle at the idea of "mental health reform" when it's never been funded as a priority. The League does not have a specific number at this time but is in conversation with partners to develop one.

Decimalization of Mental Illness: People suffering from mental illness that interact with the criminal justice system typically spend more time incarcerated and suffer a disruption in treatment. Jail diversion has been something the League has advocated for in previous sessions and but will require changes in law, training and investments.

Workgroups Outcomes: There are currently several workgroups developing behavioral health reform plans that have yet to be completed, much of that work has been interrupted by COVID 19. LOC staff can update the Committee on these their work continues but cannot make recommendations on them now.

Alcohol Availability: The prevalence of cheap and potent alcoholic beverages that are produced and sold for the express purpose of achieving rapid intoxication has been a concern for Oregon Recovers, an advocacy group for those recovering from addiction. OLCC sells several 750 ml bottles for under $10 and some as low as $5. Creating a minimum price per international unit of alcohol has had an impact on consumption of cheap, potent beverages in Scotland and is believed to have had an impact on consumption there. Raising the price of low cost but high-volume products would also increase city shared revenue and provide additional funding for behavioral health services.

Mental Health Parity: Oregon and the federal government have enacted statutes to ensure that mental health services are treated as a health issues in a manner identical to physical health by health insurers. The legislative intent behind these laws has not been met as evidence by reports of denied coverage. Ensuring effective parity would increase treatment an access.

Presented by the General Government/Human Resources Committee, endorsed by the Community Development Committee

R. Municipal Broadband and Pole Protection

Legislation:
Oppose legislative efforts to restrict existing municipal authority to provide broadband services, and own and operate poles in the rights-of-way.

Background:
As the public grows more dependent on the Internet for expanding parts of their lives, community choices for gaining access at a reasonable price, for both consumers and producers, are dwindling. Some municipalities choose to become service providers themselves. Municipal broadband is sometimes the only way to bring high speed internet to a community and it can serve as an access point to neighboring communities. Additionally, municipal broadband adds competition to the market and can help lower prices for community members. As there is a push for more connectivity and bridging the digital the divide, the LOC will protect localities rights to be internet service providers for their own communities. Additionally, as more and more small cell and 5G technology is deployed in the rights-of-way, the LOC will protect the right of municipalities to own, operate and regulate attachments that are allowed on their poles.

Presented by the Telecom, Broadband & Cable Committee

S. New Mobility Services

Legislation:
Support for a variety of new mobility services that promote a safe, sustainable, and equitable multimodal transportation system, while preserving local government's authority to regulate services and ensure they best serve the local context.

Background:
Transportation mobility has been rapidly changing over the last few years. The emergence of ridesharing services such as Transportation Network Companies (TNCs) now provide the public with more options to get from point "a" to point "b." New platforms continue to emerge such as scooters, shared bikes, electric delivery tricycles for package delivery and the possibility of future driverless delivery and vehicle fleets. Cities must have the flexibility to address the impacts of emerging technologies on their communities such as increased congestion and air pollution while protecting consumers and maintaining a safe transportation network that recognizes the unique needs of individual communities.

Presented by the Transportation Committee

T. Photo Enforcement Safety Cameras

Legislation:
Support continuation and expansion of fixed speed and red-light cameras and mobile speed radar state-wide to improve public safety in high-crash corridors. Explore changes that enable more streamlined processing of citations. Allow for local governments to form IGA's with other local governments to facilitate the use of safety cameras and mobile radar in their communities.

Background:
The Oregon Transportation Safety Action Plan sets a goal of no deaths or life-changing injuries on Oregon's transportation system by 2035. In 2015, the Oregon Legislature granted the city of Portland the authority to implement a fixed speed safety camera program (HB 2621). Portland's fixed speed camera systems have been operating on "urban high crash corridors" for the past several years. Data collected at these locations shows a distinct change in driver behavior that has reduced the risk of collisions (See PBOT Report). Under existing statutes, photo radar is allowed in the cities of Albany, Beaverton, Bend, Eugene, Gladstone, Medford, Milwaukie, Oregon City, Portland and Tigard. LOC's goal is to bring this authority state-wide providing all cities with the choice of operating speed radar in their communities to improve safety and reduce the risk of high-speed crashes.

