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City of St. Helens COUNCIL AGENDA

Wednesday, July 8, 2015

City Council Chambers, 265 Strand Street, St. Helens

City Council Members

Mayor Randy Peterson
Council President Doug Morten
Councilor Keith Locke
Councilor Susan Conn
Councilor Ginny Carlson

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. **7:00PM - CALL REGULAR SESSION TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **OATH OF OFFICE:** New Police Officer Jamin Coy
4. **INVITATION TO CITIZENS FOR PUBLIC COMMENT** – *Limited to five (5) minutes per speaker.*
5. **ORDINANCES – Final Reading**
 - A. **Ordinance No. 3191:** An Ordinance Adopting a Parks & Trails Master Plan as an Addendum to the City of St. Helens Comprehensive Plan
6. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
 - A. Materials & Services Contract with ECONorthwest for Economic Analysis Services
 - B. Request for Qualifications for Area-Wide Framework Plan for Waterfront Redevelopment
 - C. Contract Payments
7. **CONSENT AGENDA FOR ACCEPTANCE**
 - A. Parks Commission Minutes dated April 20, 2015
 - B. Library Board Minutes dated May 21, 2015
 - C. Arts & Cultural Commission Minutes dated April 2 and June 9, 2015
 - D. Accounts Payable Bill List
8. **CONSENT AGENDA FOR APPROVAL**
 - A. Animal Facility Licenses (Clure)
 - B. Street Closure Request: Part of Jakobi Street for Block Party – July 18, 2015
 - C. Council Work Session, Public Hearing and Regular Session Minutes dated June 3 & 17, 2015
 - D. Exclusive Use Permit: Women's Softball at Campbell Park – August 10 thru September 30, 2015
 - E. Accounts Payable Bill List
9. **MAYOR PETERSON REPORTS**
10. **COUNCIL MEMBER REPORTS**
11. **DEPARTMENT REPORTS**
12. **EXECUTIVE SESSION:** ORS 192.660(2)(e) Real Property Transactions
ORS 192.660(2)(h) Potential Litigation

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.

13. **RESOLUTIONS**

- A. **Resolution No. 1707:** A Resolution Authorizing Purchase of Real Property Within the City of St. Helens from Boise White Paper, LLC, Including Necessary Steps to Effect Purchase of Real Property in Service of the City's Economic Development, Environmental, and Public Use Goals

14. **OTHER BUSINESS**

15. **ADJOURN**

Upcoming Dates to Remember:

- July 14, Planning Commission, Council Chambers
- July 16, Library Board, 7:15 p.m., Columbia Center Auditorium
- July 28, Arts & Cultural Commission, 6:00 p.m., Council Chambers
- August 11, Planning Commission, 7:00 p.m., Council Chambers
- August 12, Council Work Session, 1:00 p.m., Council Chambers
- August 12, Council Public Hearing, 6:30 p.m., Council Chambers
- August 12, Council Regular Session, 7:00 p.m., Council Chambers

City of St. Helens
ORDINANCE NO. 3191

**AN ORDINANCE ADOPTING A PARKS & TRAILS MASTER PLAN AS AN
ADDENDUM TO THE CITY OF ST. HELENS COMPREHENSIVE PLAN**

WHEREAS, pursuant to St. Helens Municipal Code 17.20.020(1)(c) the Planning Director initiated a legislative change to the St. Helens Comprehensive Plan (St. Helens Municipal Code Title 19) to adopt the Parks & Trails Master Plan as an addendum to the Comprehensive Plan; and

WHEREAS, the City's original Parks Master Plan was adopted as a supporting document to the Comprehensive Plan in August 1999 by Council vote and such time has passed that an update is needed; and

WHEREAS, staff has prepared the Parks & Trails Master Plan after extensive review of existing state and local plans and policies; inventorying; analysis; public involvement through an online survey and well-attended Public Forum; ongoing consultation with the Parks Commission, Planning Commission, Bicycle & Pedestrian Commission, City Council, and City staff; and

WHEREAS, pursuant to the St. Helens Municipal Code and Oregon Revised Statutes, the City has provided notice to: the Oregon Department of Land Conservation and Development on April 7, 2015, and the local newspaper of record on April 16, 2015; and

WHEREAS, the St. Helens Planning Commission did hold a duly noticed public hearing on May 12, 2015 and, following deliberation, made a recommendation of approval to the City Council; and

WHEREAS, the St. Helens City Council conducted a public hearing on June 3, 2015 and having the responsibility to approve, approve with modifications, or deny an application for a legislative change, has deliberated and found that based on the information in the record and the applicable criteria in the SHMC that the proposed addendum be approved.

NOW, THEREFORE, THE CITY OF ST. HELENS DOES ORDAIN AS FOLLOWS:

Section 1. The above recitations are true and correct and are incorporated herein by reference.

Section 2. The City hereby adopts the Parks & Trails Master Plan, attached hereto as **Attachment "A"** and made part of this reference, as an addendum to the St. Helens Comprehensive Plan (St. Helens Municipal Code Title 19).

Section 3. The City of St. Helens Comprehensive Plan is hereby amended, attached hereto as **Attachment "B"** and made part of this reference.

Section 4. In support of the plan addendum described herein, the Council hereby adopts the Findings of Fact and Conclusions of Law, attached hereto as **Attachment "C"** and made part of this reference.

Section 5. Severability. If any section, provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other sections, provisions, clauses or paragraphs of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

Section 6. Provisions of this Ordinance shall be incorporated in the St. Helens Municipal Code and the word "ordinance" may be changed to "code," "article," "section," or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that Whereas clauses and boilerplate provisions need not be codified.

Section 7. The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time: June 17, 2015

Read the second time: July 8, 2015

APPROVED AND ADOPTED by the City Council this 8th day of July, 2015.

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder



CITY OF ST. HELENS

COLUMBIA COUNTY, OREGON

PARKS & TRAILS

MASTER PLAN

ADOPTED JULY 2015

ORDINANCE NO. 3191



ACKNOWLEDGEMENTS

The City of St. Helens appreciates the contributions and input of individuals involved in this project including: St. Helens staff, the Parks Commission, the Bicycle and Pedestrian Commission, the Planning Commission, and all of the engaged community members who provided valuable input for this planning process. Further thanks to City Council for their support of the planning effort needed to successfully complete the Parks & Trails Master Plan.

CITY STAFF

John Walsh, City Administrator

Jacob Graichen, City Planner

Sue Nelson, Co-Interim Public Works Director

Neal Sheppard, Co-Interim Public Works Director

Thad Houk, Parks Field Supervisor

Crystal Farnsworth, Communications Officer



CITY COUNCILORS

Randy Peterson, Mayor

Doug Morten, Council President

Susan Conn

Keith Locke

Ginny Carlson

RARE STAFF

This plan was prepared with support from the Resource Assistance to Rural Areas (RARE) Program, which is an AmeriCorps Program based out of the University of Oregon's Community Service Center.

Megan Smith, Program Director

Titus Tomlinson, Program Coordinator

Jennifer Dimsho, RARE AmeriCorps Participant, Parks and Trails Project Manager



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CHAPTER 1: INTRODUCTION

1.1 SUMMARY

1.2 PURPOSE

1.3 PLAN ORGANIZATION

1.4 RELATIONSHIP TO OTHER PLANS

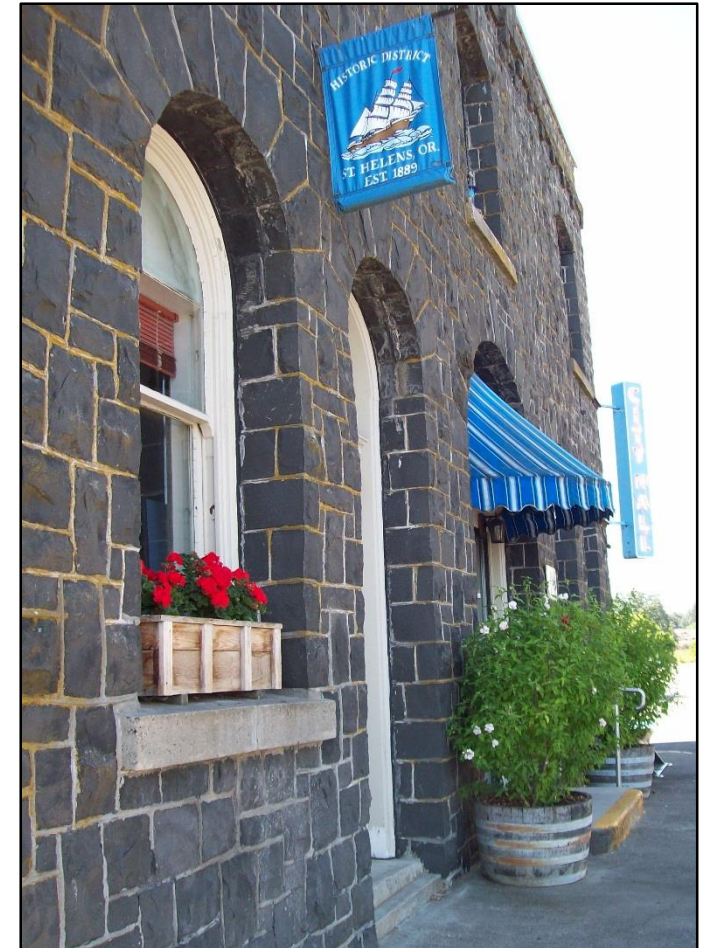
1.5 SOURCES OF INPUT

1.1 SUMMARY

The Parks and Trails Master Plan (the “Plan”) has been prepared to provide the City with a 10 to 15 year guide for continued improvement of city parks, trails, and their amenities. The City’s Comprehensive Plan (updated 2006) states it is the policy of the City of St. Helens to “develop a plan for walking trails”. St. Helens City Council, the Parks Commission and the Bicycle and Pedestrian Commission have all identified the need to update the outdated Parks Master Plan (1999) and to incorporate trails in the updated Master Plan. The Parks and Trails Master Plan is an update to the Parks Master Plan and also contains the first Trails Master Plan in the City’s history.

1.2 PURPOSE

This first purpose of this update is to identify the most current needs within the parks and trails system and to document the public and stakeholder engagement process of acquiring those needs. This Plan will also prioritize the identified needs based on the common themes from all forms of input, as well as develop possible funding strategies for addressing those needs. As funds become available, this Plan and the capital improvement component of the Plan can act as a well-calculated and publicly-endorsed guide for recreational development to help determine which projects and the order they should be funded. In addition, maintaining an updated Parks and Trails Master Plan allows the City to target specific funding methods (like State and Federal grants) and increases our eligibility of receiving those funds. Finally, an updated Parks and Trails Plan ensures that any future development will remain consistent with the stated vision for park and trail development.



1.3 PLAN ORGANIZATION

CHAPTER 1: INTRODUCTION

- Relationship to existing planning documents
- Community involvement summary

CHAPTER 2: COMMUNITY PROFILE

- Demographics and population trends
- Relationship to public health
- Existing land use conditions
- Waterfront relationship

CHAPTER 3: INVENTORY

- City park inventory, including parks not maintained by the City
- Inventory of parks outside city limits
- Trail system inventory
- Water trails
- Native and non-native plants
- Accessibility mandates

CHAPTER 4: LEVEL OF SERVICE

- Defines park classification system
- Defines parkland level of service guidelines
- Level of service analysis for park and trail systems

CHAPTER 5: NEEDS ASSESSMENT

- Parks and trails online survey report
- Public forum results
- Commissions and city staff involvement
- Oregon Parks and Recreation Department (OPRD)
2011 Trend Data



CHAPTER 6: RECOMMENDATIONS

- Park recommendations
- High priority park projects
- Trail recommendations
- Trail classification and design guidelines
- High priority trail proposals
- Bicycle and pedestrian fitness routes

CHAPTER 7: FUNDING STRATEGIES

- Parks department funding
- Public Works Operations Division: Parks and Grounds
- Capital improvement funds
- Funding strategies introduction
- Funding recommendations summarized

CHAPTER 8: CAPITAL IMPROVEMENT PLAN

- Introduction
- Park Projects
- Trail Projects

1.4 RELATIONSHIP TO OTHER PLANS

The Parks and Trails Master Plan is one of several documents that comprise the City of St Helens' long range planning and policy framework. The following adopted planning documents have been incorporated into the creation of this Plan as much as possible.

COMPREHENSIVE PLAN (UPDATED 2006)

The City's Comprehensive Plan includes goals and policies for general categories, such as transit, housing, and open space. Listed below are the general categories with goals and policies that relate to the Parks and Trails Master Plan update.

TRANSIT GOALS

- Encourage energy-sustaining modes of transit
- Increase appropriate walking and biking opportunities
- Create relatively traffic free residential areas

TRANSIT POLICIES

- Develop a plan for walking trails
- Maintain, implement and update the bikeway plan
- Plan and develop street routes to help alleviate Hwy 30's traffic load

NATURAL FACTORS AND LOCAL RESOURCE GOALS

- Encourage preservation of forest lands between Columbia City and St. Helens
- Direct development away from the Willamette River Greenway to the maximum extent possible; provided, however, lands committed to the urban uses within the Greenway shall be allowed to continue, and to intensify provided the activity is water-related or water-dependent. The City shall prohibit new non-water related or non-water dependent uses from within 150 feet of the Willamette River Greenway



- Encourage the preservation, restoration, and functionality of the open space corridors or rezone to open space zone the following lands: The canyon-area adjoining Godfrey Park, the unimproved gullies and creekbed systems, the lands along significant riparian corridors and connecting wetlands

HOUSING POLICIES

- Permit multifamily housing and mobile home park developments only if they have adequate open space

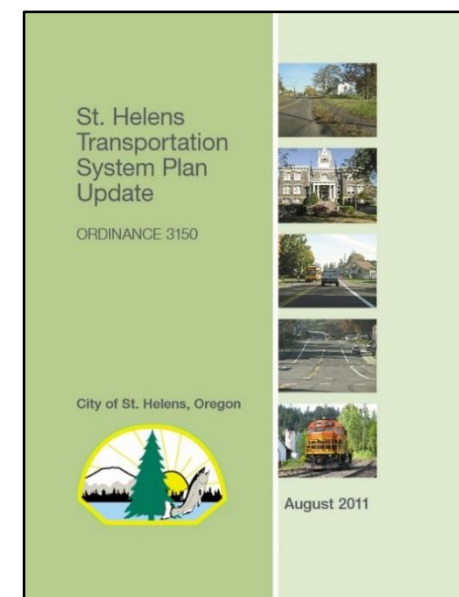
PUBLIC SERVICES AND FACILITIES POLICIES

- Develop a program whereby the city's park system can be maintained or expanded to serve the needs of anticipated growth
- Acquire sites for future parks as identified on the comprehensive plan map as far in advance as possible to have sites be within ½ mile of residential area

TRANSPORTATION SYSTEM PLAN (2011)

The City's Transportation System Plan (TSP) guides the management and implementation of the transportation facilities, policies, and programs, within St. Helens over the next 20 years. Because the TSP focuses on projects within existing right-of-ways, many of the trail projects within this Master Plan are not included in the 2011 TSP project list. Listed below are the general topics that the TSP addresses as they relate to the Parks and Trails Master Plan update.

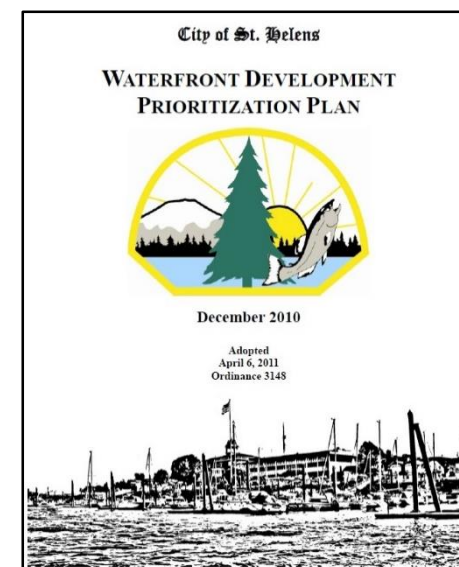
- Includes pedestrian improvements (sidewalks, crosswalks, and curbs), bike improvements (on-street bike lanes and bike facilities throughout the city) all of which should be considered in conjunction with any future trail proposals or park improvements
- Includes a 10 ft. multi-use trail proposal along the east side Old Portland Rd. south to city limits
- "Long term vision for the city's transportation system includes completion of a safe and efficient multimodal transportation system that can accommodate all travel modes along all major roadways."
- "This plan anticipates an off-street multi-use path and trail system that is integrated with the existing trail and street system throughout the city."



WATERFRONT DEVELOPMENT PRIORITIZATION PLAN (2011)

The Waterfront Development Prioritization Plan's goal was to identify projects that increase access to and public use of the waterfront from Scappoose Bay Marina to Dalton Lake, such as developing additional parks, boat ramps, and waterfront trails.

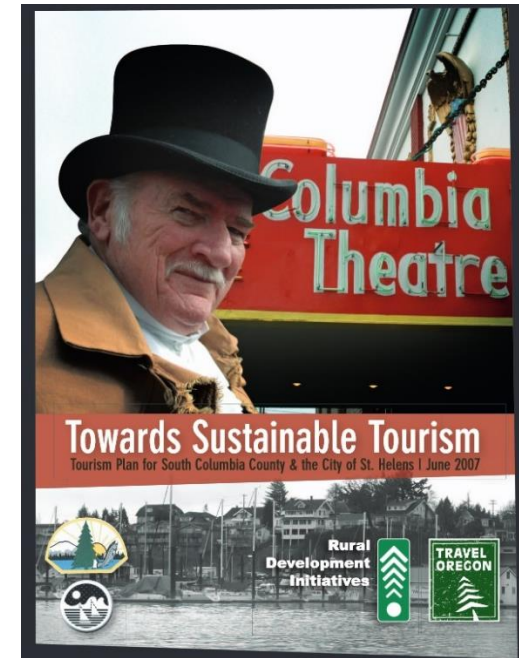
- Includes multiple off-street trail locations and current park improvements, which should be considered in conjunction with park projects and trail proposals that come out of this planning process
- Plan's top priority is the Dalton Lake Area Nature Trail which has potential to connect with existing trails and future trail proposals
- Promotes enhancing recreational activity for hikers, bikers, walkers, and for wildlife observation
- Encourages connectivity between current trails and parks
- Promotes more public access to the riverfront, through both trail and park proposals



TOWARDS SUSTAINABLE TOURISM –S. COLUMBIA COUNTY AND CITY OF ST. HELENS (2007)

The Towards Sustainable Tourism workshop and planning process was funded by a grant through Travel Oregon and by the City of St. Helens. The planning process and workshop generated a fifteen-year regional tourism vision and goals that would help fulfill that vision. A few quotes from the regional tourism vision as they related to the Parks and Trails Master Plan are listed below.

- “Create a highly visible network of interconnected trail systems for road cyclists, bikers, hikers, horseback riders, and birders.”
- “Create better connectivity to the Columbia River, one of the community’s most valued assets.”
- Boasts proximity to Portland’s biking community as a tourism asset, and suggests creating an inventory of potential cycling routes and trails



CORRIDOR MASTER PLAN (FEBRUARY 2015)

The city obtained a Transportation Growth Management Grant through the Oregon Department of Transportation and the Department of Land Conservation and Development for a corridor and gateway improvement plan for Highway 30 and the Houlton Business District to the Riverfront District (formally known as Olde Towne). The goal for this planning process was to create “streetscape” plans for the US 30 & Columbia Blvd/St. Helens St. corridors that reflect the community’s vision for appearance and function. The final plan was adopted February 2015.

- One of the project’s objectives, in addition to establishing a vision for the community’s desired image along the major corridors was to “include pedestrian and bicycle enhancements along the corridors that improve safety, reduce conflict, and provide an improved physical environment that encourages biking and walking.”
- Bicycle and pedestrian enhancements proposed in the Corridor Master Plan process should be considered in conjunction with trail and fitness route proposals

1.5 SOURCES OF INPUT

Broad and deep engagement with community members is a fundamental building block to any successful plan. Gathering input from a wide range of community members is essential to this planning effort for a few reasons.

- Local people have transformative insights simply because they know their town best. *Local knowledge* of the community deepens and gives context to your quantitative data, from wildlife to walkability.
- Interacting and gathering input from residents builds *community ownership*. They need to share in the decisions leading up to the results. Residents need to own the final recommendations of a planning process so that they can be upheld into the future.
- Many minds working on a project leads to better results. The greater the diversity of people contributing to solving a problem, the more creative and effective the solutions.