Presented by the Transportation Committee

U. Property Tax Reform

Legislation:
The League of Oregon Cities proposes that the Legislature refer a constitutional measure and take statutory action to reform the property tax system as part of the 2021 session. With the passage of the Corporate Activities Tax Oregon has taken a step towards long term financial stability at the state and school district level, but local budgetary challenges persist and the legislature must take action to allow cities and other local governments to adequately fund the services that residents demand.

Background:
The property tax system is broken and in need of repair due to Measures 5 and 50, which are both now over 20 years old. The current system is inequitable to property owners and jurisdictions alike, is often inadequate to allow jurisdictions to provide critical services, removes all local choice, and is incomprehensible to the majority of taxpayers. Local governments and schools rely heavily on property tax revenues to pay for services and capital expenses. Therefore, the League will take a leadership role in forming coalitions to help draft and advocate for

both comprehensive and incremental property tax reform option packages. The League will remain flexible to support all legislation that improves the system, with a focus on a property tax package that includes, but may not be limited to these elements:

- To restore local choice, a system that allows voters to adopt tax levies and establish tax rates outside of current limits and not subject to compression (requires constitutional referral).
- To achieve equity, a system that has taxpayers' relative share tied to the value of their property, rather than the complex and increasingly arbitrary valuation system based on assessed value from Measure 50 (requires constitutional referral).
- To enhance fairness and adequacy, a system that makes various statutory changes, some of which would adjust the impact of the above changes. For example, as a part of comprehensive reform the League supports a new reasonable homestead exemption (percentage of RMV with a cap) but also supports limiting or repealing various property tax exemptions that do not have a reasonable return on investment.

Presented by the Finance and Tax Committee, endorsed by the Community Development Committee

V. Reducing Wastewater Impacts from Wipes and Other "Non-Flushables"

Legislation:
The LOC will work with other stakeholders, including the Oregon Association of Clean Water Agencies address challenges resulting from wipes and other non-flushable items. Legislation pursued will likely focus on requirements for manufacturers to clearly label product packaging to indicate that the product should not be flushed, however, the LOC will additionally explore other viable opportunities to address the public health, environmental and economic challenges resulting from improper disposal of these products.

Background:
In recent years, public wastewater systems have experienced significant increases in sewer line clogs, environmental impacts, infrastructure impacts and costs associated with wipes being flushed down toilets. Most wipes don't break down when flushed, and even wipes that are labeled as "flushable" can clog pipelines and pumps and can cause sewage overflows in residences and the environment. The COVID-19 pandemic has made this challenge even worse due to shortages of toilet paper and increased use of disinfecting wipes. The EPA and other national organizations, as well as statewide and local wastewater agencies, are working to get the message out to avoid costly as well as environmental impacts of wipes in our sewer and treatment systems. In March of 2020, the state of Washington passed legislation requiring manufacturers to label products with a "do not flush" logo if the product does not meet national "flushability" standards (i.e. breaking down in the sewer system).

Presented by the Water/Wastewater Committee

W. Right-of-Way/Franchise Fees Authority Preservation

Legislation:
Oppose legislation that, in any way, preempts local authority to manage public rights-of-way and cities' ability to set the rate of compensation for the use of such rights-of-way.

Background:
In its commitment to the protection of Home Rule and local control, the LOC consistently opposes restrictions on the rights of cities to manage their own affairs. From time to time, in the context of public rights-of-way management authority discussions, legislative proposals to restrict this authority arise. Efforts to restrict local authority often include proposals for a statewide right-of-way access policy and compensation system as well as limiting the ability of cities to charge fees of other government entities. This is contrary to local government management authority; the ability to enter into agreements with users of the right-of-way either by agreement/contract or ordinance; to set terms of right-of-way use and to set the rate of compensation. In recent

years the FCC has passed rulemaking through various orders like the Small Cell Orders (FCC 18-133 and FCC 18-111) and the Cable Franchising Order (FCC 19-80) that erode cities' right-of-way and franchising authority. Local governments around the U.S. are fighting these orders in court. There is a fear that the language of these orders will be codified in state legislatures. This would mean if the orders are overturned in court at the federal level, they will still impact cities in states that have passed laws codifying the orders.

Presented by the Telecom, Broadband & Cable Committee

X. State Highway Funds Formula

Legislation:
Consider opening the state highway fund distribution formula to allow for an additional percentage to cities. Currently the split is 50-30-20 with the State receiving 50%, Counties receiving 30% and the balance going to Cities 20%.