Listed below are the summarized methods used to gather input and engage the public throughout this planning process. A more in-depth description of the public process is in the Chapter 5 Needs Assessment.

1. **Community Outreach:** Online survey and a public forum
2. **Service Groups and Clubs:** St. Helens Road Runners Club, the Kiwanis Club, the Kiwanis Day Breakers, and the Foundation of Public Health for Columbia County
3. **City Commissions:** Monthly input gathering sessions open to the public
4. **City Staff Involvement:** One-on-one interviews

Listed below are the various research methods and analysis used to compare St. Helens to surrounding Oregon communities. A complete Level of Service analysis is included in Chapter 4. A complete analysis of Oregon Parks and Recreation Department's data is included in the Chapter 5 Needs Assessment.

1. **Level of Service Guidelines:** Statewide recommendations for parkland acreage and trail mileage per resident
2. **Oregon Parks and Recreation Department (OPRD) Data Collection:** Provider needs survey, resident demand survey, priorities for the future

CHAPTER 2: COMMUNITY PROFILE

2.1 POPULATION, GROWTH RATE, AND PROJECTIONS

2.2 ETHNICITY

2.3 AGE DISTRIBUTION AND HOUSEHOLD SIZE

2.4 EMPLOYMENT AND UNEMPLOYMENT

2.5 INCOME AND EDUCATION ATTAINMENT

2.6 PUBLIC HEALTH AND RELATED FACTORS

2.7 LAND USE

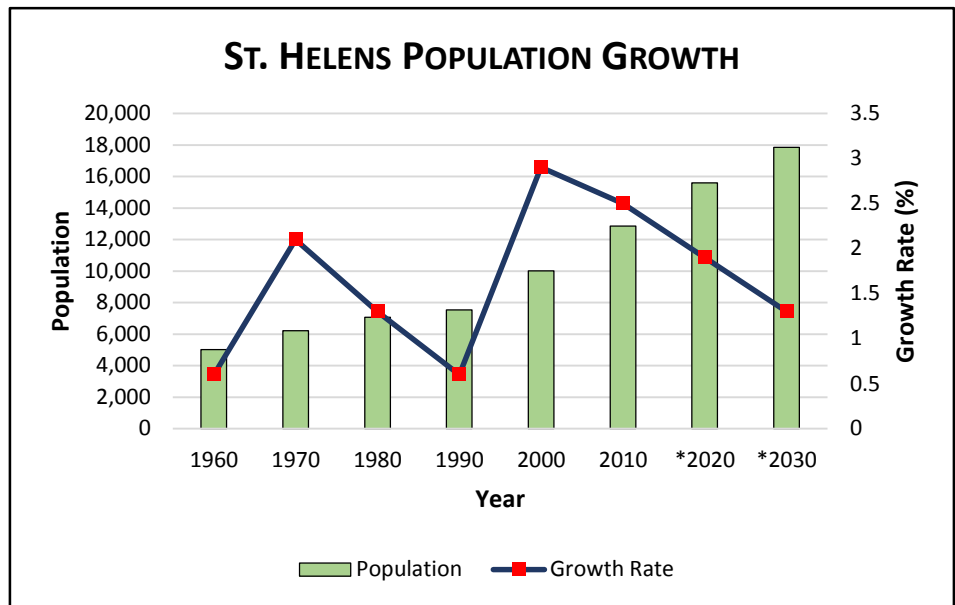
2.71 WATERFRONT DEVELOPMENT

2.8 SUMMARY

2.1 POPULATION, GROWTH RATE, AND PROJECTIONS

The total population of St. Helens as of July 2011 is 12,890. In 2000, the population was 10,100. From 2000 to 2011, the growth rate was averaged around 2.5% per year, which is more than Columbia County and the State of Oregon's growth rate of about 1-1.5% per year. According to the PSU Population Research Center, under a medium growth forecast of 1.9%, St. Helen's population will be around 15,591 in 2020. The graph below shows the population of St. Helens dating back to 1960 and projects the population out to 2030. The growth rate spiked from 1990 to 2000, and the population has been growing steadily since then.

The growth rate is an important factor for the Plan Update because as the population grows, the demand for parks and recreation amenities will follow. If the parks and trails system remains unimproved throughout years of population growth, it puts increasing pressure on the existing parks and trails system to meet those growing recreational needs. Although the growth rate has been decreasing each year since 2000 and is projected to decrease into 2030, the population still continues to rise. Therefore, improvements to the parks and trails system should be made to meet recreation demands as the population grows into 2020 and 2030.



*2020 and 2030 Projections from Center for Population and Research.
Portland State University.

“ If the parks and trails system remains unimproved throughout years of population growth, it puts increasing pressure on the existing parks and trails system to meet those growing recreational needs.”

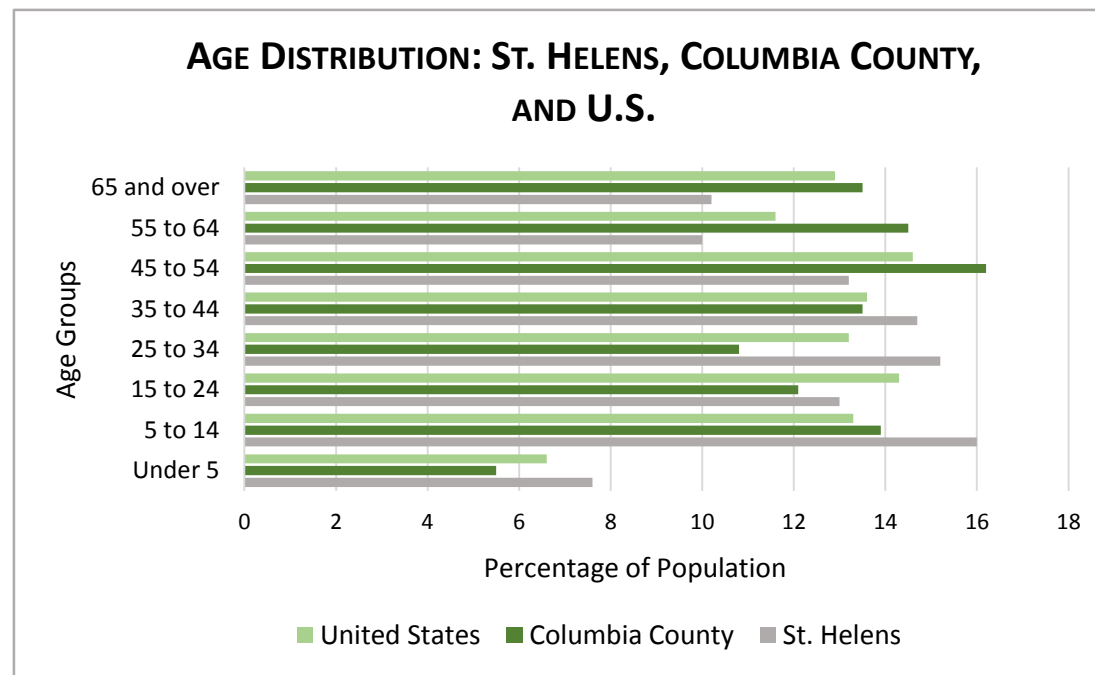
2.2 ETHNICITY

The population of St. Helens is largely white at 90.3%, followed by two or more races at 4.5%, American Indian and Alaska Native at 1.6%, 1.3% Asian, and less than 1% Black or African American and Native Hawaiian or other Pacific Islander. In addition, about 6.1% of the population is of Hispanic or Latino origin. This is an increase from 2000, when the Hispanic or Latino population only made up 4.1% of the population. Although it is a slow increase in minorities, St. Helen's demographic changes has implications for staffing, maintenance, and marketing of park and recreation facilities. The City will need to understand the unique ways in which different groups use services in order to meet their growing needs.

2.3 AGE DISTRIBUTION AND HOUSEHOLD SIZE

Age distribution is an important demographic characteristic because each age group demands different recreational amenities. It is important to meet the needs of all age groups and to know where the largest age groups lie. The figure below shows the age distribution for St. Helens, with comparisons to Columbia County and the United States. The chart shows, relative to the U.S. and Columbia County, St. Helens has a higher portion of children (under 14) and working-age adults (25 to 44). This is likely because St. Helens attracts parents who want to raise their children in a small-town environment, but still must commute into the Portland metro area for work. There is a relatively low portion of individuals over the age of 55, compared to the U.S. and Columbia County as a whole. The median age of St. Helens is 34, which is slightly lower than the median for Oregon, at 38 years old.

38.6% of all households in St. Helens have children under the age of 18 living with them, which is higher than both the County at 32% and the state at 30.1%. The average household size (2.59) is also larger than both the countywide (2.55) and statewide (2.47). This high number of families is important when evaluating key user groups, as families tend to have different recreational needs and facilities than adults or seniors, including toddler or elementary school age children's programs and family-oriented facilities such as playgrounds and multi-purpose fields that can accommodate various ages and sports.



U.S. Census. ACS 2007-2011 5 Year Estimates.

2.4 EMPLOYMENT AND UNEMPLOYMENT

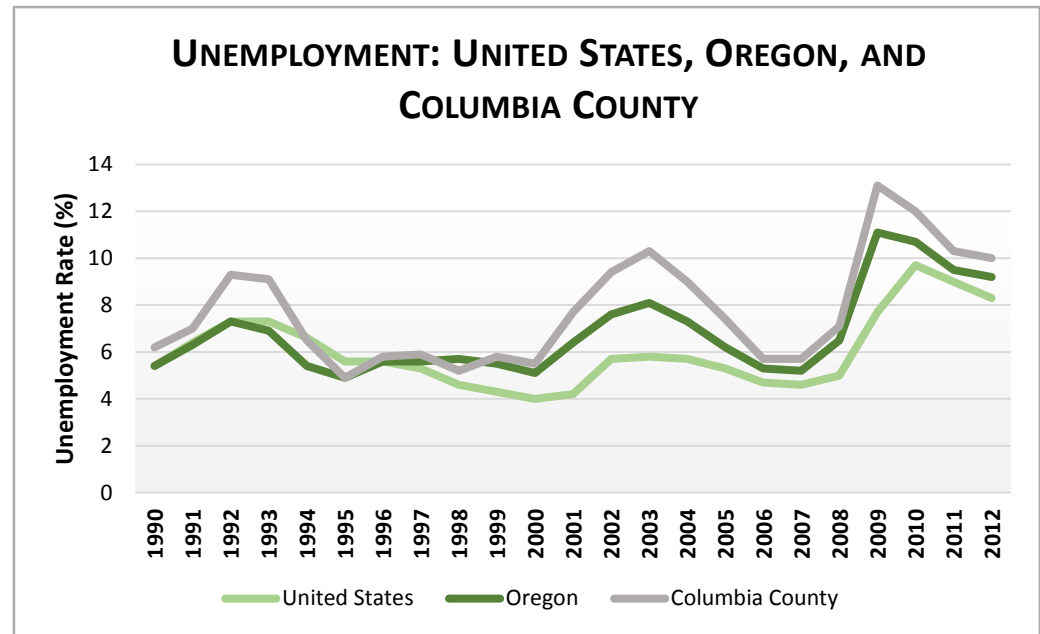
As seen in the table below, changes in Columbia County's unemployment situation follow the same general pattern as the state and the country, but the rate is consistently higher than the statewide and national average. The recession caused the unemployment rate in Columbia County to jump to 13.1%, the highest rate by far since 1990.

The most significant change in St. Helen's economy has been the transition from traditional wood processing and manufacturing to other sectors of the economy. The timber company Boise, who once employed over 900 people at the St. Helens mill, announced its final closure in December of 2012. However, the City's natural resource assets, including its location on the Columbia River, are now recognized and harnessed as a focus for recreation and tourism.

Today, major industries of employment include education, healthcare, and social services at 19.3%, manufacturing at 15.7%, retail trade at 13.4%, construction at 9.1%, finance, insurance and real estate at 7.4%, public administration at 6.4%, and the rest of the industries all under 5% of the workforce. In addition to these industries, St. Helens is the county seat, which means there is a significant portion of the workforce classified as government employees at 13.1%.

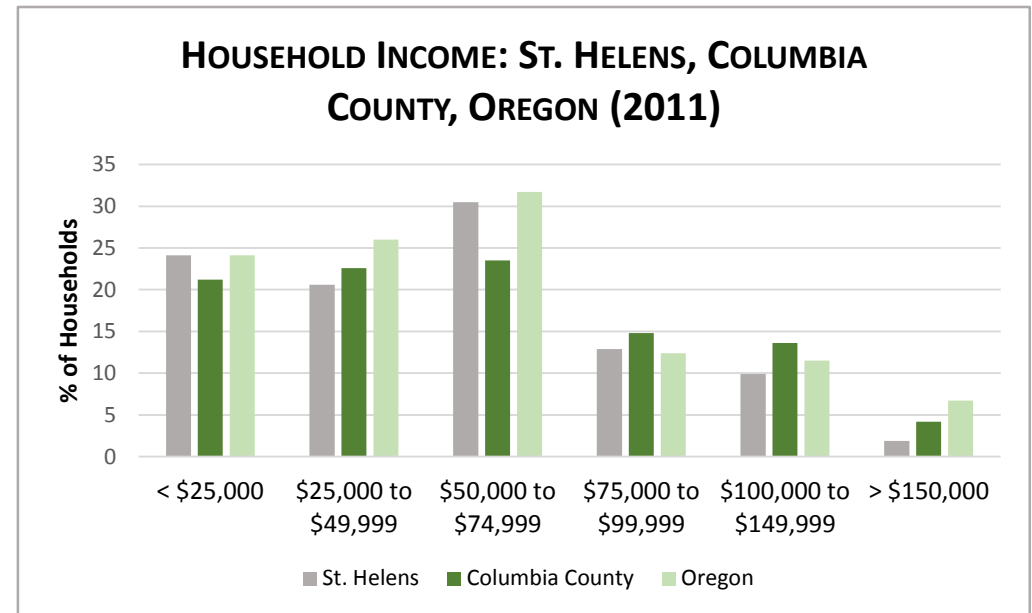
An analysis of commuting patterns for St. Helens shows that over 50% of residents commute out of the County for employment, but this is not a result of dying industries as much as it a phenomenon of lower land costs, small-town quality of life, and reasonable commute times. The average commute time for a resident of St. Helens is 32.2 minutes, which is about how long it takes to arrive in Portland.

Having such a high proportion of commuters raises a number of issues. For example, since most of the City's population has traveled to areas outside the County during the day, they will likely spend their money outside of the County. But beyond the local economic implications, commuter populations are less likely to participate in community events and meetings, especially if they are during the day. Because of their daily vehicle use, commuters may have different transportation priorities when comparing multi-modal improvements to vehicular improvements, such as the construction of a non-vehicular trail versus improving the flow of an intersection to decrease travel times. In addition, daily round trips with destinations outside the County also greatly increase greenhouse emissions.



2.5 INCOME AND EDUCATION ATTAINMENT

As seen in the bar graph to the right, income levels in St. Helens reflect a community that is predominately low-middle income to low income. St. Helens has the highest percentage of income levels between \$50,000 and \$74,999, at 30.5% of households. In the income brackets above \$75,000, St. Helens falls below both the County and Oregon. Per capita income in St. Helens is actually lower than Columbia County and statewide at \$21,307, but the median household income is higher than the statewide at \$52,923 (See the table below). This is likely because, on average, households in St. Helens are larger the countywide and statewide figure, so the higher household income incorporates more people. Overall, this data indicates that households within St. Helens have relatively low levels of disposable income. Household income and per capita income levels can be a major factor in determining what recreation funding mechanisms are feasible in St. Helens.



US Census. 2007-2011 American Community Survey 5-Year Estimates.

MEDIAN HOUSEHOLD, PER CAPITA INCOME (2011)

	Median HH Income	Per Capita Income
Oregon	\$49,850	\$26,561
Columbia County	\$56,270	\$25,440
St. Helens	\$52,923	\$21,307

US Census. 2007-2011 American Community Survey 5-Year Estimates.

Level of educational attainment generally correlates with household and per capita income levels. St. Helens is a fairly educated community, with 87% of people 25 years or older with a high school diploma or higher, 30% with some college, and 17% with a bachelor's degree or higher. St. Helens is very similar to Columbia County, which has 88.4% of people with a high school diploma or higher, and 16.8% with a bachelor's degree or higher.

2.6 PUBLIC HEALTH AND RELATED FACTORS

According to the Public Health Division of the Department of Human Services in Oregon (2009), in Oregon, 36.1% of adults are overweight and 24.5% are obese. Columbia County lands slightly higher than the statewide rates at 36.1% overweight and 24.5% obese. Unfortunately, these high rates are not exclusive to adults. According to the 2013 Oregon Healthy Teens Survey conducted by the Oregon Health Authority, children and teenagers in Columbia County are also very likely to be overweight or obese (See table below). As many as 16% of Columbia County's 8th graders and 9.5% of 11th graders are considered obese. It is no surprise that 65% of 8th graders and 71% of 11th graders do not get the recommended physical activity each day. It is recommended that children do 60 minutes of moderate activity every day, with 3 of those days vigorous activity. Moderate physical activity is defined as at least 30 minutes that did not make you sweat or breathe hard (e.g. walking fast, slow biking). 38% of adults do not reach the recommended physical activity each day. For adults, it is recommended they take part in 150 min of moderate physical activity per week and muscle strengthening activities 2 days per week.

OVERWEIGHT, OBESITY RATES (2012-2013)

	Overweight	Obese
County Adults	40%	28.5%
Statewide Adults	36.1%	24.5%
County 8 th Graders	17.5%	16%
County 11 th Graders	18.9%	9.6%

Top: Oregon Overweight, Obesity, Physical Activity & Nutrition Facts, 2012

Bottom: Oregon Healthy Teens Survey, 2013

“Instead of focusing solely on the need to facilitate vehicular transportation in and out of the community, the built environment can altered in ways that provide people with greater opportunities to be physically active.”

There are a variety of factors that contribute to a person's overall health: individual genes, economic conditions, social factors, and personal behaviors. Another contributing factor that can be altered is the physical environment in which they live. Today's built environment has largely been shaped around society's dependence on motorized transportation. This is especially true for a city like St. Helens, where over half of residents are involved in a daily commute outside of the County. Instead of focusing solely on the need to facilitate vehicular transportation in and out of the community, the built environment can altered in ways that provide people with greater opportunities to be physically active. For instance, ready access to a park by way of a pedestrian-only trail may encourage greater physical activity. Walking or biking to the store becomes more practical when sidewalks or bike lanes do not end abruptly and the crosswalks at intersections make residents feel safe. Better pedestrian infrastructure allows people to begin to build routine physical activity into their daily lives, whether it is shifting a small percentage of short trips from cars to walking and biking or spending some free time walking on a nature trail within a park.

Research has also shown that the availability of opportunities to participate in physical activity is positively correlated with the amount of physical activity people engage in. In a 2013 Collection of Proven Community-based Prevention Programs by the New York Academy of Medicine, a case study in New Orleans proved that

installing a 6-block walking path and a school playground could increase rates of vigorous to moderate physical activity in residents from 24% in a comparable neighborhood without the path, to 41% in the neighborhood with the walking path. Changes to the built environment can directly affect the levels of physical activity and subsequently the long-term public health of a neighborhood. Therefore, the availability and access to parks and recreation services are vital to increasing physical activity across all age sectors and plays a key role in reducing obesity rates. When evaluating the availability of these opportunities, it is important to not only consider their mere existence, but their accessibility and close physical proximity to residents. Physical barriers, safety concerns, and distance to parks and facilities often prevent residents from using the facilities and programs. Further research has shown that larger sizes of parks and open spaces do not necessarily increase how often or how much people use them, but rather the distance to the park or open space is the greatest determining factor.

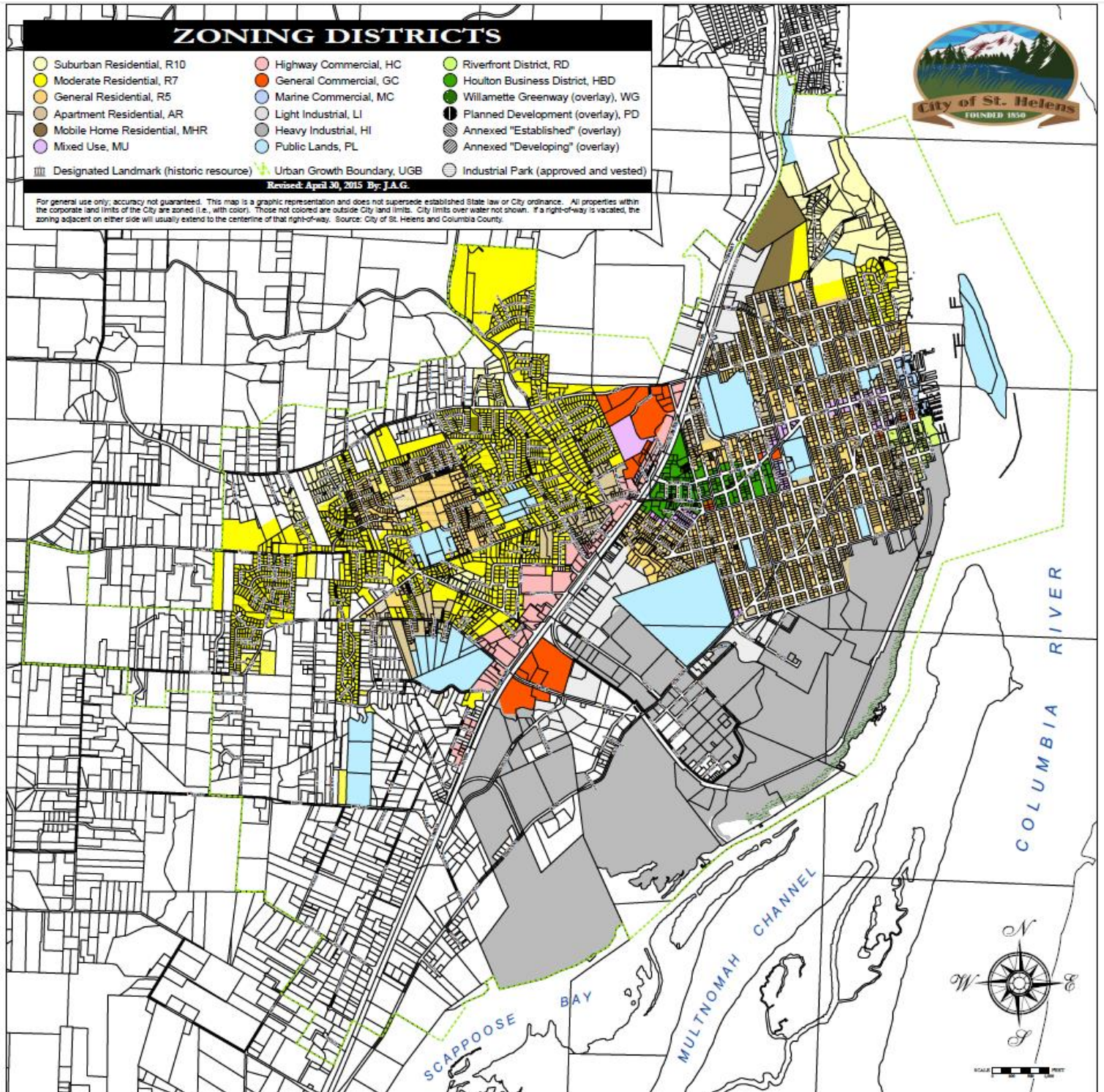
The City of St. Helens can help make a positive change in these local public health statistics by investing capital funds to help make pedestrians and bicyclists feel safe when walking and biking within the community. By prioritizing active transit development and improving the quality of the park system, the City can encourage greater physical activity within the community.

2.7 LAND USE

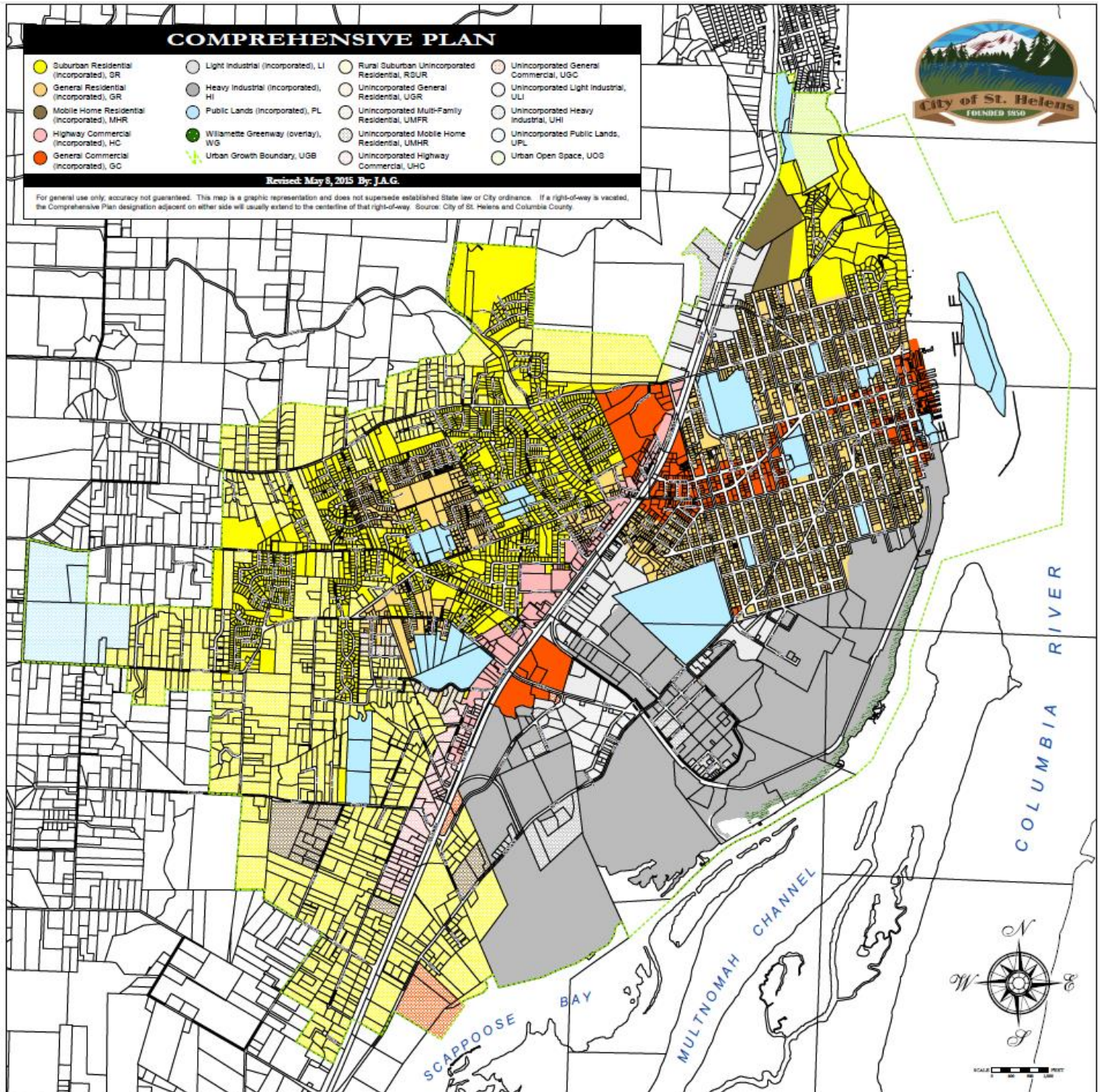
The City of St. Helens uses a two-map zoning system. One map represents the existing zoning and the other is the comprehensive plan zoning map, which reflects how the City is to be developed into the future. Both zoning maps should be referenced as trail routes are developed or when deciding where to located new parks. The zoning map, which is based on existing conditions, can be seen on the next page. Following the existing zoning map, there is the City's comprehensive zoning map, which reflects how the City will develop in the future.

Land use in St. Helens is predominantly residential at about 45% of existing land use, or up to 68% if you exclude the massive Heavy Industrial zoned properties along the waterfront and include the mixed use category where both residential and commercial uses are allowed. Residential zones have a higher demand for parks and recreation to be located nearby than other zones, so attention should be given to locate proposed park additions near residential zoned areas. For commercial activity, St. Helens does not have a singular, central downtown. Instead, it has three major zones of commercial activity: Highway Commercial along Hwy 30, The Houlton Business District which includes the Columbia Blvd and St. Helens St. couplet, and Riverfront District which is a part of a larger federally registered Historic District. These three areas are important to include when considering the location of trails, as they are ideal destinations for travel.

ST. HELENS EXISTING ZONING (APRIL 2015)



ST. HELENS COMPREHENSIVE ZONING MAP (MAY 2015)



2.71 WATERFRONT DEVELOPMENT

Another significant land use topic to address is the importance of the waterfront to this Master Plan update. The City's economic development strategy and virtually every planning document related to economic activity have recognized the importance of the waterfront to revitalizing the community and building a new, sustainable economy. The timber company Boise, who once employed over 900 people at the St. Helens mill, announced its final closure in December of 2012. They have expressed interest in selling the City two very large properties (Seen below), both of which offer a monumental opportunity to positively change the future of the St. Helens community.



Possible land transactions: St. Helens city limits (pink), the primary Veneer property (green), the secondary 200+acre Boise Property (yellow), and the City's wastewater treatment facility (red)

The primary area involves the property located adjacent to the City's downtown core and along the City's waterfront (Pictured right). The site was previously the location of a plywood veneer manufacturing facility, owned and operated by Boise Cascade. This premium waterfront property located adjacent to the heart of the Riverfront District downtown offers a convenient and logical extension of the commercial downtown district. The site is prepared for redevelopment and all above ground structures have been removed from the site.

In addition to the property adjacent to the Riverfront District, Boise is working closely with the City on a secondary transaction. The expansion would add up to 200 acres of land, which was previously used until 2009 for wood processing. Currently, Boise leases a portion of the property to Cascades Tissue for a tissue manufacturing operation leaving this large industrial site mostly underutilized. The secondary transaction of property even further the ability to create new physical connections that improve transportation linkages, as well as open space and trail opportunities. Both of these potential property transactions should be considered as much as possible when developing trail routes, parkland improvements, and projects that increase public waterfront access.



Aerial of primary property. Previous location of plywood veneer manufacturing facility owned and operated by Boise Cascade.

2.8 COMMUNITY PROFILE SUMMARY

Understanding the demographic composition and trends of St. Helens is important in determining proper recommendations for the Parks and Trail system. St. Helen's demographic makeup is shaped primarily by its vicinity to the metro area of Portland and its history of natural resource extraction and wood processing industries.

- **Families:** Because there is such a high proportion of working-age adults and children, planning the parks and trails system to meet the needs of family households with children will be an essential component of this Plan.
- **Growth Rate:** Monitoring the growth rate of St. Helens to be sure that the parks and trails system is meeting the demands of an increasing and a diversifying population will be important as the city progresses.
- **Commuters:** Since the average user is likely to commute out of the county every day, care must be taken to address and market recreational options with the priorities of a commuter in mind.
- **Funding Feasibility:** Household income, per capita income levels, and the level of unemployment should all be considered when determining what recreation funding mechanisms are feasible for St. Helens.
- **Public Health:** St. Helens needs to work on addressing the rates of overweight and obese adults and children. Investing capital improvement funds to make pedestrians and bicyclists feel safe, prioritizing trail development, and improving the quality of the park system will all encourage greater physical activity within the community.
- **Waterfront Expansion:** Finally, with the property transaction of the old plywood veneer manufacturing facility and the former paper mill site on the City's horizon, looking at possible trail proposals and open space additions should incorporate acquiring this catalytic waterfront property.



Veneer property
conceptual rendering.
Developed by the
Sustainability Design
Assessment Team (SDAT)
on May 14, 2014.

CHAPTER 3: INVENTORY

3.1 CITY OF ST. HELENS MAINTAINED PARKS

3.11 SUMMARY OF PARK AMENITIES

3.12 PARK SYSTEM INVENTORY MAP

3.2 OTHER ST. HELENS RECREATION FACILITIES

3.21 DALTON LAKE RECREATION AREA

3.3 TRAILS

3.31 TRAILS, PATHWAYS AND BIKEWAYS DEFINED

3.32 TRAIL INVENTORY

3.33 WATER TRAILS

3.4 NATIVE AND NON-NATIVE SPECIES

3.5 ACCESSIBILITY MANDATES

3.1 CITY OF ST. HELENS MAINTAINED PARKS

The Parks and Trails Master Plan is intended to identify short and long-term needs for the City's existing and future park and trail infrastructure. As such, an important part of this process is updating the inventory of parks and their amenities. The following section provides a detailed description of each park facility owned and maintained by the City of St. Helens. Each section includes total acreage, the location, a narrative description, a list of amenities, and parking limitations. Following the park-specific descriptions, there is a table on page 10 summarizing the amenities offered at each park. In addition, a map of the entire St. Helens park system is provided on page 11.

Since St. Helens residents may travel outside of St. Helens city limits to meet a recreational need, it is important to inventory recreational amenities beyond city-maintained facilities. In section 3.2, "greater" and "other" St. Helens recreational facilities are inventoried. These inventories will help determine current needs and help predict where future recreational needs will lie.



Columbia County Courthouse Plaza located between 1st St and Strand

ST. HELENS PARK SYSTEM ACREAGE

Name of Facility	Acreage
6 th Street Park	2.9
Godfrey Park	3.6
Grey Cliffs Park	1.6
Heinie Heumann Park	2.9
Columbia Botanical Gardens	3.2
Nob Hill Nature Park	6.6
Civic Pride Park	1.2
Walnut Tree Park	0.15
County Courthouse Plaza*	0.25
Columbia View Park	1.0
Campbell Park	9.1
Sand Island Marine Park**	31.7
McCormick Park	70.7
Total Acres	134.9

*Owned and maintained by County

**Island ranges in size. To be consistent, the smallest estimate is used.



Little league baseball field with concession stand in background

6TH STREET PARK

2.93 ACRES, N. 6TH AND 7TH AND WEST ST

Description: The land is mostly flat, with the southeast corner slightly dropping. The park land is mostly grass, with oak trees along 7th and West St.

Amenities: One handicap accessible restroom, two little league baseball fields with dugouts, seating, and a concession stand, two removable goal posts to convert to a soccer field, a landscaped park sign, a flagpole and a chain link fence around the whole park

Parking: Parallel parking is provided along 6th and West St, perpendicular parking along 7th St.



Park sign installed by seasonal help Summer 2014

CAMPBELL PARK

9.1 ACRES, WEST OF N. VERNONIA RD. AND MCMICHAEL ST. INTERSECTION

Description: The land is mostly flat and planted with grass. There are native trees in the picnic-playground area and around the border of one of the baseball fields. There is a pedestrian entrance (pictured below) near the playground that allows park entrance from Goodman Ln.

Amenities: Handicap accessible restrooms with wall drinking fountain, two covered picnic shelters, two lighted ball fields with bleacher seating and dugouts, a concession stand, an equipment storage shed, four tennis courts, playground equipment (installed in 2000), four half-court basketball courts enclosed with a fence (installed 2011), picnic tables, and park benches

Parking: Two paved parking lots, one near the ball fields and tennis courts and the other near the playground, both accessible from McMichael Ave



Top: play equipment (installed 2000)

Bottom(left to right): Fenced 4 half court basketball courts bridge to 4 tennis courts, and pedestrian access



CIVIC PRIDE PARK

1.7 ACRES, WEST OF LEWIS AND CLARK ELEMENTARY

Description: The land is slightly sloped from the edges to the center. It is planted with grass and has a few trees.

Amenities: Park benches, and a stone path that leads from one end of the park to the other

Parking: Lower graveled lot with access from S. 12th St and a paved upper lot with access from Columbia Blvd. and shared with the school district



Entrance to Gardens with commemorative plaque in lower right

COLUMBIA BOTANICAL GARDENS

3.2 ACRES, N. 6TH STREET, ADJACENT TO ELKS LODGE

Description: The gardens were constructed at the site of an old rock quarry. Within the site, there is very little soil. There is a low swampy area and a higher elevated area with large moss-covered boulders. Vegetation abounds throughout the park and includes evergreen and deciduous trees, many wild shrubs, and swamp plants.

Amenities: Gravel-covered nature trails through a very natural landscape, occasional directional signs throughout the trail

Parking: On-street gravel parking and at the nearby Elk's Lodge lot



View from one of the gravel nature trails



Top: Riverfront views from the park

Bottom: “Splash it Up” fountain fundraised and installed 2012 by volunteers



COLUMBIA VIEW PARK

.9 ACRES, BETWEEN STRAND ST. AND THE COLUMBIA RIVER

Description: The land is mostly flat, with a stone and grass-terraced hillside up to Strand St. It is planted with grass and has paved walkways, stairs and a ramp up to Strand St. The terraced hillside is used as amphitheater seating during special events, pictured below.

Amenities: Handicap accessible restrooms with showers, a gazebo with electricity (reconstructed and moved to a more central location around 2001) available for weddings, receptions, or community events, play equipment (installed 2011), “Splash It Up” fountain splash pad with commemorative plaques made possible by volunteer fundraising and installation, picnic tables, memorial and regular benches, chain link fence along the bank to prevent young children from getting near the river, a statue commissioned by the Historical Society of Columbia County in 2005 and donated to the city’s public art collection, a historic plaque, and a Life Jacket Loaner Station located near the city’s public dock entrance

Parking: Paved lot off Strand St. shared with City Hall



Amphitheater style seating at 13 Nights on the River Summer Series

GODFREY PARK

3.5 ACRES, N. 4TH ST. OFF COLUMBIA BLVD

Description: The park slopes downward from the private lots along Wyeth to a flat area that comprises the usable portion of the park. The land is then bordered on the south by a deep canyon. It is planted to grass and contains mature fir and deciduous trees.

Amenities: Drinking fountain, gravel trail that leads through to 2nd street, a covered picnic shelter, playground equipment (installed 1965), four horseshoe courts, horse statue bike rack, volleyball polls and net, picnic tables, and park benches

Parking: On-street gravel parking along N. 4th street



Four horseshoe courts with covered picnic shelter and swingset in background



Play equipment (swingset and monkey bars not pictured) installed in 1965



Gravel parking lot pictured on left with artistic bike rack

GREY CLIFFS PARK

1.6 ACRES, NORTH OF RIVER ST, COLUMBIA RIVER

Description: The site is located where River Street dead-ends into a two-level cliff area. The lower level of the park contains the parking lot, and a flat, grassy viewing area with a path that leads to the beachfront access. The upper level is a flat, grassy pet off-leash area situated on a bluff, next to a cliff of basalt.

Amenities: Picnic tables, benches, beachfront access, pet off-leash area, fishing, overlook viewing areas, a historic plaque, a fish statue, and an artistic bike rack

Parking: Gravel lot



Informational plaque on left and park benches with views of the marina. Fish statue seen in background.

McCormick Park

70.33 ACRES, BETWEEN OLD PORTLAND RD., SOUTH 18TH, AND DuBOIS LN.

Description: McCormick Park is St. Helens most valued park and attracts people from all over the region because of the numerous sporting and unique recreational amenities. Milton Creek cuts through the western third of the park. This area is relatively flat and contains many never-been-cleared evergreens and deciduous trees, shrubs and brush. The eastern portion of the park, where most amenities are located, is relatively flat with a few rock outcroppings. The Parks Department's shop (built 1981-1982) is located near the baseball field parking lots. The caretaker's manufactured home, which was constructed around 1998, is also located within the park. There are two vehicular entrances to the park, both along S. 18th. The northern entrance is located near the library and the southern entrance leads to campsites and a covered picnic area.