Background:
Oregon has had a distribution formula for the state highway fund for decades. This fund combines the revenues generated from the state's gas tax, weight-mile tax on heavy trucks, licenses, fees, and bond proceeds. Approximately 77 percent of the total revenue collected by Oregon Department of Transportation (ODOT) is from state sources, while only 23 percent comes from federal sources. During the 2017 session base level funding for the least populated counties was established along with a $5 million-dollar small city fund for cities under 5,000 in population with a maximum award of $100,000 and no match requirement. LOC will engage with other transportation interests to determine if there is adequate support to advance legislation that would revisit the current 50-30-20 distribution.

Presented by the Transportation Committee

Y. Tort Liability Reform

Legislation:
COVID-19 and existing federal court decisions have added risk exposure to cities in areas where their authority has been limited or have not received adequate support. This priority seeks to ensure that cities are not held liable in these areas.

Background:
CIS has already had a COVID related claim filed against it for a COVID related exposure. While there may be many legitimate reasons for a person to seek damages related to the outbreak, local governments have been hampered by inadequate supplies of PPE, testing capability, direct financial support, and legislative relief.

Additionally, the Boise decision that prevents cities from enforcing no camping rules and ordinances subject cities to additional tort liability. The ruling holds that if a person has no place else to go, a city must allow them to sleep somewhere. While there is a logical basis for the core of the ruling, if a city allows a person to sleep in an area that is not designed for camping, such as a park, the person may seek damages. Please note that recreational users of parks may not seek damages due to Oregon's recreational immunity statute that were corrected in 2017.

Finally, in previous sessions, legislation has been introduced but not passed to require cities to permit shelters in areas where they may not be appropriate and "codify" the Boise decision in state law. This legislation did not include immunity from tort liability while removing city authority.

Presented by the General Government/Human Resources Committee

Z. Water Utility Rate and Fund Assistance

Legislation:
The League will work during the 2021 legislative session to provide water utility funding assistance for ratepayers that are experiencing ongoing or recent economic hardships. In addition, the LOC will work to identify opportunities for additional investments in public infrastructure, including water supply, wastewater treatment, stormwater management, green infrastructure opportunities and resilience for water systems. Finally, the LOC Water & Wastewater Policy Committee has identified a need for additional, targeted grant funding assistance that will benefit smaller communities. This includes additional funding to conduct rate studies, feasibility studies and funding to help communities comply with new regulatory requirements, including the requirement to include a seismic risk assessment and mitigation plan within regular water master plan updates.

Background:
In response to economic impacts associated with the spread of COVID-19, many of Oregon's drinking water and wastewater utility providers have offered additional assistance to ratepayers. The LOC is aware that most water utility providers have temporarily ceased water service shut offs (disconnections) for non-payment or past due bill collection during this period of economic hardship. Impacts associated with residential ratepayer revenue losses and decreased water consumption from businesses that have either closed or limited operations has resulted in revenue losses for many Oregon water utility providers. Some water utilities have outstanding debt from prior infrastructure investments and have expressed concerns that reductions in revenue may impact the ability to make the ongoing debt payments. In addition, the economic hardships that are being experienced by many Oregonians, especially in low-income and minority communities, will be ongoing; highlighting the need for additional ratepayer assistance investments that focuses on equity and our most vulnerable populations.

The LOC will work to identify funding for water utility ratepayer assistance and will work to establish a framework for the distribution of funds and will seek to ensure that this crisis does not exacerbate existing inequities, especially for Black, Indigenous, other Communities of Color and for rural Oregonians.

In addition, while COVID-19 has created unique revenue challenges for water utility providers, a key issue that most cities continue to face is how to fund infrastructure improvements (including maintaining, repairing and replacing existing infrastructure and building new infrastructure to address capacity and regulatory requirements). Increasing resources in programs that provide access to lower-rate loans and infrastructure-specific grants will assist cities in investing in vital infrastructure improvements which will also help bolster economic recovery. Infrastructure development impacts economic development, housing, and livability. The level of funding for these programs has been inadequate compared to the needs over the last few biennia and the funds are depleting and unsustainable without significant program modifications and reinvestments.

The LOC will pursue additional funding through the state's Special Public Works Fund, which provides funding assistance through Business Oregon for a variety of public infrastructure needs and will explore state bonding capacity opportunities for water-specific infrastructure needs. In addition, LOC will pursue funding for small communities that face regulatory and operational challenges. Examples of small-community funding assistance opportunities may include expanded grant opportunities through existing funding programs and additional funding assistance to help communities with regulatory compliance and engage in utility best practices, including rate studies.