Amenities: Large covered picnic gazebo with water and power, sand volleyball court, a skateboard park, a BMX track, 1.5 mile fitness trail that leads from the shower restroom area to the skate park, 1 mile of nature trails, two lighted (as of 2009) softball fields, handicap accessible restrooms including outside-wall drinking fountains, concession stands, two smaller ball fields that double as junior soccer or football fields, playground with an assortment of play toys including a swing set (installed 2000), 11 campsites with picnic tables, charcoal cookers and running water, Veteran's memorial with stone in memory of City's Korean and Vietnam veterans, including a flag, howitzer, roses, and a cement walkway, two horseshoe courts, 18-hole disc golf course (Winter 2014), pets off-leash picnic area equipped with picnic tables, charcoal cookers, and benches

Parking: Large paved lot near restrooms which extends to the playground as of June 2014, paved parking near the baseball fields, and paved parking near the pets off-leash picnic area



Top: A hand-walk exercise station along the 1.5 mile gravel fitness trail

Bottom: Pet off-leash and picnic area



BMX track



Veteran's memorial with covered picnic shelter in background



Boardwalk with disc golf basket in background



Skatepark



Boardwalk along the nature trail

NOB HILL NATURE PARK

5 ACRES, WEST OF PLYMOUTH ST, NORTH OF WASTEWATER TREATMENT PLANT

Description: Nob Hill Nature Park is an oak woodland habitat perched on a basalt bluff with views of where the Columbia River and the Multnomah Channel collide. It is filled with native white oak trees, as well as shrubs, wildflowers, and lilies. It makes a great place for bird-watching and flower study. The Friends of Nob Hill Nature Park, in conjunction with Scappoose Bay Watershed Council, hold volunteer work parties twice yearly where they work on removal of invasive plants, including English ivy, holly and blackberries.

Amenities: 1/3 mile nature trail loop with three different entrances: one by the wastewater treatment plant and the other two leading from the nearby neighborhoods on 3rd and 4th street

Parking: Parking is allowed at the city's wastewater treatment plant, and at the 3rd street cul-de-sac access point



April 2014 Nob Hill Work Party where volunteers replant native species and remove non-native species with the goal of returning the park to a more natural state



Aging park sign

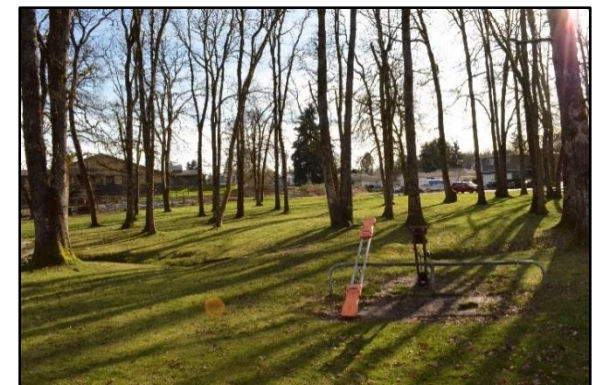
HEINIE HEUMANN PARK

2.9 ACRES, BETWEEN S. 15TH AND 16TH ST. AND TUALATIN

Description: The site is fairly flat with a sharp rise towards the edge bordering Tualatin. A small wastewater drainage ditch cuts through the middle of the park. The park is considered a water retention area, flooding fairly frequently. The site is planted with grass and there are mature native trees throughout the park.

Amenities: A picnic table, park sign, two see-saws, and a community garden on the border of senior center and park

Parking: No official parking, but there is a narrow gravel strip on S. 15th which could be used and the senior center parking lot adjacent to the park usually has ample parking



Two see-saws with small crossing over wastewater drainage ditch on the left



Top: Dock and access ramp on island
Bottom: Sand Island campsite



SAND ISLAND MARINE PARK

31.7 ACRES [VARIES], COLUMBIA RIVER EAST OF ST. HELENS

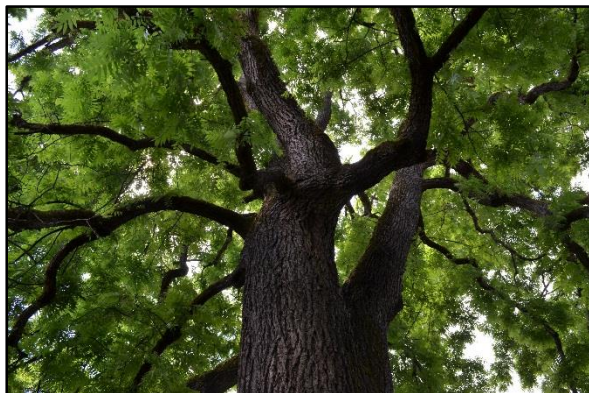
Description: Sand Island is a manmade island from spoils and dredgings composed primarily of sand and silt. It is mostly rolling and sloping, though there are a few flat spots. The camp and picnic sites are planted with grass, while the rest of the park is left to its natural state. There are many native deciduous trees and shrubs, as well as non-native blackberries. The Parks Department planted 2,000 small fir and 1,000 maple trees in 1979, but the deer population destroyed almost all of the plantings.

Amenities: No access to running water on the island, but there are 2 brand new composting restrooms installed Spring 2014 and 1 originally installed around 1980, concrete docks with an access ramp, between 25-35 informal (not designated) campsites, picnic tables, charcoal cookers, park benches, and trash containers in the picnic area, swimming/sunbathing beachfront, nature trails throughout the island, volleyball anchor posts, and 1 covered picnic shelter (installed by the Portland Yacht Club)

Parking: Free of charge concrete dock with an access ramp installed in collaboration with the Oregon State Marine Board



View of shoreline from dock access ramp



Standing in the center of the park looking up at the massive 100+ year old Walnut Tree

WALNUT TREE PARK

1 ACRE, COLUMBIA BLVD AND WHITE WAY

Description: Walnut Tree Park is a pocket park located inside residential areas. It is planted with grass and contains a massive 100+ year-old walnut tree as its focal point. This park was adopted and is maintained by the Kiwanis Day Breakers Club of St. Helens.

Amenities: An artistic bench created by welding students at the High School, one picnic table, and a park sign

Parking: None



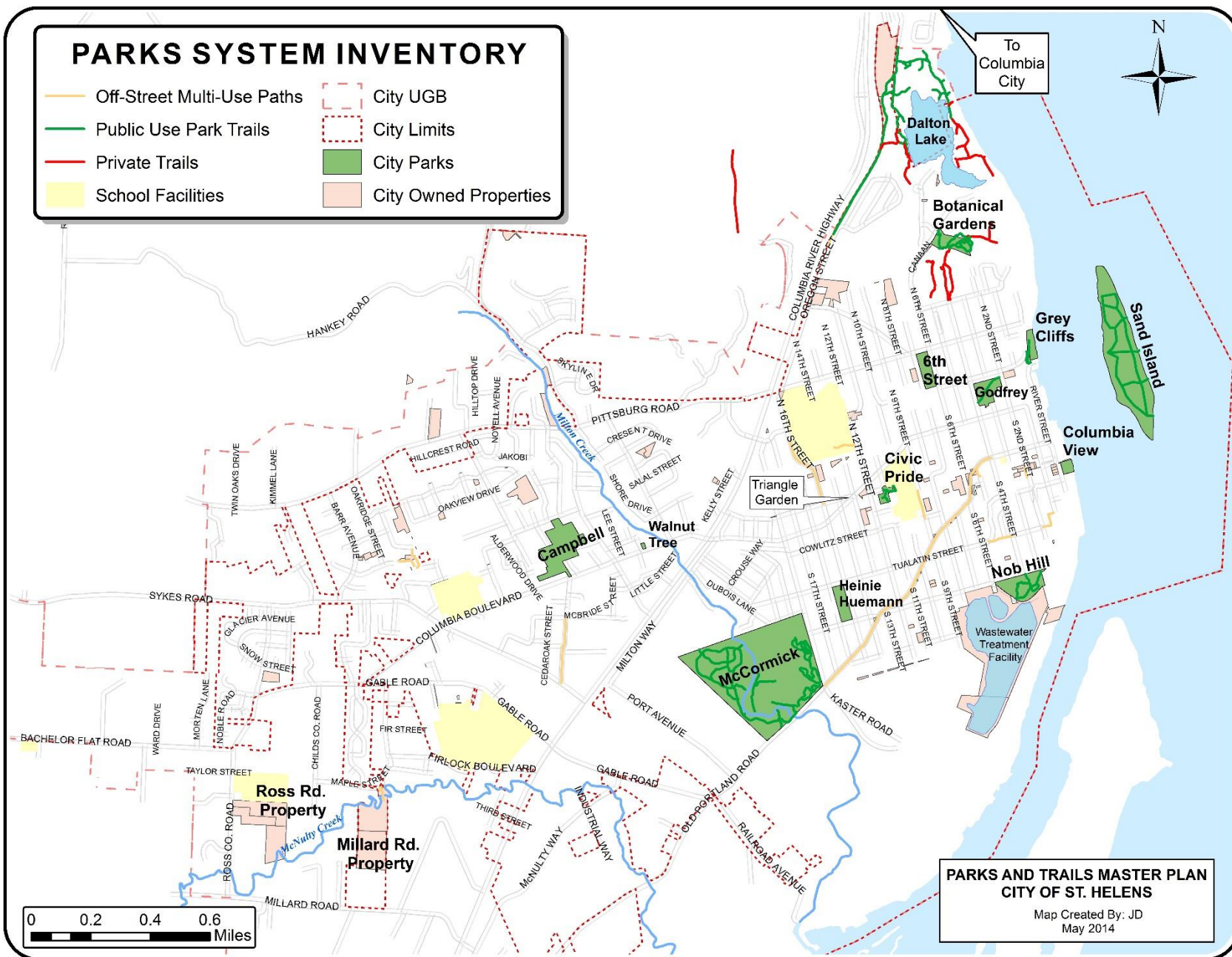
Walnut Tree Park Bench with newly planted flowers in foreground

3.11 SUMMARY OF PARK AMENITIES

	Facility Amenities												Sport Amenities										
	Gazebo	Picnic Shelter	Picnic Table(s)	Charcoal Grill(s)	Drinking Fountain(s)	Bench(es)	Playground Equipment	Trails	Restrooms	Showers	Campsites	Concession Stand(s)	Pets Off-Leash Area	Sand Volleyball	Horseshoe Court(s)	Soccer Field(s)	Football Field(s)	Softball Field(s)	Baseball Field(s)	Tennis Court(s)	Basketball Court	Skate Park	BMX Track
6th Street Park																x			2*				
Campbell Park		2	x		x	x	x		x			x						2		4	x		
Civic Pride Park				x		x																	
Columbia Bot. Garden								x															
Columbia View Park	x		x		x	x	x		x	x													
Dalton Lake Area								x															
Godfrey Park		1	x		x	x	x	x							4								
Grey Cliffs Park			x			x							x										
Heinie Heumann Park			x				x																
McCormick Park		1	x	x	x	x	x	x	x	x	11	x	x	x	2	x	x	2*	2			x	x
Nob Hill Nature Park								x															
Sand Island Marine Park			x	x		x			x		35**												
Walnut Tree Park			x			x																	

*Little League sized-fields

**Estimation, not formally designated campsites



3.2 OTHER ST. HELENS RECREATION FACILITIES

In addition to identifying city-owned and city-maintained park properties, it is important to note the facilities that may be just outside of the community's boundaries (Greater St. Helens Facilities) or are not maintained by the city, but that residents commonly use (Other St. Helens Facilities). Addressing these facilities and the services they provide to residents is important when determining where current needs exist and where future needs will lie. These facilities were generated from input from the Parks Board, the Bicycle and Pedestrian Commission, and city staff. The table to the right lists facilities within St. Helens, but not owned or maintained by St. Helens. The list includes a year-round public pool funded by the Greater St. Helens Parks and Recreation District, school district facilities, and other properties within city limits that serve as recreation areas or greenspace for residents.



Inside Eisenschmidt Pool building during a public swim

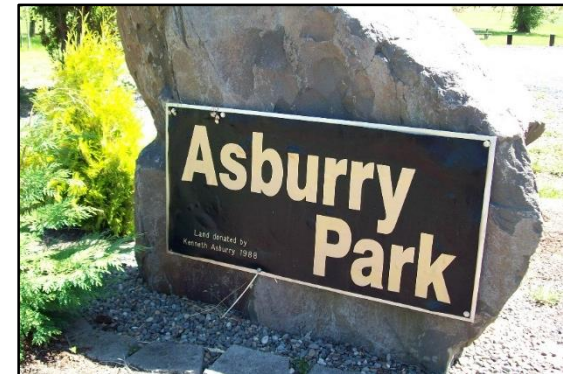
The table on the following page lists the facilities that are outside of St. Helens city boundaries, but that residents commonly use. It includes private properties like the St. Helens Golf Course and properties owned by the Port of St. Helens like the Scappoose Bay Marine Park and the Bayport RV Park. It also includes properties owned by St. Helens like the Salmonberry Tree Farm and Reservoir. Following the Greater St. Helens Recreation Facilities Table, there is a more in-depth description and history of the Dalton Lake Recreation Area.

OTHER ST. HELENS RECREATION FACILITIES

Name of Facility	Owner	Amenities
Dalton Lake Recreation Area	ODOT	Dirt and gravel trails around lake that connect to paved 8' multi-use Rutherford Parkway
Eisenschmidt Pool	Greater St. Helens Parks & Recreation District	Year-round public pool, swimming lessons, fitness classes, public swim sessions, home of St. Helens Sea Lions Swim Team
Millard Rd. Property	City	Greenspace owned by the city, but not an official designated park
Boise Property Baseball Fields off Kaster Rd.	Private	3 baseball fields with concession stands and bleachers, agreement with Boise for allowed use
St. Helens Middle School	St. Helens School District	Baseball field, football field, track
St. Helens High School	St. Helens School District	Tennis courts, track, football field, soccer field, baseball and softball field
Lewis and Clark Elementary	St. Helens School District	Playground
McBride Elementary	St. Helens School District	Playground

GREATER ST. HELENS RECREATION FACILITIES

Name of Facility	Owner	Amenities
Scappoose Bay Marine Park	Port of St. Helens	Nature trails, picnic area, public restrooms, kayaking rentals
Bayport RV Park	Port of St. Helens	23 campsites, fire rings, power/water hookups, restrooms with showers, gazebo
Asbury Park	Columbia County	Portable restrooms, picnic tables
Grace Baptist Church Field	Private	Use agreements for field use
St. Helens Moose Lodge	Private	Minor league baseball field
Ross Rd. field south of Grace Baptist Church	City of St. Helens	Purchased with park funds with the intent it would develop into a park in the future. Currently used as a driving range for SHS
St. Helens Golf Course	Private	18 hole, pro shop, cart rental, chipping/putting practice, warm-up cage, tournaments
Salmonberry Reservoir/Tree Farm	City of St. Helens	Day-use area, fishing, trails



Columbia County owned and maintained park



Salmonberry Reservoir stocked with fish



St. Helens
Moose Lodge
minor league
baseball field

3.21 DALTON LAKE RECREATION AREA

Located east of Hwy 30 and just south of Columbia City, the Dalton Lake area was used by ODOT as a wetlands mitigation site. It contains gravel and dirt trails surrounding the pond that connect to the paved 8' multi-use Rutherford Parkway. In 2009, an agreement between ODOT and the City was made to allow residents to use the area as a "passive recreation site." The Dalton Lake Site is entirely within the Urban Growth Boundary of the City, while only the southern quarter of the lake is within the City limits (See map on page 29). There are existing non-motorized access gravel and dirt trails surrounding the lake, with trailhead access from four locations: near the St. Helens water treatment facility at the northernmost part of Rutherford Parkway, Oregon Street at the start of the Rutherford Parkway, a private footpath from Spinnaker Way in Columbia City, and another private footpath off of Madrona Court in St. Helens.

The maintenance of the non-motorized access trails surrounding Dalton Lake is currently done by the Columbia Drainage Vector Control District. After verifying with a field technician in March 2014, they maintain the trail starting from the gate until the private property sign on the southeastern side of the lake. They maintain the trail from the months of April to September, with maintenance visits more often July through August. They trim back any fallen limbs, blackberries, grass, and brush growth.

There are a number of native species, some more rare than others in the Dalton Lake Recreation Area, such as the Wapato seen to the right. Non-natives, such as English Ivy, blackberries, and Canary Grass are very prevalent throughout the area. A "Friends of Dalton Lake" community group has been formed to help remove some of the more invasive non-natives, but regular work parties have not yet been planned. A complete inventory of the native and non-native species surrounding Dalton Lake can be seen in Appendix D.

Native Wapato thriving in the part sun marshy lands, amidst the invasive Canary Grass



View from trail that wanders up the cliff west of lake. Trail is accessible from the Rutherford Parkway



View from lower trail on the west of lake



Gate at beginning of trail that heads east around the lake. Arrow points to Rutherford Parkway

3.3 TRAILS

Before a trail inventory can be conducted, there must be a clear definition of what a trail is. The definition for a trail listed below is pulled from the 2013 Statewide Comprehensive Outdoor Recreation Plan (SCORP) and it dictates which trails and paths can be included in the trail system inventory. As the St. Helens trail system expands, it will need a trail classification system to distinguish the different functions of the types of trails. In Chapter 6.3, a classification system is developed to define the function and design of each trail route proposal.

3.31 TRAILS, PATHWAYS AND BIKEWAYS DEFINED

Trails, pathways, and bikeways include a number of trail types including multi-use, pedestrian, and soft surface trails to accommodate a variety of activities such as walking, running, biking, dog walking, rollerblading, skateboarding, and horseback riding. Such trails may be located within parks or along existing streets and roadways as part of the citywide transportation system. Multi-use trails are designed for use by pedestrians, bicyclists, skateboarders, wheelchairs, and other non-motorized vehicle users. These trails are hard surfaced to accommodate bicycles and provide accessibility for people with disabilities. Hard surfaced pedestrian trails are generally found within smaller parks and as secondary trails within larger parks. Soft surfaced trails are composed of soft-surface materials, such as soil, crushed rock, hog fuel, and wood chips. Most soft surfaces do not provide accessibility for people with disabilities but are preferable for some recreation activities, such as running and hiking. Trails, pathways, and bikeways may include amenities such as directional and control signage, gates, benches, overlooks, drinking fountains, lighting, trailhead kiosks, and interpretive signs.

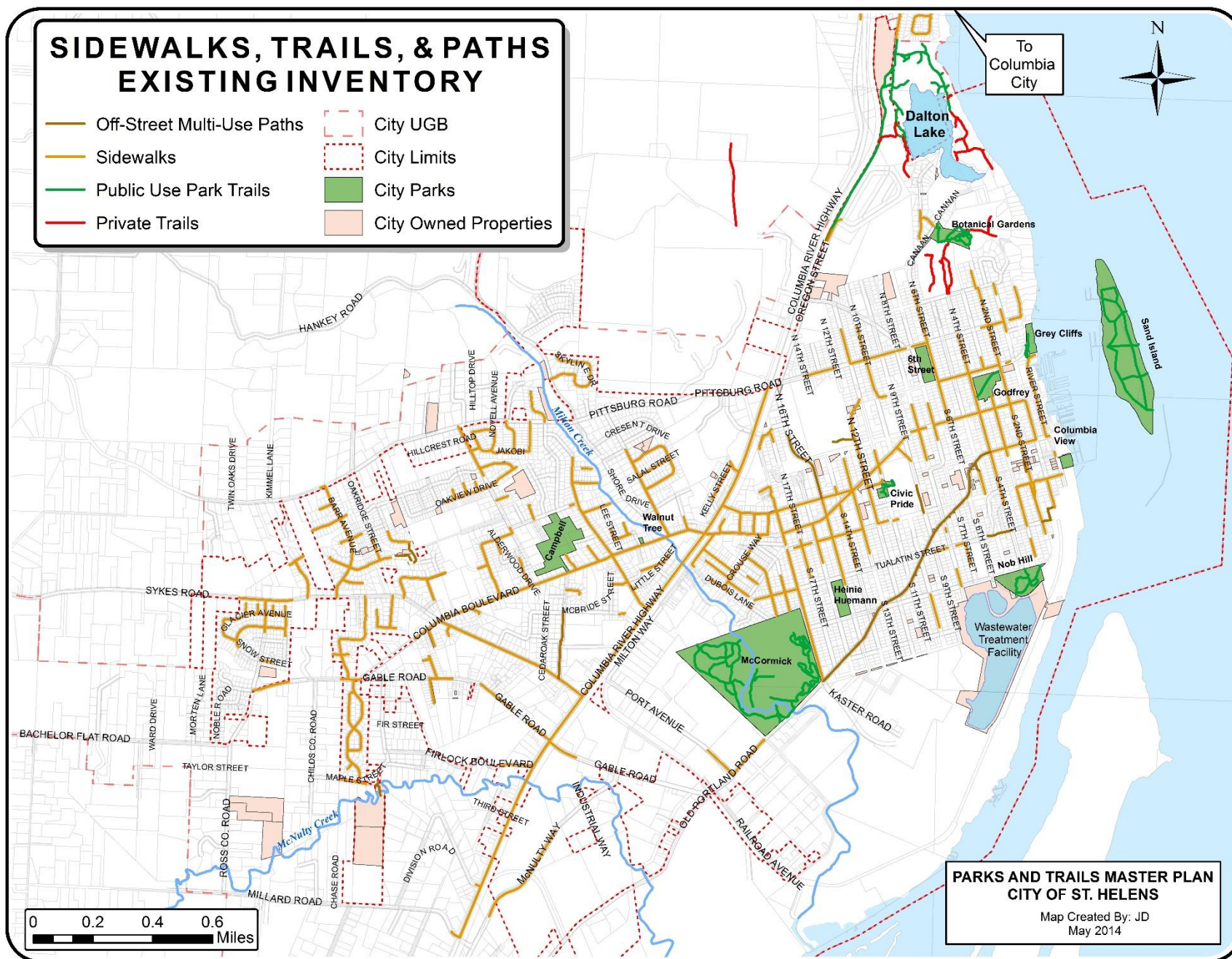
3.32 TRAIL INVENTORY

The definition of a trail dictates what can be included in the total trail inventory. It is important to note that the definition includes walking trails within the park system. This is important because, as seen in the table on the right, more than half of the trails within St. Helens are within the park system at 3.76 miles (See map on next page) of a total of 6.45 miles of trails.

ST. HELENS TRAIL INVENTORY

Category	Comment	Mileage
Park Trails	Nature trails within parks	3.76
Trails	Multi-use, off-street trails and paths. Includes pedestrian access points and stairs	2.69
Total		6.45

This leaves only 2.69 miles of trails outside of the park system mostly in the form of multi-use, off-street trails and pedestrian access points and stairs. There are examples and pictures of trails within the community that are categorized as off-street trails on page 16. These trails also include various pedestrian access points and staircases throughout the Riverfront District area, also pictured on page 16. These pedestrian access points, although scattered and fragmented, are very helpful to include in our inventory as the City works to fill in the gaps and develop a more comprehensive trail network that utilizes existing infrastructure as much as possible.



OFF-STREET TRAIL EXAMPLES: MULTI-USE PATHS

There are 2.58 miles of trails outside of the Park System in the form of multi-use, off-road trails (See table on page 33). Below are two examples of these off-street, multi-use paths in St. Helens.

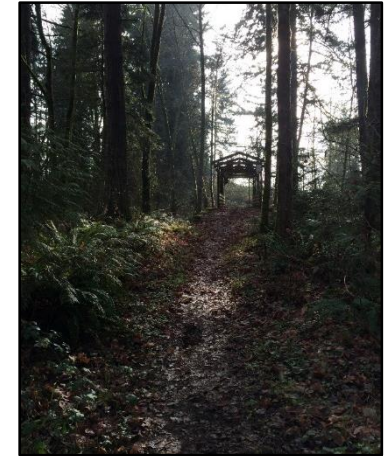
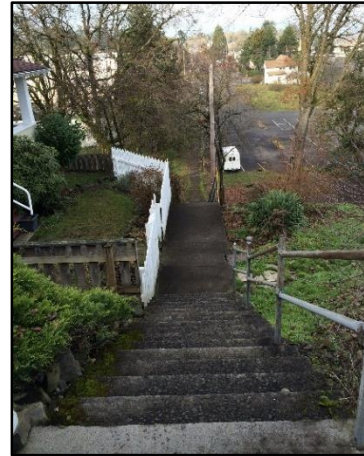


Top: Off-road, multi-use path separated by fence on 15th St. near Middle School
Bottom: Off-road path separated by narrow strip of grass on Old Portland Rd.

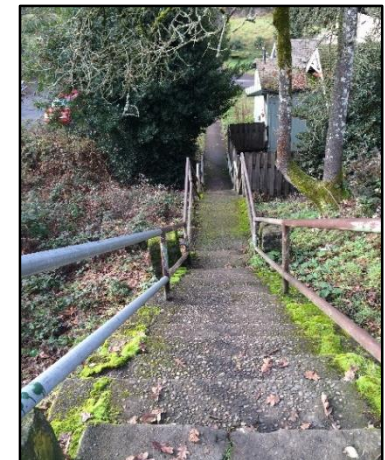


OFF-STREET TRAIL EXAMPLES: PEDESTRIAN ACCESS POINTS

These pedestrian access points, although scattered and fragmented, are helpful to include in our off-street trail inventory as the City works to fill in the gaps to develop a more comprehensive trail network.



Top Left: 2nd St. stairs, just south of St. Helens St.
Top Right: Footbridge and path over McNulty Creek, south of Marle St.
Bottom Left and Right: Tualitan St. between 4th and 6th St.



3.33 WATER TRAILS

The City of St. Helens' location on the Columbia River permeates nearly every aspect of the small town, from tourism to economic development to transportation. Since 2000, The Lower Columbia Estuary Partnership has been working to protect and restore the nationally significant lower Columbia River estuary with on-the-ground improvements, information, and education programs. See <http://www.estuarypartnership.org/> for details about the programs and habitat rehabilitation projects that they fund. The City of St. Helens should familiarize itself with the Lower Columbia Estuary Partnership's projects and how they will affect non-motorized boat traffic along the river. As the popularity of recreation along the lower Columbia River increases, the City of St. Helens may act as a land refuge for many members of the non-motorized boating community looking for a place to rest, eat, or sleep.



Kayaking tour group on the Columbia River



Sand Island Docks viewed from the Columbia River

According to the Statewide Water Trails Plan (2005-2014) prepared by the Oregon Parks and Recreation Department, non-motorized boating has grown in popularity in recent years in the state of Oregon. This increase in participation translates into financial benefits for communities that provide access to water trails. Water trails as a recreation destination provide rural communities with income to local boat liveries and outfitters, motels and bed and breakfasts, restaurants, grocery stores, gas stations and shops.

Capitalizing on the boat traffic that the Columbia River generates is important as the City of St. Helens expands their local economy to include more tourism-focused amenities and events. As Sand Island Marine Park and the two waterfront parks, Grey Cliffs Park and Columbia View Waterfront Park develop and improve, priority should be given to improvements that advance our ability to accommodate water trail visitors, such as official non-motorized boat ramp designations and proper way finding signage for amenities like showers, restrooms, campsites, and food.



Example of a non-motorized boat launch.
Beaver Boat Ramp and Park located in Clatskanie,

3.4 NATIVE AND NON-NATIVE SPECIES

There are many different interpretations about the benefits and purposes of parkland, the most common of which is active play and recreation. Another important purpose of parkland is natural habitat conservation and in some cases, rehabilitation. This section is a result of numerous community members requesting that the Parks and Trails Master Plan consider the opportunity areas where native species are thriving and problem areas where non-natives are taking over in our park system. Natural areas, including those that exist within our park system, provide essential habitat for wildlife. For this reason, when new development occurs inside a park, it is important to consult with a volunteer naturalist or interested community member to identify any native plants that may be disturbed. If there will be disturbance and no other location is suitable for the development, native plants can be harvested and saved by interested community members.



Wapato thriving amidst the invasive Canary Grass in the part sun, marshy lands around Dalton Lake

The known opportunity areas where native plants are thriving inside parks (aside from Nob Hill Nature Park) include:

1. Heinie Heumann has patches of Camas, Chocolate Lilies, and Fawn Lilies
2. McCormick Park has patches of Camas
3. Dalton Lake has thriving Wapato around the northeast and northwest edges of the lake (See upper right)

As much as possible, development should stay clear of these sensitive areas.

The known problem areas where non-natives are spreading and disrupting the natural landscape significantly include:

1. Sand Island - Scotch Broom and Canary Grass
2. McCormick Park - Scotch Broom and English Ivy
3. Dalton Lake - English Ivy, Blackberries, and Canary Grass

As much as possible, these areas need non-native species removal during regular maintenance.



Camas at Nob Hill Nature Park

3.5 ACCESSIBILITY MANDATES

The Americans with Disabilities Act (ADA) is a comprehensive law that took effect in 1992, making access to recreation and play settings a guaranteed civil right to all Americans. Facilities constructed with federal or state assistance or located on land acquired with federal or state assistance must be designed and constructed in conformance with ADA. The City of St. Helens has not acquired state or federal funding for its park or trail facilities. However, with the aging demographics of the nation, St. Helens too, will see a rise in elderly populations as the baby boom generation grows older. The City should monitor its aging demographics to see if meeting ADA guidelines for park amenities becomes a priority as the demand for ADA accessible facilities grows.

Further, if the City were to receive state or federal funds to acquire more parkland, expand trail access, or improve park facilities in the future, a transitional plan would have to be prepared that includes all modifications to comply with the ADA guidelines. The state of Oregon and the Oregon Parks and Recreation Department created an Accessibility Checklist that contains self-evaluation questions that must be answered and acted on, specifically if federal or state funds support any aspect of the project.

Accessibility Checklist

1. Is parking in compliance with the ADA Act?
2. Does a path of travel from parking, street, or sidewalk to the recreation area or facility exist and meet ADA requirements?
3. Are conveniences (e.g. water fountains) along the path of travel accessible?
4. Is the entrance signed appropriately? Does it meet ADA requirements?
5. Are use areas (e.g. ball fields, spectator areas, concessions, passive areas) able to be used by a person with a disability?
6. Are use areas designed to encourage and maximize interaction among people with and without disabilities?
7. Can existing facilities and experiences be modified for use by persons with a disability? Have such modifications been made?
8. Does the surfacing allow unassisted, unimpeded travel by a person in a wheelchair?
9. When an area and facility is not readily accessible to and usable by a person with a disability is another area or facilities providing similar experiences nearby and accessible?
10. When an area is not readily accessible to and usable by a person with a disability, is this area scheduled to be made accessible and included in the transition plan?



ADA compliant swing installed in Cornona, CA enable both young children and children with special needs to feel the thrill of a ride on a swing and allow their parents to easily and safely take them in and out of the swing via the rubberized surfacing

CHAPTER 4: LEVEL OF SERVICE

4.1 PARK CLASSIFICATION SYSTEM

4.2 PARKLAND LEVEL OF SERVICE ANALYSIS

4.21 LEVEL OF SERVICE DEFINED

4.22 RECOMMENDED PARK LEVEL OF SERVICE

4.23 LEVEL OF SERVICE BY PARK

4.24 LEVEL OF SERVICE BY PARK CLASSIFICATION: 2010 POPULATION

4.25 LEVEL OF SERVICE BY PARK CLASSIFICATION: 2020 POPULATION PROJECTION

4.3 PARKLAND SERVICE AREA

4.4 TRAILS LEVEL OF SERVICE ANALYSIS

4.41 TRAIL LEVEL OF SERVICE DEFINED

4.42 TRAIL LEVEL OF SERVICE: 2010 POPULATION

4.43 TRAIL LEVEL OF SERVICE: 2020 POPULATION

4.1 PARK CLASSIFICATION SYSTEM

“The most effective park system to develop and manage is one made up of a variety of different types of parks, open space areas, and recreational venues, each designed to provide a specific type of recreation experience or opportunity. A park system that is classified and used properly is easier to maintain, creates fewer conflicts between user groups, and minimizes negative impacts on adjoining neighbors. A good park classification system also helps assess what facilities are available for current use and what types of parks will be needed to serve the community in the future” (SCORP - Statewide Comprehensive Outdoor Recreation Plan 2013-2017).

St. Helens has a wide variety of parks, all with different characteristics that meet different the different recreational needs of the community. In order to better understand where the gaps in the park system lie, this plan will work to categorize them according to a few basic classifications discussed below.

A wide variety of parkland classifications can be found throughout the state. Generally, jurisdictions decide which classification system best suits their existing park infrastructure. Because the Parks Master Plan (1999) does not incorporate a classification system into its analysis, this Plan will use the recommended guidelines from the Oregon Parks and Recreation Department published in the SCORP (2013-2017). This classification system applies to all local parks, including city, county, regional, and state park systems in Oregon. Each classification includes an approximate acreage, which may not correspond exactly to the size of the existing park, but all other criteria match up. Each classification also includes the time it takes a typical adult to walk to the park, an approximate service area, and the amenities offered.

POCKET PARKS

A pocket park is the smallest park classification. Pocket parks provide basic recreation opportunities on small lots, within recreation areas serving an area within approximately 5-10 minutes walking time (approximately ¼ mile). Typically less than two acres in size (1/4-2 acres), these parks are designed to serve residents in immediately adjacent neighborhoods. Pocket parks provide limited recreation amenities, such as small playgrounds, benches, and picnic tables. Pocket parks do not normally provide off-street parking.

URBAN PLAZA PARKS

Urban plaza parks are public gathering spaces in urban spaces that foster community interaction and civic pride. They are small in size (¼ to 3 acres) and intensely developed. Visitors will tend to be those who are already in the neighborhood for other purposes, such as shopping, work, dining and/ or those who live in or near densely developed urban areas. Urban plaza parks typically include amenities such as drinking fountains, benches, litter receptacles, trees and shrubs, paved walkways and plazas.

NEIGHBORHOOD PARKS

Neighborhood parks provide close-to-home recreation opportunities primarily for non-supervised, non-organized recreation activities. They are located within approximately 5-10 minute walking time (approximately $\frac{1}{4}$ - $\frac{1}{2}$ mile) without crossing major thoroughfares and/or other structures and easy bicycling distance of residents. They serve up to a one-half-mile radius, and are generally 2-20 acres in size (Service area is also influenced by neighborhood configuration and various geographical and transportation barriers). Neighborhood parks typically include amenities such as playgrounds, outdoor sports courts, sports fields, picnic tables, pathways, and multi-use open grass areas. They may or may not provide off-street parking. Neighborhood parks can, when practical, be located next to elementary schools in order to provide more efficient use of public resources.

COMMUNITY PARKS

Community parks are typically larger in size and serve a broader purpose than neighborhood parks. Their focus is on meeting the recreation needs of several neighborhoods or large sections of the community, as well as preserving unique landscapes and open spaces. Community parks are typically 15-100 acres, depending on the spatial requirements of the facilities provided and the amount of land dedicated to natural resource protection. Community parks provide both active and passive recreation opportunities that appeal to the entire community serving an area within approximately 15 minutes driving time. While a community park may be proximate to a neighborhood and can provide typical neighborhood park amenities, they are normally designed as a “drive-to sites.” Community parks typically accommodate large numbers of people, and offer a wide variety of facilities, such as group picnic areas and large shelters, sports fields and courts, children’s play areas, swimming pools and splash pads, community gardens, extensive pathway systems, community festival or event space, and green space or natural areas. Community parks require additional support facilities, such as off-street parking and restrooms and as such can also serve as regional trailheads.

REGIONAL PARKS

Regional parks are large parks that provide access to unique natural or cultural features and regional-scale recreation facilities. Typically 100 acres or more in size, regional parks serve areas within a 45 minute driving time. These parks often include significant green space to preserve unique natural areas, riverfront corridors, wetlands, and agricultural or forested areas. Regional parks may include properties for which there are no immediate development plans and are situated in such a way as to primarily serve the surrounding neighborhood (land banked properties). Regional parks also may accommodate large group activities and often have infrastructure to support sporting events, festivals, and other revenue-generating events to enhance the City’s economic vitality and identity. Activities available in regional parks may include picnicking, boating, fishing, swimming, camping, trail use, etc. Regional parks include supporting facilities, such as restrooms and parking.

NATURE PARKS

Nature parks are lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering. They may preserve or protect environmentally sensitive areas, such as wildlife habitats, stream and creek corridors, or unique and/or endangered plant species.

Nature parks may vary in size from small parcels (less than 10 acres) to large properties of more than 200 acres. Nature parks typically serve a community-wide population and include greenways, natural areas, and preserves. Public access to natural areas may be limited at these sites, which often include wetlands, steep hillsides, or other similar spaces. Some nature parks may be managed secondarily to provide passive recreation opportunities. These sites may contain trails, interpretive displays, viewpoints, and seating areas.

SPECIAL USE PARKS

The Special Use classification covers a broad range of park and recreation lands that are specialized or single- purpose in nature. Parks in this category include waterfront or ocean access parks, boat ramps, memorials, historic sites, waysides, swimming areas, single purpose sites used for a particular field sport, dog parks, skate parks, display gardens, sites occupied by buildings, or protect some significant geologic or scenic feature. Special use parks that have a community or regional draw may require supporting facilities such as parking or restrooms. Park size is dependent on the special use and can vary from very small to many acres.

ST. HELENS FACILITY CLASSIFICATION

As summarized in the table on the right, each park in the St. Helens parks system was classified by closely matching the park characteristics listed in the definitions above. The Parks Board was given a list of these classification definitions and approved of the park classifications listed in the table on the right. It is important that the classifications of each park most closely match reality because the Level of Service calculations that work to identify gaps in the park system in the following section rely on accurate park classifications.

ST. HELENS FACILITY CLASSIFICATION

Name of Facility	Classification	Acreage
6 th Street Park	Neighborhood Park	2.9
Godfrey Park	Neighborhood Park	3.6
Grey Cliffs Park	Neighborhood Park	1.6
Heinie Heumann Park	Neighborhood Park	2.9
Columbia Botanical Gardens	Nature Park	3.2
Nob Hill Nature Park	Nature Park	6.6
Civic Pride Park	Pocket Park	1.2
Walnut Tree Park	Pocket Park	0.15
County Courthouse Plaza*	Urban Plaza Park	0.25
Columbia View Park	Urban Plaza Park	1.0
Campbell Park	Community Park	9.1
Sand Island Marine Park**	Regional Park	31.7
McCormick Park	Regional Park	70.7
Total		134.9

*Owned and maintained by County, but included in calculations because it is within City.

**Island ranges in size. To be consistent, smallest estimate will be used for calculations.

4.2 PARK LEVEL OF SERVICE ANALYSIS

4.21 LEVEL OF SERVICE (LOS) DEFINED

To determine adequacy, park and recreation providers typically measure existing parklands and facilities and compare them against established standards, typically Level of Service (LOS) Standards. LOS standards are measures of the amount of public recreation parklands and facilities being provided to meet that jurisdiction's basic needs and expectations. For example, the amount of parkland currently needed in a particular jurisdiction may be determined by comparing the ratio of existing developed park acres per 1,000 residents (by all providers within the jurisdiction) to the jurisdiction's desired level of parks relative to population. The gap between the two ratios is the currently needed park acreage. As the population grows, the objective is to provide enough additional acreage to maintain the jurisdiction's desired ratio of park acres to 1,000 residents. As it functions primarily as a target, adopting a LOS standard does not obligate a City to provide all necessary funding to implement the standard. Instead, the LOS simply provides a basis for leveraging funds. These ratios can provide insight and act as tools to determine the amount of parkland or trails needed to meet current and future recreation needs.

4.22 RECOMMENDED PARK LOS

In the graph on the right, each park classification is listed with LOS guideline examples provided by three different sources. The first column entitled "Average Planning LOS Guidelines in OR" is a statewide calculated average Level of Service for Oregon. The sample for the calculation included municipal, special park district, port district, county, and tribal recreation providers. The survey was conducted by the Oregon Parks and Recreation Department on the Survey Monkey website. Of the 268 parkland providers contacted, 89 completed the survey for a 33% response rate. The next column is the National Recreation and

RECOMMENDED OREGON LEVEL OF SERVICE GUIDELINES

Parkland Type	Average Planning LOS Guidelines in Oregon (Acres /1,000 population)	NRPA Standard LOS Guidelines (Acres /1,000 population)	Recommended Oregon LOS Guidelines (Acres /1,000 population)
Pocket Parks	0.16	0.25 to 0.5	0.25 to 0.5
Urban Plaza Parks	0.18	None	0.1 to 0.2
Neighborhood Parks	1.27	1.0 to 2.0	1.0 to 2.0
Community Parks	2.76	5.0 to 8.0	2.0 to 6.0
Regional Parks	8.99	5.0 to 10.0	5.0 to 10.0
Nature Parks	2.74	None	2.0 to 6.0
Special Use Parks	0.38	None	None
Totals	-	6.25 to 10.5 developed	6.25 to 12.5

Parks Association's (NRPA) recommended LOS guidelines, which do not provide guidelines for Urban Plazas, Nature Parks, or Special Use Parks. The last column includes the recommended Oregon guidelines this Plan Update will be using for its LOS comparisons. Just like the Park Classification System used

in the previous section, these guidelines are also from the 2013-2017 Statewide Comprehensive Outdoor Recreation Plan (SCORP). The SCORP recommended Oregon LOS guidelines were developed after reviewing the NRPA guidelines and the results from the statewide average guidelines survey. It is recognized that while these guidelines provide a useful framework for evaluating jurisdiction resources, individual jurisdictions ultimately need to develop their own guidelines that are reflective of our unique conditions, resources, and needs.