Presented by the Water/Wastewater Committee, endorsed by the Community Development Committee

Acknowledgements

Thank you to all that participated in the policy committee process.

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Council Action Sheet

To: Mayor and City Council Members

From: Kathy Payne, City Recorder

Date: June 10, 2020

Subject: Public Works Director Recruitment

Background
On February 25, 2020, the City began accepting applications for the position of Public Works Director. Then the pandemic hit in March. We have continued to accept applications up through today. Now we need to decide how we are going to move forward.

Recommendation
I need the Council to decide how we will continue the recruitment process by answering the following questions:

1. How many candidates do you want to interview? We received 15 applications.

2. How do you want to conduct interviews – in person or electronically via Skype or Zoom? Maybe a first interview electronically and then top 3-5 candidates get a second one in person?

3. If in person, will the City cover travel expenses?

4. How many panels would you like to have – Council panel, staff panel, community panel? Just one panel, two panels, or all three?

5. Who do you want to be on the panel(s)?

6. If you have any specific interview questions you would like to ask, please email them to me.

7. What day(s) shall we set for interviews?

Request for Council Action

June 10, 2020

To: The Mayor and Members of the City Council

From: Margaret Jeffries, Library Director

Subject: Columbia Center Air Purification System

Recommendation:

The Library Director requests authorization to spend up to $6,500 from the Library Facility Fund for the installation of a commercial air purification system in the Columbia Center. Air purification (Photohydroionization) is used to eliminate sick building syndrome and other air quality issues. The PHI technology reduces odors, air pollutants, VOCs (chemical odors), mold spores, bacteria, and viruses.

Background:

ASHRAE, the American Society of Heating, Refrigeration and Air-Conditioning Engineers, through its Environmental Health Committee, created the Epidemic Task Force, and has issued the following statements:

Statement on airborne transmission of SARS-CoV-2: Transmission of SARS-CoV-2 through the air is sufficiently likely that airborne exposure to the virus should be controlled. Changes to building operations, including the operation of heating, ventilating, and air-conditioning systems, can reduce airborne exposures.

Statement on operation of heating, ventilating, and air-conditioning systems to reduce SARS-CoV-2 transmission: Ventilation and filtration provided by heating, ventilating, and air-conditioning systems can reduce the airborne concentration of SARS-CoV-2 and thus the risk of transmission through the air. Unconditioned spaces can cause thermal stress to people that may be directly life threatening and that may also lower resistance to infection. In general, disabling of heating, ventilating, and air-conditioning systems is not a recommended measure to reduce the transmission of the virus.

PUBLIC WORKS MEMO

To:	The Mayor and Members of City Council
From:	Sue Nelson, Interim Public Works Director
Date:	17 June 2020
Subject:	May Public Works Department Activity Summary

Engineering

1. Completed construction of new waterlines on N. 7th, N. 9th, & N. 11th Streets.
2. Received engineered plans to review for two new public improvement projects.
3. Received bids and awarded the contract for the annual street striping project.
4. Started work on the 2020 Sanitary Sewer Rehabilitation Project.
5. See complete report.

Parks

In addition to mowing, general parks maintenance, watering street trees, and collecting garbage:

1. Still mowing!
2. Completing repairs and improvements to restrooms while they remain closed due to COVID.
3. Continue to disinfect common areas as much as possible.
4. Repaired vandalized gate at McCormick Park ballfields.
5. See complete report.

Public Works Operations & Maintenance

1. Completed a difficult tree removal on S. 12th Street that was damaging 2 water meters & services.
2. Continuing to work on improving Hwy 30 landscape strip.
3. Completed a storm drain project for the Gable Road project.
4. Finished painting and other work at Library; worked on court improvements for about 2 weeks.
5. Serviced and/or made repairs on 48 vehicles and/or equipment.
6. Responded to 6 after-hours call outs.
7. See complete reports.

Water Filtration Facility

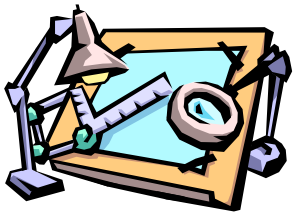
1. Produced 38.9 million gallons of filtered drinking water, an average of 1.25 million gal/day.
2. Completed replacement of finished water tubing.
3. Flushed rack headers with assistance from PW staff; removed a damaged filter module.