4.23 LEVEL OF SERVICE BY PARK

On the table to the right, the level of service provided by each park is calculated. St. Helen's largest park, McCormick Park and second largest park, Sand Island Marine Park, provide the majority of St. Helen's total level of service, at just under 8 acres per 1,000 residents combined. The total level of service St. Helens provides, as seen in the table on the next page, is 10.54 acres per 1,000 residents. Compared to the SCORP recommended level of 10.35 acres per 1,000 residents, this is an overage of 0.19. Although this calculation is positive news, there are other aspects beyond the total level of service to consider. On the following page, the level of service provided broken down by each park classification is compared to the SCORP recommended level. In addition, the same comparison is made using a 2020 projected population.

LEVEL OF SERVICE BY PARK 2010 CENSUS POPULATION: 12,847

Name of Facility	Classification	Acreage	LOS Provided (Acres / 1,000 population)
6th Street Park	Neighborhood Park	2.9	.22
Godfrey Park		3.6	0.28
Grey Cliffs Park		1.6	0.12
Heinie Heumann Park		2.9	0.23
Columbia Botanical Gardens	Nature Park	3.2	0.25
Nob Hill Nature Park		6.6	0.51
Civic Pride Park	Pocket Park	1.2	.09
Walnut Tree Park		0.15	.01
Columbia View Park	Urban Plaza Park	1.0	0.08
County Courthouse Plaza*		0.25	.02
Campbell Park	Community Park	9.1	0.71
Sand Island Marine Park	Regional Park	31.7	2.47
McCormick Park		70.7	5.5

*Owned and maintained by the County, but included in calculations because it is within the city.

4.24 LEVEL OF SERVICE BY PARK CLASSIFICATION: 2010 POPULATION

The table below looks at the level of service provided by each park classification compared to the SCORP recommended level of service. A discussion of how the SCORP calculated the recommended levels of service for each park classification is on page 5.

For the first classification, pocket parks, St. Helens is under the recommended level by 0.14 acres per 1,000 residents, which means 1.8 acres are needed to meet the guideline. For urban plaza parks, St. Helens meets the standard without any overage acreage. It is recommended to have 1 acre per 1,000 population for neighborhood parks and St. Helens provides just under that guideline at 0.86 acres. The community park classification is where St. Helens falls the furthest from the guideline, with a recommendation to add 16.6 acres of parkland to meet the minimum. This is largely because McCormick Park, which provides a huge 5.5 acres per 1,000 residents alone, fit the criteria for the classification of a regional park, rather a community park. Therefore, the City is significantly higher than the guideline for regional parks at an excess of 3 acres per 1,000 population. Nature parks are the second highest priority by park classification, falling short of the minimum guideline by 1.24 acres per 1,000 population. Similar to the community parks classification, it is recommended that 15.9 acres of nature parks be added to the St. Helens park system. According to these level of service calculations, the two park additions that would have the greatest effect in meeting the recreational needs of the community are the addition of a community park and a nature park.

LEVEL OF SERVICE BY CLASSIFICATION

2010 CENSUS POPULATION: 12,847

Classification	Acreage Provided	LOS Provided Acres / 1,000 pop.	Recommended OR LOS Acres / 1,000 pop.	Deficiencies or Overages Acres / 1,000 pop.	Deficiencies or Overages
Pocket Parks	1.35	0.11	0.25 to 0.5	(-0.14)	Needs 1.8 acres
Urban Plaza Parks	1.25	0.10	0.1 to 0.2	0	Meets standard
Neighborhood Parks	11.0	0.86	1.0 to 2.0	(-0.14)	Needs 1.8 acres
Community Parks	9.1	0.71	2.0 to 6.0	(-1.29)	Needs 16.6 acres
Regional Parks	102.4	8.00	5.0 to 10.0	+3.0	Exceeds by 38.5 acres
Nature Parks	9.8	0.76	2.0 to 6.0	(-1.24)	Needs 15.9 acres
Totals	134.9	10.54	10.35	+0.19	Exceeds by 2.4 acres

4.25 LEVEL OF SERVICE BY PARK CLASSIFICATION: 2020 POPULATION PROJECTION

The level of service table below contains the same calculations as the table on the previous page, except the population has been projected for the year 2020. As expected, as the population grows and assuming the park system remains the same level of acreage, the park system falls short of the recommended level of service for nearly every park classification. The only classification that meets the recommended level of service are the regional parks, likely because of the size of Sand Island Marine Park and McCormick Park. Still, the two park additions that would have the greatest effect in meeting the recommended level of service for Oregon are the addition of a community park and a nature park.

“The two park additions that would have the greatest effect in meeting the recreational needs of the community are the addition of a community park and a nature park.”

LEVEL OF SERVICE BY CLASSIFICATION

2020 POPULATION PROJECTION: 15,591*

Classification	Acreage Provided	LOS Provided Acres / 1,000 pop.	Recommended OR LOS Acres / 1,000 pop.	Deficiencies or Overages Acres / 1,000 pop.	Deficiencies or Overages
Pocket Parks	1.35	0.09	0.25 to 0.5	(-0.16)	Needs 2.5 acres
Urban Plaza Parks	1.25	0.08	0.1 to 0.2	(-0.02)	Needs 0.3 acres
Neighborhood Parks	11.0	0.71	1.0 to 2.0	(-0.29)	Needs 4.5 acres
Community Parks	9.1	0.58	2.0 to 6.0	(-1.42)	Needs 22.1 acres
Regional Parks	102.4	6.57	5.0 to 10.0	+1.57	Exceeds by 24.5 acres
Nature Parks	9.8	0.63	2.0 to 6.0	(-1.37)	Needs 21.4 acres
Totals	134.9	8.66	10.35	(-1.69)	Needs 26.3 acres

*Population Projection from Portland State University Population Research Center (2010)

4.3 PARKLAND SERVICE AREA

In addition to guidelines for how *much* parkland should be provided per capita, there are also guidelines for *where* new parkland should be developed. Specifically, the St. Helens Comprehensive Plan states that the City should, “acquire sites for future parks as identified on the comprehensive plan map as far in advance as possible to have sites be within 1/2 mile of residential areas”. The map on the following page shows the residential areas that do not have parkland within a 1/2 mile radius. Notice the map also assumes that the Millard Rd. Property will be developed into a park in the future. If this property is not developed as a park, there would be even more residential areas not served by a park within a 1/2 mile radius.

There a number of variables that can change residential accessibility to a park, such as the presence of pedestrian infrastructure (sidewalks, off-street trails, crosswalks) or even the size of the park. Many jurisdictions maintain a larger radius service area for their regional parks and community parks (1-3 miles), and lower service areas for pocket parks (1/4 mile) and neighborhood parks (1/2 mile). As discussed in the Park Classification System (Section 4.1), the service radius is calculated based on the classification of the park. Each park classification includes approximate parkland acreage, the time it takes a typical adult to walk or drive to the park, an approximate service area, and the recreational amenities offered. For example, a typical regional parks contains ample recreational amenities and subsequently people are willing to walk or drive further to get to the park, ultimately resulting a larger service area.

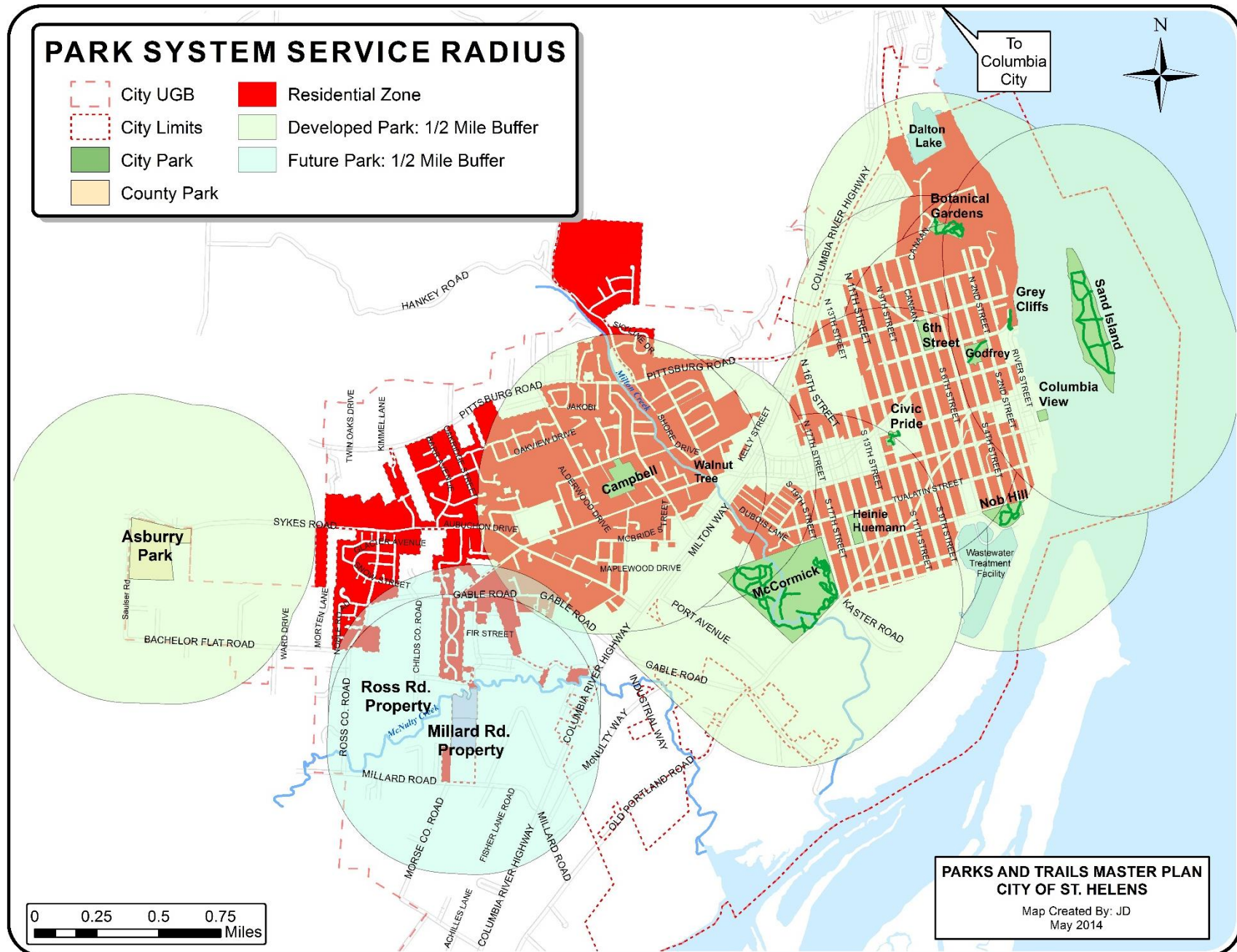
To conclude, although there are areas that are not served by a park within a 1/2 mile radius, the City’s Comprehensive Plan rule for a 1/2 mile service area does not take into consideration alternative variables, such as pedestrian accessibility and park classification, that dictate service radiuses for parkland. After all, people are willing to travel further than a 1/2 mile to reach a park, especially if they are traveling on comfortable pedestrian infrastructure or if they are traveling to park with contains outstanding recreational amenities and a parking lot (like a regional park).



Multi-use, off-street paths like this one on 15th St can help extend park service areas by providing a comfortable off-street experience



Family walking their dog around Dalton Lake



4.4 TRAILS LEVEL OF SERVICE ANALYSIS

As stated in Chapter 3, a “trail” includes multi-use, pedestrian, and soft surface trails that accommodate a variety of activities such as walking, running, biking, dog walking, rollerblading, skateboarding, and horseback riding. Multi-use trails are designed for use by pedestrians, bicyclists, skateboarders, wheelchairs, and other non-motorized vehicle users. Such trails may be located within parks or along existing streets and roadways as part of the citywide transportation system. This has ramifications for a city like St. Helens, where almost half of its trail system is within parks (See table below).

4.41 TRAIL LEVEL OF SERVICE DEFINED

To determine adequacy of any trail system, a level of service (LOS) can be calculated and used as a comparison to the statewide recommended guideline. As is the case for parkland LOS, as the population grows, the objective is to provide enough additional mileage to maintain the jurisdiction’s desired ratio of trail mileage per 1,000 residents. As it functions primarily as a target, adopting a LOS standard does not obligate a City to provide all necessary funding to implement the standard. Instead, the LOS simply provides a basis for leveraging funds. These ratios can provide insight and act as tools to determine the amount of trails needed to meet current and future recreation needs. The table below lists the average planning LOS Guidelines across the state as well as the recommended Oregon LOS Guidelines. The National Recreation and Parks Association (NRPA) does not provide a Trail LOS Guideline.

The statewide average was calculated by the Oregon Parks and Recreation Department by conducting a survey on the Survey Monkey website. Of the 268 parks and recreation providers contacted, 89 completed the survey for a 33% response rate. The statewide average planning LOS Guidelines are at 0.62 miles per 1,000 residents and the SCORP recommended LOS for Oregon is anywhere between 0.5 to 1.5 miles of trails per resident. In the tables on the following pages, comparisons are made between the existing trail level of service to the minimum guideline of 0.5 miles per 1,000 residents with both the current population and a population projection for 2020.

TRAIL LEVEL OF SERVICE GUIDELINES

Statewide Average Planning LOS Guidelines Mileage / 1,000 population	NRPA Standard LOS Guidelines Mileage / 1,000 population	Recommended Oregon LOS Guidelines Mileage / 1,000 population
0.62 miles	None	0.5 to 1.5 miles

4.42 TRAIL LEVEL OF SERVICE: 2010 POPULATION

The table below states that the level of service provided by the existing trail network meets the minimum state recommended guideline of 0.5 miles of trail / 1,000 residents. It is important to note that although the calculations indicate that the St. Helens trail system just under the minimum level of service, this minimum level of service guideline is being met on a trail network that is almost entirely within the park system. About 60% of the 6.45 miles of trails provided are within the park system. Further, the trails within St. Helen's McCormick Park make up 2.5 miles of the park trails, which is over half of the total park trails at 3.76 miles.

Since most trails are located within a select few parks, most residents do not consider St. Helens trail system to be a comprehensive network, despite meeting the minimum guideline. Further, the areas with off-street trails are fragmented and do not connect residents to desirable destinations, like the waterfront, other parks, and surrounding neighborhoods or businesses (See map on next page). Looking beyond the just the overall trail level of service guideline, it is clear that the St. Helens trail system is lacking off-street, multi-use trails. This trail level of service analysis confirms that new trail proposals would have the most impact if they are off-street, multi-use trails located in areas that incorporate the existing park trails into a larger, more comprehensive trail network.

“...New trail proposals would have the most impact if they are off-street, multi-use trails located in areas that incorporate the existing park trails into a larger, more comprehensive trail network.”

TRAIL LEVEL OF SERVICE
2010 CENSUS POPULATION: 12,847*

Category	Comment	Mileage	LOS Provided Miles / 1,000 pop.	Recommended OR LOS Miles / 1,000 pop.	Deficiencies or Overages Miles / 1,000 pop.	Deficiencies or Overages
Park Trails	Trails within parks	3.76	0.29	No standard	0	No standard
Trails	Multi-use, off-street paths & pedestrian access points	2.69	0.21	No standard	0	No standard
Totals		6.45	0.5	0.5 to 1.5 miles	0	Meets minimum guideline



4.43 TRAIL LEVEL OF SERVICE: 2020 POPULATION

Although the City currently has enough mileage of trails to meet the minimum guidelines for 2010, the projected 2020 population does not fare so well. If the inventory of trails were not expanded and the population in St. Helens grows at predicted rates, it would put even more strain on the existing trail network to meet the recreational needs of the residents. According to the minimum recommendation of 0.5 miles per 1,000 residents, the City would need to add 1.4 miles of trails to the trail inventory by 2020. Further, these calculations make the assumption that the City would like to meet only the minimum recommended level of service. If the City would like to reach the maximum recommended level of service at 1.5 miles per 1,000 people, it would need to develop 17 miles of trails by the year 2020.

“If the City would like to meet the maximum recommended level of service at 1.5 miles per 1,000 people, it would need to develop 17 miles of trails by the year 2020.”

TRAIL LEVEL OF SERVICE 2020 POPULATION PROJECTION: 15,591*

Category	Comment	Mileage	LOS Provided Miles / 1,000 pop.	Recommended OR LOS Miles / 1,000 pop.	Deficiencies or Overages Miles / 1,000 pop.	Deficiencies or Overages
Park Trails	Trails within parks	3.76	0.24	No standard	No standard	No standard
Trails	Multi-use, off-street paths and pedestrian access points	2.69	0.17	No standard	No standard	No standard
Totals		6.45	0.41	0.5 to 1.5 miles	(-0.09)	Need 1.4 miles to meet minimum guideline

*Population Projection from Portland State University Population Research Center (2010)

CHAPTER 5: NEEDS ASSESSMENT

5.1 COMMUNITY OUTREACH

5.11 PARKS AND TRAILS ONLINE SURVEY REPORT

5.12 PUBLIC FORUM

5.13 SERVICE GROUPS AND CLUBS

5.2 COMMISSION AND CITY STAFF INVOLVEMENT

5.21 PARKS COMMISSION

5.22 BICYCLE AND PEDESTRIAN COMMISSION

5.23 PLANNING COMMISSION

2.24 CITY COUNCIL INVOLVEMENT

2.25 CITY STAFF INVOLVEMENT

5.3 OREGON PARKS AND RECREATION DEPARTMENT RECREATION DATA (2011)

5.31 PROVIDER NEEDS SURVEY

5.32 RESIDENT DEMAND SURVEY

5.4 NEEDS ASSESSMENT CONCLUSION

5.41 IDENTIFIED PARK NEEDS

5.42 OTHER RECREATION AREAS NEEDS

5.1 COMMUNITY OUTREACH

Broad and deep engagement with community members is a fundamental building block to any successful plan. Gathering input from a wide range of community members is essential to this planning effort for a few reasons.

- Local people have transformative insights simply because they know their town best. *Local knowledge* of the community deepens and gives context to your quantitative data, from wildlife to walkability.
- Interacting and gathering input from residents builds *community ownership*. They need to share in the decisions leading up to the results. Residents need to own the final recommendations of a planning process so that they can be upheld into the future.
- Many minds working on a project leads to better results. The greater the diversity of people contributing to solving a problem, the more creative and effective the solutions.

Listed below are the methods used to engage the public in this planning process. First is the description of the community survey, followed by results and analysis. Then, the follow-up public forum is discussed.

5.11 PARKS AND TRAILS ONLINE SURVEY REPORT

An online community survey was conducted in order to gather feedback on how the City could improve the parks and trails system. It was created using the sophisticated survey platform Qualtrics. Results were gathered for one month, from February 3rd - March 3rd. **We received a total of 211 started surveys with a 77% completion rate, leaving a total of 163 completed survey responses.** A summary and analysis of results for each question can be found in the survey report in the following section. With the goal of reaching a wide spectrum of St. Helens residents, the survey was publicized through the following mediums:

Newspapers: St. Helens Chronicle online and an article in the hardcopy paper on Feb. 5th, Scappoose Spotlight hardcopy paper on Jan. 31st

Newsletters: City of St. Helens Feb. e-Newsletter, St. Helens High School Feb. Newsletter (See next page), St. Helens Middle School Feb. Newsletter

Fliers Distributed to: Kiwanis Day Breakers, St. Helens Public Library, and many of the local businesses were handed fliers to display
(See next page for promotional flier)

Other: City of St. Helens Facebook, SHEDCO's Facebook, South Columbia County Chamber of Commerce Facebook, City of St. Helens Press Release, Public Health Foundation of Columbia County distributed survey to agency staff, promoted at the bi-monthly Chamber of Commerce Coffee Klatsch

HAS YOUR VOICE BEEN HEARD?



If you have ever thought of the ways a specific park could be improved or if you wish St. Helens had a more comprehensive trail network, this is the time to let us know **your** ideas!

The City of St. Helens is in the process updating the Parks and Trails Master Plan. As a part of this update, the City is conducting an online Parks and Trails Survey. The results will be used to help guide future recreational development by identifying the various recreational needs of the community.

ACCESS THE ONLINE SURVEY: www.tinyurl.com/parkandtrail

- ✓ The survey only takes about 15 minutes
- ✓ The City will continue collecting responses until March 3rd.

The Parks and Trails Master Plan Survey covers topics like:

- ✓ How frequently does your household use park facilities?
- ✓ Which sports facilities are important to you?
- ✓ How much money should City should budget to improve parks and trails?
- ✓ Which recreational activities does your household enjoy?
- ✓ How important are parking lots, security lighting, pedestrian access and informative signage?

QUESTIONS? WANT TO KNOW MORE?

The Parks and Trails Master Plan Survey is just one way the City is working to gather public input for this Plan Update. We are also conducting a follow-up Public Workshop in late March/early April and all St. Helens residents are invited to participate. You can follow the City's Facebook page at: www.facebook.com/cityofsthelens to watch for updates or you can email Jenny Dimsho at: jdimsho@ci.st-helens.or.us to request updates for the Public Workshop or with any questions about the Parks and Trails Master Plan Update.

Community News

Page 3

City of St. Helens Parks and Trails Master Plan Survey Goes Live

Local residents now have the opportunity to shape the future of the St. Helens Parks and Trails System!



The City of St. Helens has launched the Parks and Trails Master Plan Survey to gather public perception about the existing condition of the parks and trails system in St. Helens. To take the survey go to www.tinyurl.com/parkandtrail.

It will remain open collecting responses for 3 weeks or until we reach our target level of respondents. The survey only takes about 15 minutes and the results will be used to help guide future recreational development by identifying the recreational needs of the community. In order to capture the community vision for the parks and trails system, we hope to receive feedback from a wide audience of park users; that is why this article is in the school newsletter. Please take part in this opportunity to say what is on your mind about our local parks and trails.



If you have ever thought of the different ways a specific park could be improved or if you wish St. Helens had a more comprehensive trail network, this is the time to let us know your ideas.

Left: The Parks and Trails Survey promotional flier distributed to businesses, clubs, and community groups

Right: The Parks and Trails Survey notice in the February St. Helens High School Newsletter. A similar notice went in the February Middle School Newsletter.

1. Do you live within St. Helens city limits? If no, where do you live?

The majority of the households who took the survey currently live within the St. Helens city limits, at around 72% of respondents.







The majority of households that do not live in St. Helens city limits live in the surrounding cities of Portland, Warren, Columbia City and Scappoose. A complete list of where respondents outside St. Helens city limits are located can be seen on the right.

Answer	Response	Percent
Yes	151	71.6%
No	60	28.4%
Total	211	100.0%

If no, where do you live?







2 miles from 30	Hillsboro x 3
Bend	Newberg
Chapman x 2	Portland x 16
Clatskanie	Salem
Columbia City x 6	Sandy
Columbia County x4	Scappoose x 7
Deer Island x 2	Tigard x 2
Federal Way, WA	Warren x 11

2. How many members (including you) do you have in your household?

# of People in Household		Response	Percent
1		19	9.0%
2		61	28.9%
3		44	20.9%
4		52	24.6%
5		17	8.1%
6 or more		18	8.5%
Total		211	100.0%

Around 75% of the households that took this survey had between two and four people households. This seems in line with the St. Helens average household size of 2.59 (2010 U.S. Census).

3. How many children under 18 live in your household?



# of Children in Household	Response	Percent
0		97 46.0%
1		38 18.0%
2		47 22.3%
3		21 10.0%
4		5 2.4%
5		0 0.0%
6 or more		3 1.4%
Total		211 100.0%

46% of respondents reported having no children in their household. The next two largest groups were two children households at 22.3% and one child households at 18%.

It is important to note how many respondents have children in their households because families tend to have different recreational needs and facilities than adults or seniors, including toddler or elementary school age children's programs and family-oriented facilities such as playgrounds and multi-purpose fields that can accommodate various ages and sports.

4a. Have you visited any of the parks within the St. Helens Park system in the last year?






If no, respondents were directed to Question 4b.

	Response	Percent
Yes		203 96.2%
No		8 3.8%
Total		211 100.0%

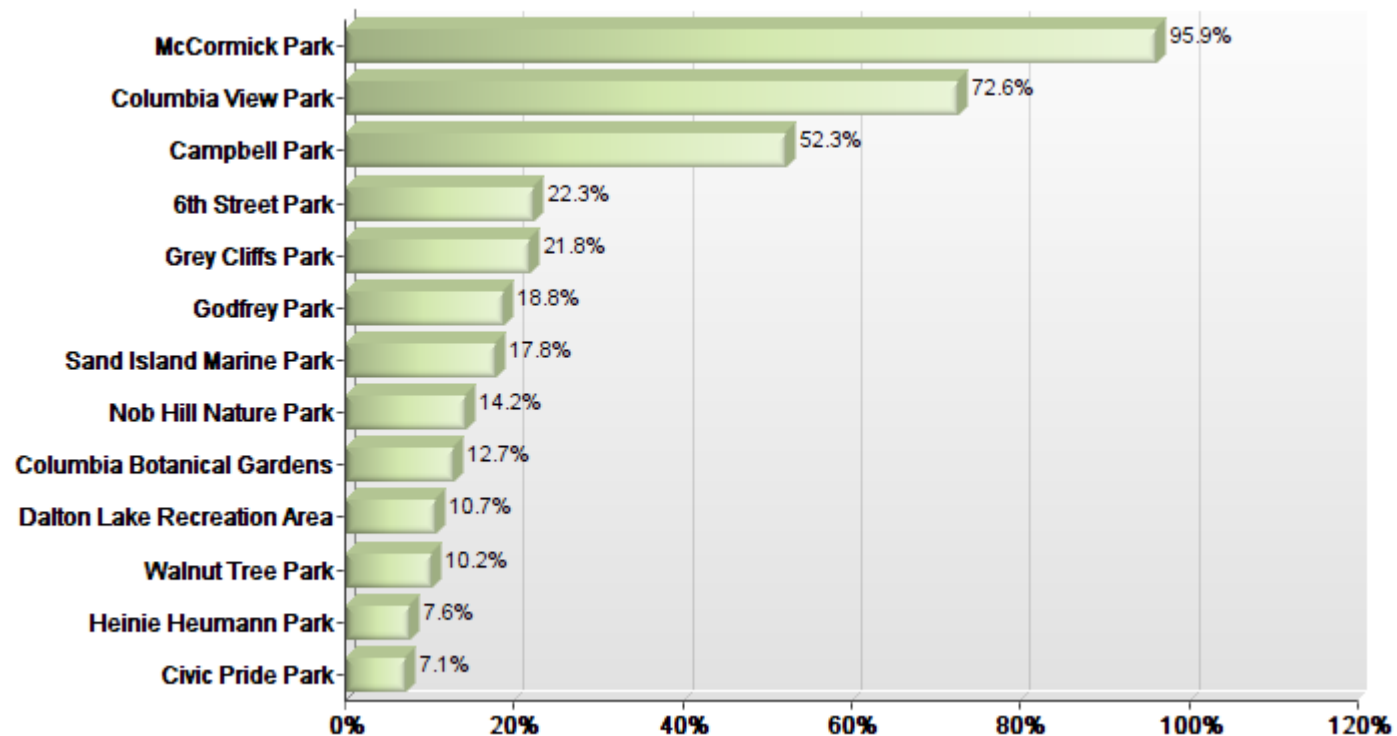
96% of respondents had visited at least one of the parks in St. Helens in the last year. For the 4% of respondents who responded no, they were directed to Question 4b.

Not knowing where the parks are located was the most selected reason for households not utilizing the park system (See right table).

4b. What are the main reasons your household does not utilize the St. Helens park system?

Reason	Response
Inadequate facilities	 2
Condition of facilities	 2
Feel unsafe	0
Don't know where parks are	 5
Too far away	 1
Too crowded	0
Not handicap accessible	0
Limited parking	0
Bad weather	 3
Don't have enough time	0
Would rather do something else	0
Other. Please specify why: Just moved here winter of 13. :)	 1

6. Please select each park or recreation area within St. Helens that you or members of your household have visited in the last year.



The three most popular parks are McCormick Park, Columbia View Park, and Campbell Park. These three parks also have the most amenities available, which partly explains the higher attendance rates. McCormick Park has an astounding 96% attendance rate, which means only 4% of households reported not having been to McCormick in the last year. Columbia View Park, although only 1 acre in size, has the 2nd highest attendance at 72%, which is partly because this park is the home to many community-wide events, like the 13 Nights on the River Summer Series.

The three parks with the least attendance are Walnut Tree Park, Heinie Heumann Park, and Civic Pride Park, two of which are classified as pocket parks in Chapter 4. This means that by definition, these parks are designed to serve the immediately adjacent neighborhoods and do not offer many amenities.

The Dalton Lake Recreation area, despite its beautifully tranquil atmosphere has a surprisingly low attendance, just above Walnut Tree Park at 10.7% of respondents.

The next 5 questions (7 - 11) allowed respondents to rate only the parks they selected from Question #6. This was to ensure residents could not rate parks they had not attended in the last year. The last column indicates how many respondents ranked that park.

7. How do you rank the level of maintenance for the following parks?

	Well Maintained	Somewhat Maintained	Somewhat Unmaintained	Not Maintained	Total Responses
McCormick Park	56.3%	35.5%	7.7%	0.5%	183
Campbell Park	28.0%	48.0%	17.0%	7.0%	100
6th Street Park	27.3%	50.0%	18.2%	4.5%	44
Columbia View Park	71.0%	24.6%	2.9%	1.4%	138
Sand Island Marine Park	20.6%	41.2%	26.5%	11.8%	34
Godfrey Park	26.5%	52.9%	20.6%	0.0%	34
Civic Pride Park	35.7%	50.0%	14.3%	0.0%	14
Heinie Heumann Park	20.0%	40.0%	40.0%	0.0%	15
Columbia Botanical Gardens	9.1%	54.5%	13.6%	22.7%	22
Nob Hill Nature Park	36.0%	36.0%	20.0%	8.0%	25
Grey Cliffs Park	55.0%	35.0%	7.5%	2.5%	40
Walnut Tree Park	68.4%	21.1%	5.3%	5.3%	19
Dalton Lake Recreation Area	10.5%	47.4%	36.8%	5.3%	19

Columbia View Park was ranked with the highest level of maintenance, at around 96% of respondents stating it is “well maintained” or “somewhat maintained”. McCormick Park, Walnut Tree Park, and Grey Cliffs Park are all also ranked very highly, with around 90% of households stating they are either “well maintained” or “somewhat maintained”.

Dalton Lake Recreation area is ranked as the least maintained, with over 40% of the 19 respondents who had visited in the last year ranking it either “somewhat unmaintained” or “not maintained” at all. This is likely due to how this recreation area was originally formed, which is discussed more in depth in Chapter 3’s Inventory. Heinie Heumann Park has the second place for least maintained, with 40% of respondents reporting it “somewhat unmaintained”. The Columbia Botanical Gardens has the highest percentage of households selecting “not maintained” (22.7%). Sand Island Marine Park takes third place for least maintained park, with 38.3% of households selecting “somewhat unmaintained” or “not maintained”.

8. How do you rank the # of amenities for the following parks?

Columbia View Park was ranked with the highest level of satisfaction with the # of amenities, at around 95% of respondents stating they are “satisfied” or “somewhat satisfied”. McCormick had the second highest level of satisfaction with amenities offered, at 93% satisfied or somewhat satisfied. Nob Hill Nature Park was ranked with 44% for both satisfied and somewhat satisfied, leaving it with an overall satisfaction of 88%, the third highest.

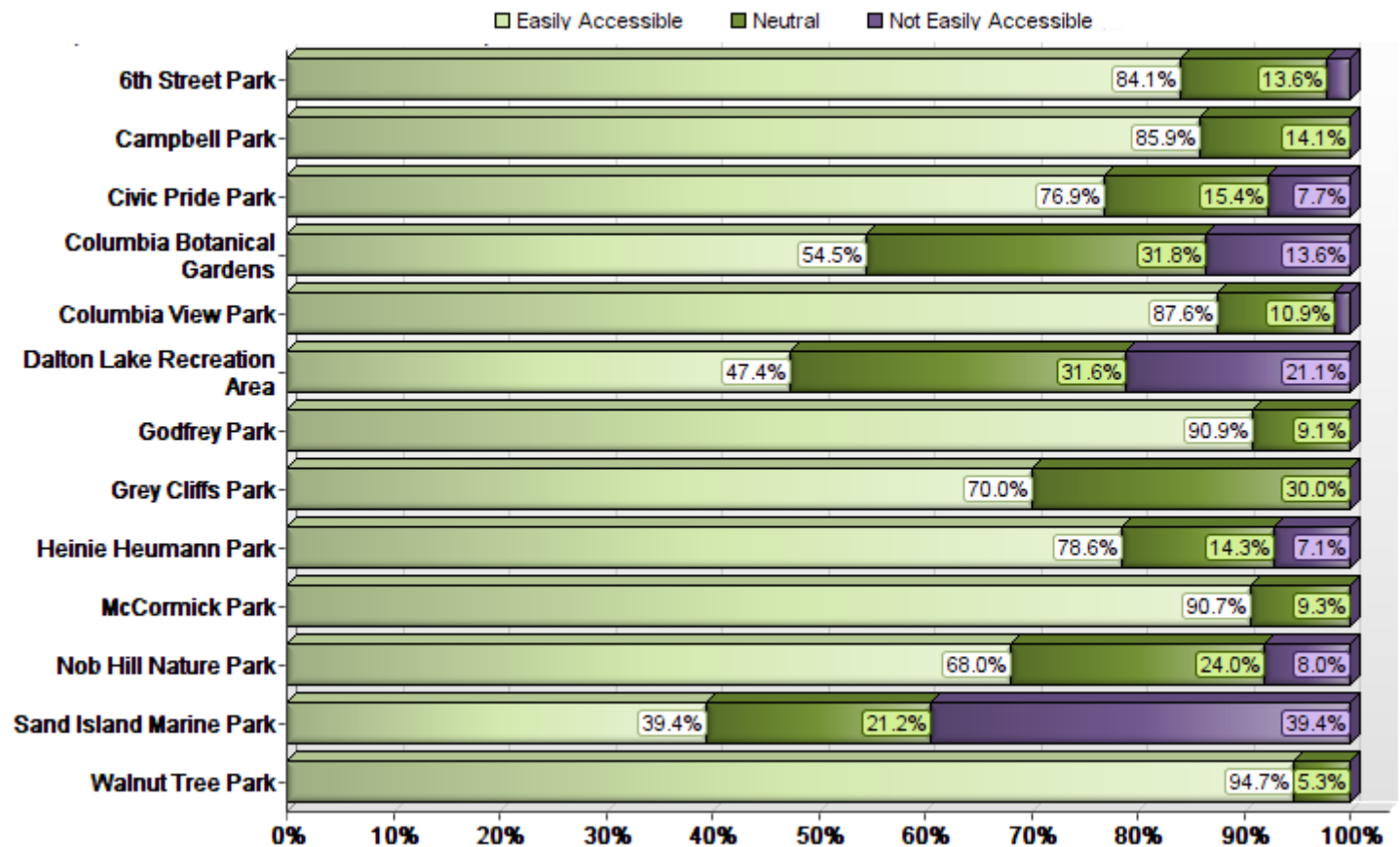
Heinie Heumman Park had the least amount of satisfied respondents, with only 13.3% of respondents feeling “satisfied” with the number of amenities and over 53% of households reporting dissatisfaction. Walnut Tree Park had the second least number of satisfied respondents with around 42% of households reporting dissatisfaction with the number of amenities offered. 6th Street Park also had a high number of respondents feeling dissatisfied with the number of amenities, at around 31% reporting “somewhat dissatisfied” or “not satisfied” at all.

	Satisfied	Somewhat Satisfied	Somewhat Dissatisfied	Not Satisfied	Total Responses
Columbia View Park	67.4%	27.5%	3.6%	1.4%	138
McCormick Park	59.0%	33.9%	6.0%	1.1%	183
Nob Hill Nature Park	44.0%	44.0%	4.0%	8.0%	25
Civic Pride Park	42.9%	35.7%	7.1%	14.3%	14
Walnut Tree Park	42.1%	15.8%	21.1%	21.1%	19
Grey Cliffs Park	40.0%	45.0%	10.0%	5.0%	40
Godfrey Park	38.2%	35.3%	23.5%	2.9%	34
Dalton Lake Recreation Area	36.8%	47.4%	15.8%	0.0%	19
Campbell Park	32.0%	46.0%	15.0%	7.0%	100
Columbia Botanical Gardens	31.8%	40.9%	18.2%	9.1%	22
6th Street Park	31.8%	34.1%	27.3%	6.8%	44
Sand Island Marine Park	29.4%	44.1%	20.6%	5.9%	34
Heinie Heumann Park	13.3%	33.3%	26.7%	26.7%	15

9. How do you rank the accessibility of the following parks?

Walnut Tree Park has the highest ranked level of accessibility with 95% of respondents claiming it is easily accessible, which is likely due to the nature of the pocket park classification. Walnut Tree Park is conveniently located in the center of a large residential area and is designed to serve the surrounding neighborhoods. Godfrey and McCormick Park both have just over 90% of households agreeing that they are easily accessible. McCormick Park has many entry points for pedestrians or vehicles, a large parking lot, and is located in the center of the City. Godfrey Park is also located amidst residentially zoned areas, has on-street parking, and has two entrances for pedestrians.

The park with the rated with the least accessibility at 39.4% of households claiming it is not easily accessible is Sand Island Marine Park, which can only be accessed by boat. Dalton Lake Recreation area is also rated poorly, with 21.1% of households claiming it is not easily accessible. This is likely because there is no designated place to park up by the trail that leads around Dalton Lake. The only way to reach the trail is to park somewhere near the northern city limits and take the Rutherford Parkway (bicycle/pedestrian use only) up to the beginning of the trail.

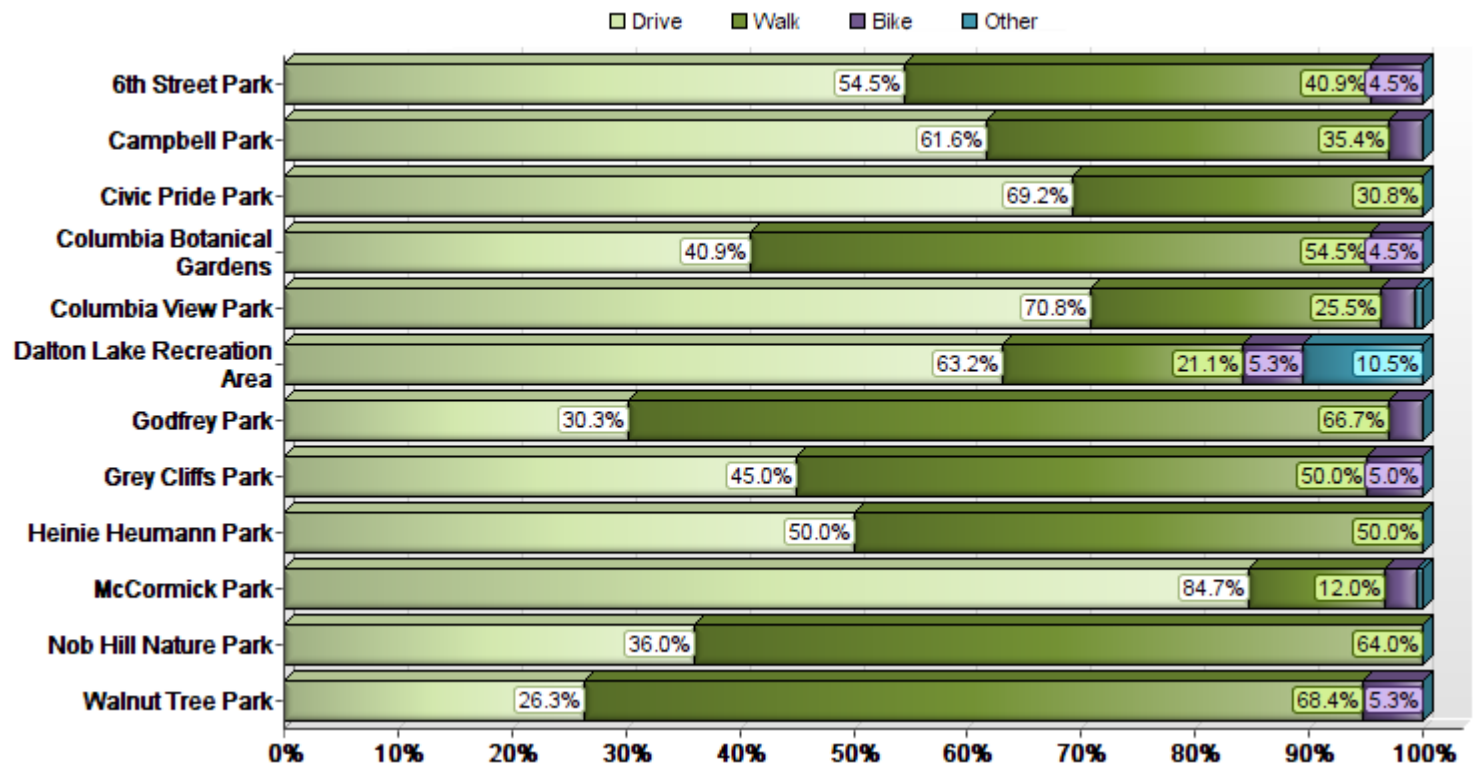


10. How do you or members of your household most frequently get to the following parks?

Knowing how users of a park get to the park can help determine how far people are traveling to get to the park, which also helps distinguish the classification of a park. For example, the service area for a neighborhood park is around a ½ mile in radius, which also means neighborhood parks are usually located within a 5 to 10 minute walking or biking trip from the surrounding users. Pocket parks are also located within 5-10 minutes walking distance from their users.