Waste Water Treatment Plant

1. Maintenance and cleaning of SolarBees.
2. Ordered new chlorine pump to replace failed unit.
3. Sent samples from Cascades to lab.
4. Completed copper background level sampling from the river.
5. See complete report.

Engineering Department Status Report

9 June 2020



The restrictions implemented in March by the City, County, and State due to the COVID-19 pandemic continue to remain in place. Although contractors and Public Works employees continue to work, various safety precautions have been instigated including social distancing, restricting the number of people that can be in a vehicle, increased frequency of hand washing, mandatory hand sanitizer in vehicles, also have soap and clean water available on job sites if possible or required if hand sanitizer is not available. Private contractors and City employees are required to follow these rules.

In addition to the above requirements, the staff at the City Shops remain working a staggered schedule to reduce the number of people that are in the building before each shift and during breaks and lunch. This makes it possible for them to maintain social distancing protocols. The WWTP staff is working an altered schedule to reduce the amount of time that they would be in close proximity to each other since they are working within a lab and/or office environment more frequently than the Operations staff at the Shops and at the Parks Department.

DEVELOPMENT PROJECTS

Rainshadow Labs Expansion

No new activity with this project.

BUILD Grant

The BUILD Grant application has been submitted. Now we wait for the results.

Greystone Estates Subdivision

The majority of the infrastructure has been completed and the contractor has been testing and performing final inspections. Once the underground utilities have been certified, they can pave.

St. Helens Place Apartment Project

The public improvements have been completed for this project. The Developer continues to move rapidly on the remainder of the apartment buildings.

Brayden Street Storage Building

The Developer of the St. Helens Place Apartments has received approvals to construct a storage building at the southeast corner of Matzen and Brayden Streets for use by the apartment tenants. Frontage upgrades on both streets will be required including sidewalks and storm drainage. Preliminary plans have been submitted and are currently being reviewed.

Hanna's Place Development

The Project Engineer is waiting to finalize the project until some last-minute details are completed.

N. 9th & Wyeth Street Development

The paving has been completed, which completes the required public improvements for this 4-lot development.

Control Solutions Development at McNulty & Industrial Way

The plans have been approved for the public improvements, which include street frontage improvements and a new storm drainage system. Work is expected to begin in mid-June with about a 2 month construction schedule.

Potential New Retail Store at Violette's Villa Property

Plans for the public improvements have not yet been submitted.

St. Helens Industrial Business Park Development
Participated in planning meetings for the master plan development of the St. Helens Industrial Business Park Development

STREET AND TRANSPORTATION PROJECTS
Gable Road Improvement Project
Paving of the north side of the right-of-way was recently accomplished and the Contractor is prepping the south side for anticipated paving in mid-June.

N. Vernonia Road Sidewalk Project
The final review was completed and the plans returned to the design engineer for revisions. Once complete, the project is expected to go out to bid. Funding for this work is approximately half from the Oregon Surface Transportation Block Grant Fund Exchange Program and half from System Development Charges.

Columbia Boulevard Sidewalk Safe Routes to School Grant Project
Preliminary plans are being prepared by the Design Engineer.

Annual Striping Project
Issued a request for quotes, received requested quotes, and awarded the annual bid for the long-line street striping to Apply-A-Line Inc.

WATER SYSTEM PROJECTS
2MG Reservoir Rehabilitation Project
The Contractor is reviewing proposals from two different lining companies to install the alternate liner product at no cost to the City.

N. 7th, N. 9th, and N. 11th Waterline Improvements Project
This project is now complete.

SANITARY SEWER AND STORM DRAIN SYSTEM PROJECTS
2020 Sanitary Sewer Rehabilitation Project
The Contractor has been making progress on this work to repair and/or replace various portions of the sanitary sewer main and manholes at multiple locations.

Sanitary Sewer and Storm Drain Master Plan Project
The selected consultant, Keller and Associates, is finalizing their scope to include all aspects of the master plan updates that the City is requiring, and eliminating tasks that are unnecessary. Engineering staff has been working with them closely to refine the final scope of work.

Columbia Boulevard Sanitary Sewer Extension
A property owner has proposed to extend the public sanitary sewer at the intersection of Gable Road and Columbia Boulevard, approximately 400 feet northerly up Columbia to a location where his property can be served by the public system. They have submitted plans that involve crossing an existing storm culvert that the County is planning to replace within the next year. Plan review is on hold until the County has determined the final grade and location of the new culvert to ensure there are no conflicts between the two utilities.

MISCELLANEOUS PROJECTS AND ACTIVITIES
Blazers Moda Assist Program
Although we were fortunate enough to win this grant, the final amount is not yet known due to the impacts of COVID-19 on the NBA season. When we learn of the total grant amount, we will use those funds to purchase all-inclusive playground equipment to augment the new play structure for McCormick Park.

Right-of-Way and Construction Permits
There were four permits issued in May – 1 for a sidewalk repair; 1 to Comcast for a new service; and 2 for plan reviews of public improvements.

Miscellaneous Projects
Continuing to work with Planning, Parks, and Public Works staff to implement various improvements in the Parks and improve the Highway strip landscaping.

Management staff has spent a considerable amount of time discussing and implementing the COVID-19 protocols. There has been a lot of coordinating with various departments to ensure the safety and well-being of all of our employees to the best of our capabilities.

Conducted interviews for the open Water Filtration Facility Supervisor position.

Training Workshops and Committee Meetings
Participated by video in the monthly Columbia County Traffic Safety Commission meeting.

Participated by video in the monthly Parks & Trails Commission meeting. Working with the various Friends of parks volunteer groups to implement their projects, such as installing kiosks, benches, and signage at Dalton Lake Nature Preserve and additional signage for Nob Hill Nature Park.

Parks Department for May 2020

Daily duties were performed which include: restocking portable restrooms, garbage pickup, mowing, and general parks maintenance.

Reminder that the Parks Staff is currently down one position that has not been filled, and we are unable to hire the usual group of temporary summer workers. Additionally, the community service workers are not able to assist due to COVID-19 restrictions. There is likely a noticeable reduction of overall parks maintenance due to the lack of staffing.

Still mowing, mowing, mowing

Painted inside the lower McCormick Park restrooms

Repaired the fence at the former Boise park

Readied the new auto-locking doors to be installed at Columbia View Park restrooms

Repaired mowers

Refilled all 18 dog dispensers at various locations throughout town once a week or as needed

Fertilized areas of McCormick Park

Watered the street trees

Picked up limbs at 6th Street Park

Repaired a dog bag dispenser at the waterfront

Prepped for painting the floors at the McCormick Park restrooms

Moved a porta-potty to the storage yard

Hauled debris to the tree farm

Repaired the gate at the ballfields at McCormick Park, broken by people trying to get on the fields when they were closed while they were too wet

Placed a trash can in front of Molly's Market on S. 1st Street per a request from Tina

Public Works Work Report
May 2020

Water Dept:
Read meters and heavy users
Installed 6 new radio read meters
Gave a dead deer a ride to the tree farm
Replaced meter resetter at Pastime Tavern
Limbed and cut down trees on highway across from Walgreens
Hauled two loads of limbs to tree farm
Hauled 10 loads of dirt to fill hole in highway strip
Replaced meter lid for irrigation at St. Frederic Church
Replaced meter box at Eisenschmidt pool
Repaired water main on N. 11th that contractor broke
Ran new service line to Mayor's property on N. 9th St.
Repaired leak on service line at 494 N. 12th St.
Set up tripod at reservoir for WPI
Flylined 235 & 245 S. 12th St. & pulled meter so contractor could remove trees
Assisted with water shut-down on N. 11th St.
Ran new service line at 245 S. 12th St. & reinstalled meter
Replaced leaking shut-off at 415 S. 12th St.
Changed battery in smoke detector at Rec Center
Stockpiled rock at shop
Repaired hydrant at 2545 Gable Rd.
Repaired broken meter at jail
Reinstalled mailboxes at 235 & 245 S. 12th St.
Did a lot of weed-eating and mowing around town

Sewer Dept:
Cleared ROW on N. 2nd St.
Service location for sewer at 254 N. Columbia River Hwy.
Finished Dubois storm project
Potholed S. 12th St. for water service
Worked on Gable Rd. storm project for a week
Hauled dirt to and debris from highway strip
Met with owner at 2555 Columbia Blvd. about storm tap
Push cammed service on highway, blocked service for old Chamber
Vacuumed out filter pit at Eisenschmidt pool
TVed County service line
Hydro-excavated valve on Deer Island Rd.
Picked up & installed grate on Gable Rd. storm
Push cammed a service for contractor Schwarz
Vacuumed out well for Transfer Station
Helped with water service at 235 S. 12th St.
Moved rocks and made road at WWTP
Cleared greenspace by Sunset Place
Filled potholes on S. 16th St. by Senior Center
Replaced eco blocks on OPR with large rocks by park
Installed catch basin at shop

Building Maintenance/Other
Built steps at the library
Finished painting and repairs at library – 3 days
Painted courts – 8 days
Fixed window at Senior Center
Worked on lights at City hall
Fix wall and paint at library
Helped Curt reinstall mailboxes on S. 12th St.
Moved furniture at courts and more painting at library
Removed two benches on 1st St.
Worked on street signs
Troubleshoot electrical issue with ATM at City Hall
Installed hook at WWTP
Removed graffiti at Veneer property

Call-Outs
Tree fell across road at S. 7th St. & OPR
Power went out at shop – breaker popped on PUD pole across street
Telemetry alarm
Water coming out of meter box at 397 N. 6th St.
Chain down at Veneer gate by WWTP – it had been cut
Telemetry alarm during thunderstorm in the morning
Telemetry alarm same day in the evening

Miscellaneous:
Swept streets
Marked 79 locates
Checked wells & reservoirs daily

May 1st to 31st

May 1st
PW #83 Checked the batteries in the reader board trailers filled with water
PW #84 Checked the batteries in the reader board trailers filled with water
Parks #21 Took the mower to the parks department and replaced the blades and repaired the right Front tire
PW Tightened up a chain on a chainsaw
Keith Vacation day

May 4nd
Parks #11 Installed a new headache rack on the new tool-cat
PW #23 Sharpened the blades
WWTP Replaced wiper blades and scanned the truck for a trouble code found nothing

May 5rd
WWTP Replaced the stickers on the ford ranger
PW Checked on the equipment
PW Repaired a chain saw
Parks Checked on equipment
Parks Went with Thad to Godfray Park and look at some tress and brush that needs to be removed

May 6th
PW Picked up and hauled the man lift from the library to the water treatment plant
Pw Went to Scappoose and bought more weed eater blades
PW Checked and repaired a chain saw
PW Checked all the chain saws made sure they were sharp and the chains were tight

May 7th
Office Computer work filled paper work
PW #40 Full service Installed new stickers also scanned vehicle for codes found nothing
PW Cut up metal for meter boxes
Shop Cut grass and weed eat

May 8th
Shop Cleaned the rest room and shop sink
PW Repaired a chop saw
PW #21 Brought the truck out to the shop for repairs

May 11th
PW #21 Repaired the inspection plate in the box of the truck
WWTP #62 Installed new stickers
Brett Sick day

May 12th
PW Repaired a weed eater
Parks #7 Installed a tire on the rear of the pickup
PW #30 Picked up the truck from Emmert Mts and delivered it back to the public works shop

May 13th
Parks Checked the equipment

May 14th
PW Took a load strap to a job site on Gable Rd
Shop Cleaned the upstairs area

May 15th
PW Swept Streets
PW #55 Installed a new nut on the plate that holds the gutter brooms on also installed new gutter brooms
PW Picked up more weed eater blades
Parks Changed the gas filter on the gas storage pump

May 18th
Office Computer work filled paper work
Shop Cleaned up the Lathe and oiled it cleaned up a bunch of fillings from under it
PW Took apart a Carburetor on a push mower and cleaned it, put it back together and Test ran it, mowed the grass.
Parks Check with them to see if they needed anything done

May 19th
PW #16 Looked at the suction tube that enters the tank on the flusher found that the tube has a large hole in the bottom of it, ordered a new tube
Shop Cleaned the compressor room and flushed the water recycler in the room out, cleaned the debris wheel. Also drained the air compressor, crushed oil filters and drained the oil tank into the larger holding tank.

May 20th
PW #16 Received a new tube for the upper part of the suction side of the flusher painted the tube
Parks #23 Installed a new switch for the lift on the mower deck

May 21st
PW #16 Installed a new tube in the upper part of the body of the flusher truck
PW #40 Brought the vehicle to the shop and scanned it for trouble codes found nothing also drove it around for a while to see if it was missing found nothing returned it to City hall
PW Sharpened a chain Saw
PW Went to Public works and looked at Vin numbers on vehicles to update the list

May 22nd
Brett Vacation Day

May 26th

Office	Computer work went threw Vin numbers and reported back to Sue
PW	Checked equipment
Parks	Checked Parks equipment
PW	#55 Picked up the Sweeper and brought it to the shop so I could sweep the training grounds for the Fire Department

May 27th

Office	Filled paper work
Shop	Swept the shop area and also swept the training grounds for the fire department
PW	Swept 18th and old Portland Rd after an accident also swept old Portland Rd from 18th to Hwy 30
Brett	2 Hrs. early

May 28th

PW	#55 Checked for a hydraulic leak
PW	#78 Looked at a Broken Joystick control ordered a new one
PW	#5 Took apart a hydraulic fitting to relieve pressure on the system checked for leaks

May 29th

PW	Swept Streets cleaned the sweeper
Shop	Weed Eat the parking lot
Parks	#3 Checked the fuse for the AC and checked the level filled the system
Keith	Vacation Day

City of St. Helens, Oregon
Public Works
Water Filtration Facility
PWS 4100724
P.O. Box 278
St. Helens, OR 97051
PH: (503) 397-1311 FAX: (503) 397-3351

Water Filtration Facility Journal
May 2020

Water Production: 38.9 million gallons, which averages 1.25 million gallons per day

Week 1 Produced and sent April OHA reports to the State. Performed monthly check on fire extinguishers. Sent sewer readings to Columbia City public works. Charging all units to keep batteries full, (fork lift, hi-lift, riding mower).

Week 2 Cl-17 Finished water tubing replacement, calibration of pH finished water probe, cleaned finished water pressure gauge, began flushing rack headers with Tim and Ethan's assistance.

Week 3. Bulk chemical deliveries. Grounds look great thanks to PW crew. Grinder pump station floats replaced thanks Tim.

Week 4. Replaced module on Rack 4. Whilst opening the module cap to access fibers to allow for pinning the glued lower transition portion cracked. Removed 1 module from rack 5 and moved to rack 4. It could be that even high density plastics have a lifespan; or vertical vectors are all these modules are subjected to and application of a rotational force was not tolerated.

Respectfully submitted Guy Davis

WWTP Monthly Operations and Maintenance Report

May 2020

To: Sue Nelson

From: Aaron Kunders

Secondary System Report

- 5/6-Aerator #11 tripped. Reset and running.
- 5/14-Aerator #17 tripped. Won't reset or restart. Found blown wire by sub 4 dock. Peak Elec fixed on the 15th.
- 5/18-Worked on SolarBees B and E (batteries).
- 5/19-Cleaned all SolarBee dishes and panels.
- 5/25-Low lagoon level alarm. Everything was normal.
- 5/27-Backflushed sample pump line.
- 5/28-Greased aerators from subs 1 and 4.
- 5/29-Greased the rest of the aerators.

Primary System Report

- 5/15-Peak Elec fixed broken HOA switch on aerator #3.
-

Pump Stations

- 5/4-PS#8-Air compressor not working. Ordered new one and had Peak Elec install on the 15th.
- 5/11-PS#11-Adjusted pump discharge limit switch.
- 5/29-PS#5-Cleaned check valves.

Sodium Hypochlorite System

- gallons used this month.
- gallons used last month.
- 5/21-Rebuilt North hypo pump. Will not pump on auto and on manual is stuck at 300 strokes/minute. Ordered new pump.

Call-outs

-

Plant

- 5/1-Worked on plumbing headworks screen #2 spray bar.
- 5/18-Cleaned North contact tank.
- 5/19-Buell Calibrations here for biannual cals.
- 5/27-Roger here to install tie down points on shop roof.
- 5/28-Painted bollards around septage receiving station.

Pretreatment

- 5/11-Worked with Letica Corp on new permit.

- 5/21-Phone conference with Thang and Mazda from Cascades regarding this summer's cold shut down.
- 5/21-Visited ORPET to go over compliance schedule.
- 5/29-Sampled Cascades and sent to ALS.

Other

- 5/6-Darin and More Power here to replace firewall.
- 5/19-Quarterly sampling.
- 5/20-CuBLM sampling on the river.
- 5/22-24-Tested manhole S-37 for H2S after incident with public works. Tests were inconclusive.

Next Month

- Replace screws in shop roof.
- Move Air Master aerator to spot 4 in Secondary.