With this knowledge, it is easy to determine that Walnut Tree Park with the highest percentage of users walking to it at 68%, is a pocket park. Godfrey Park and Nob Hill Nature Park have the next highest percentages of users walking to them at around 67% and 64% respectively. Godfrey Park has two different pedestrian entrances and is considered a neighborhood park, so many of its users live in the surrounding neighborhoods, resulting in a higher percentage of walkers attending the park. For Nob Hill Nature Park, the high percentage of walkers may be partly because there is no officially designated parking lot, but there are three different pedestrian access points to the park.

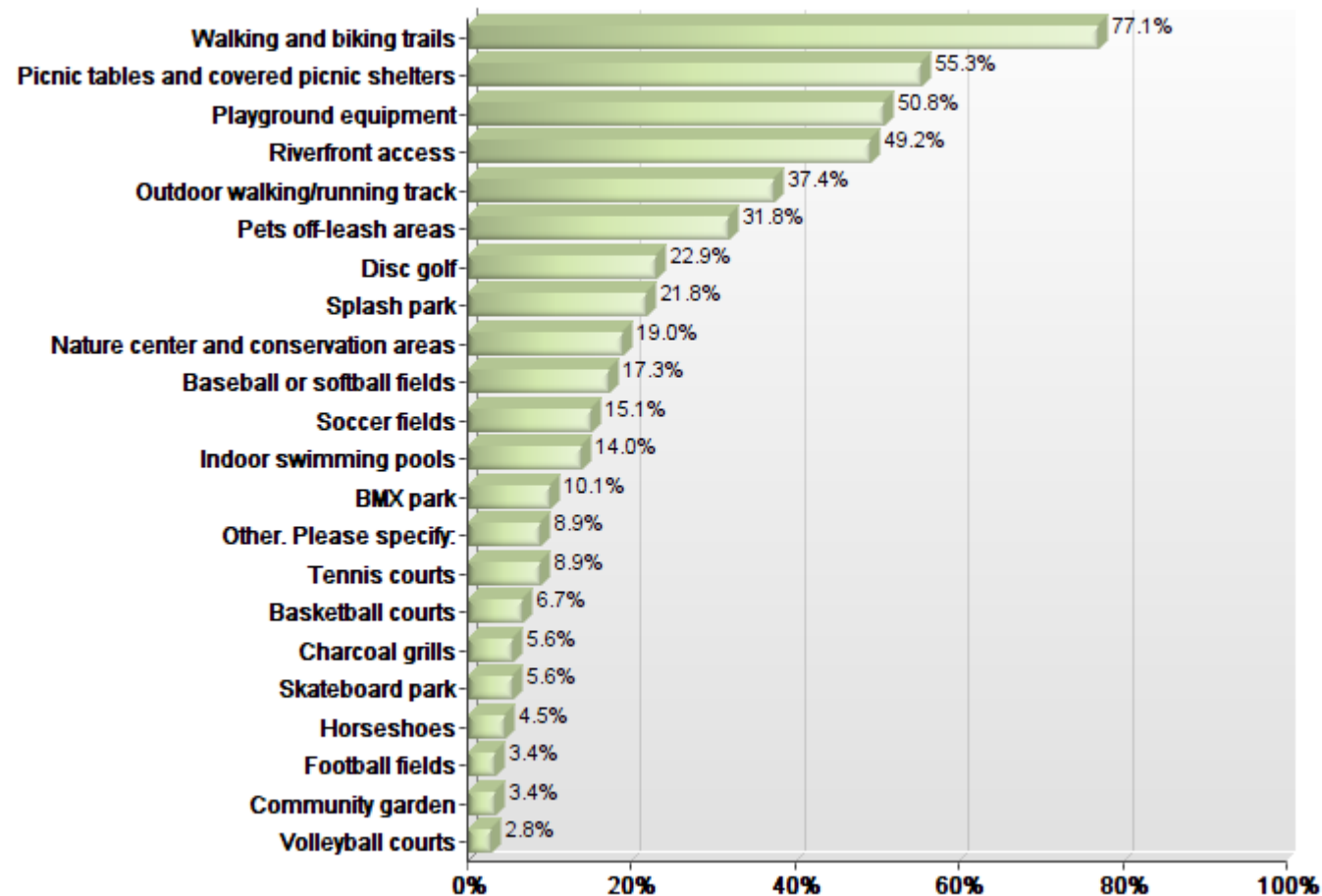
McCormick is classified as a regional park, which means it attracts residents from all over the community and outside the community with a service area of 45 minutes of driving time. This explains why it has the highest percentage of drivers attending the park, at almost 85% of users. Columbia View Park, although not classified as a regional park, still attracts residents from across the entire community, resulting in the second highest percentage of drivers (71%).



11. Which amenities does your household use at a park? You may select up to eight (8) amenities.

The top four park amenities with the highest percentage of use by households are walking and biking trails (77.1%), picnic tables and covered picnic shelters (55.3%), playground equipment (50.8%), and riverfront access (49.2%). Respondents were also given the option to specify their own park amenity (see table on right) and 3 of the fill-in responses were about the riverfront concerts.

The four least selected park amenities were horseshoes (4.5%), football fields (3.4%), community garden (3.4%), and volleyball courts (2.8%).



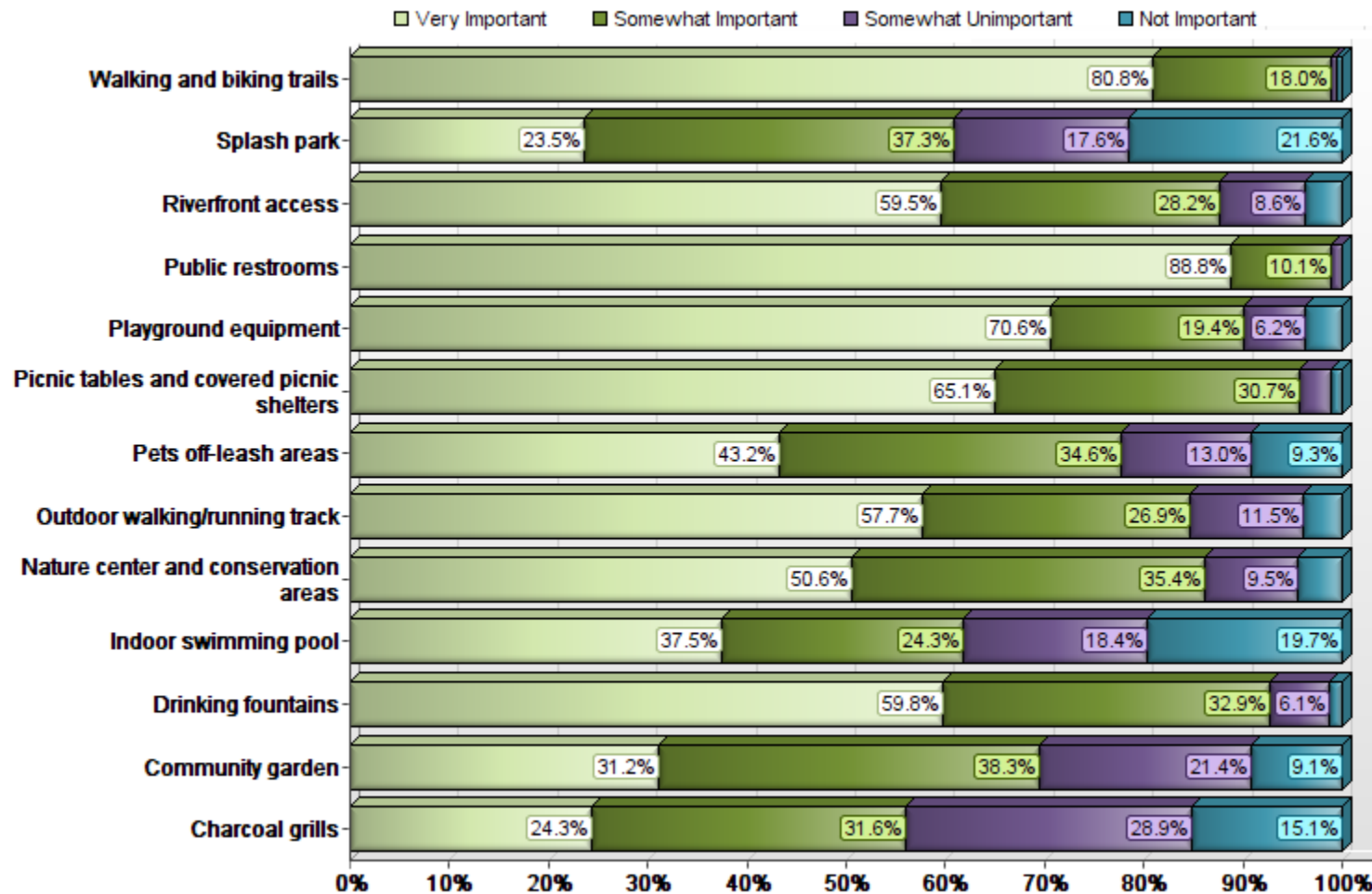
Other. Please specify:

River Concerts
Bathrooms
General use fields
Beaches and playing in the creek
Any place to throw a Frisbee
Running Location
I cannot find the community gardens
Amphitheater
RESTROOMS have a daughter with medical condition had to stop frequenting Campbell Park because of no bathroom access
Walk our dog
Swing set
Bird watching and nature and botany study
Nature trails
Wildlife viewing
Outdoor swimming and all sport fields as they do not allow more than eight answers
Thirteen Nights on the River

12a. Rank the importance of having the following amenities within the St. Helens park system.

12b. Then, select how often your household uses the amenity.

Complete frequency tables for Question 12b can be found in the Appendix.



Public restrooms were the most important amenity, with 88.8% of households ranking them as very important and a total of 99% of households ranking them as either very important or somewhat important. Walking and biking trails also had around 99% of households ranking them as either very important or somewhat important. Playground equipment, picnic tables and covered picnic shelters, and drinking fountains were all ranked with over 90% of households ranking them as either very important or somewhat important.

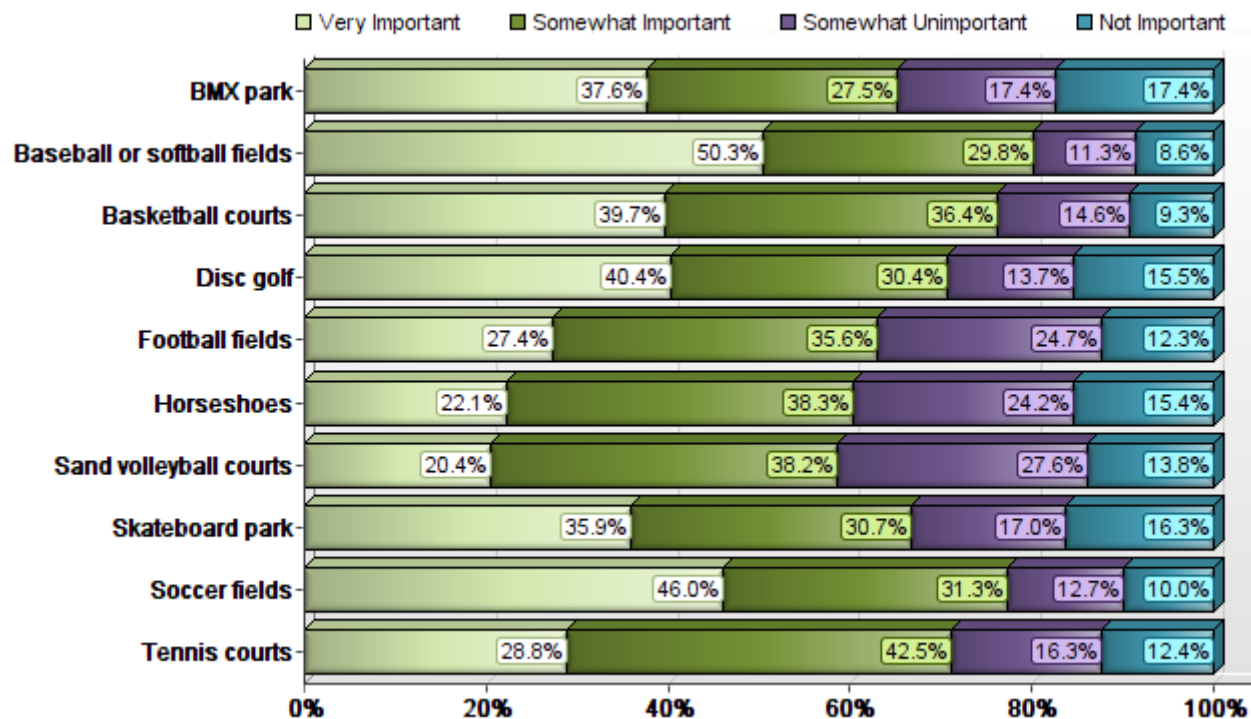
13a. Rank the importance of having the following **sport facilities** within the St. Helens park system.

13b. Then, select how often your household uses the amenity.

Complete frequency tables for Question 13b can be found in the Appendix.

Baseball and softball fields are ranked as the most important sport facility, with 80.1% of households ranking them as very important or somewhat important. Soccer fields are ranked as a close second, with 77.3% of households ranking them as very important or somewhat important. Basketball courts come in at third most important, with 76.1% of residents selecting very important or somewhat important.

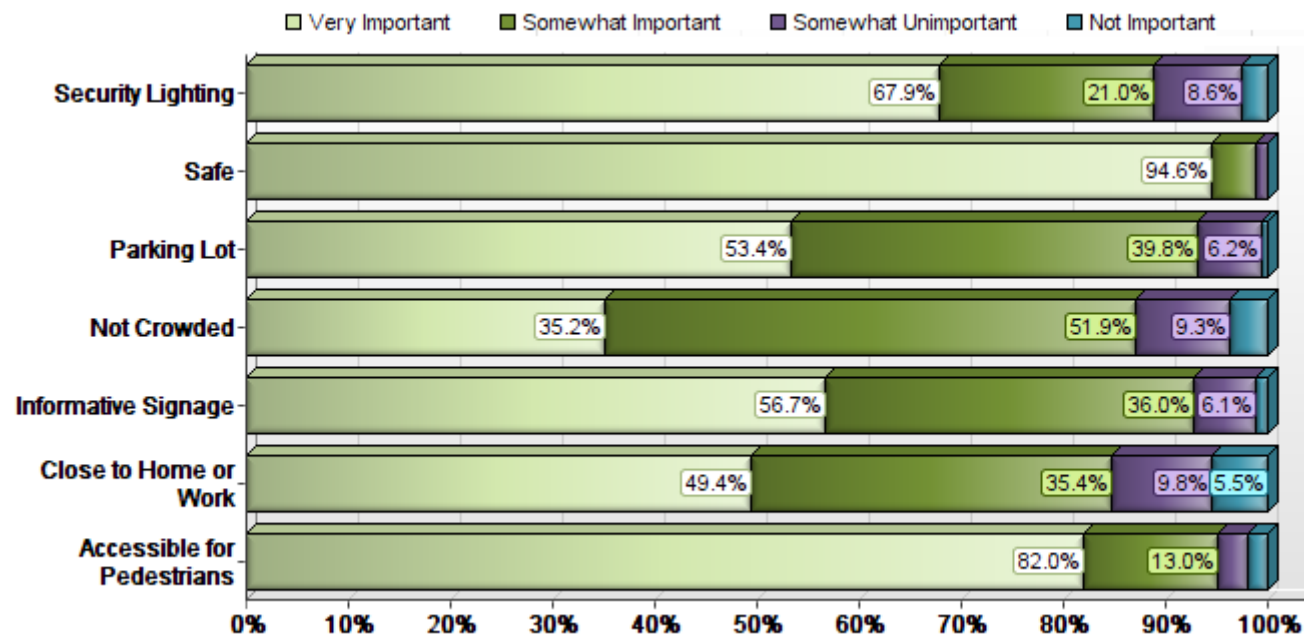
The sport facilities with the highest percentage of households selecting somewhat unimportant or not important at all are sand volleyball courts (41.4%), horseshoe courts (39.6%), and a BMX park (34.8%). Most of the sport facilities, with the exception of the three most popular, have between 10% - 15% of households ranking them as not important at all.



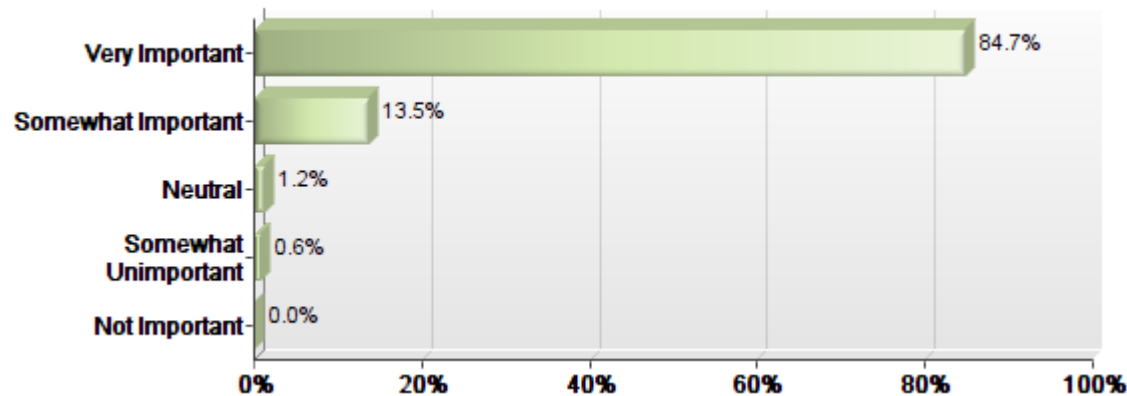
14. Please rank importance of the following parks and trails features.

Households responded that safety was the most important park and trail feature, with around 95% of households ranking it as a very important feature. Making sure a park or trail is accessible for pedestrians was the 2nd most important park and trail feature, with 82% ranking it as very important and 13% ranking it as somewhat important.

Being close to home or work and park overcrowding and were two the least important characteristics for parks and trails, with 15.3% and 13% of households ranking them as somewhat unimportant or not important. This information is important when making park or trail development decisions because St. Helens park users may be willing to drive or walk a little further to get to a park or trail entrance, as long the park or trail is safe and the route to get there was easily accessible for pedestrians. Households in St. Helens also seem to have a higher tolerance for crowded parks or trails, as long as their other recreational expectations are being met.



15. Overall, how important are parks and trails to improving the quality of life in St. Helens?



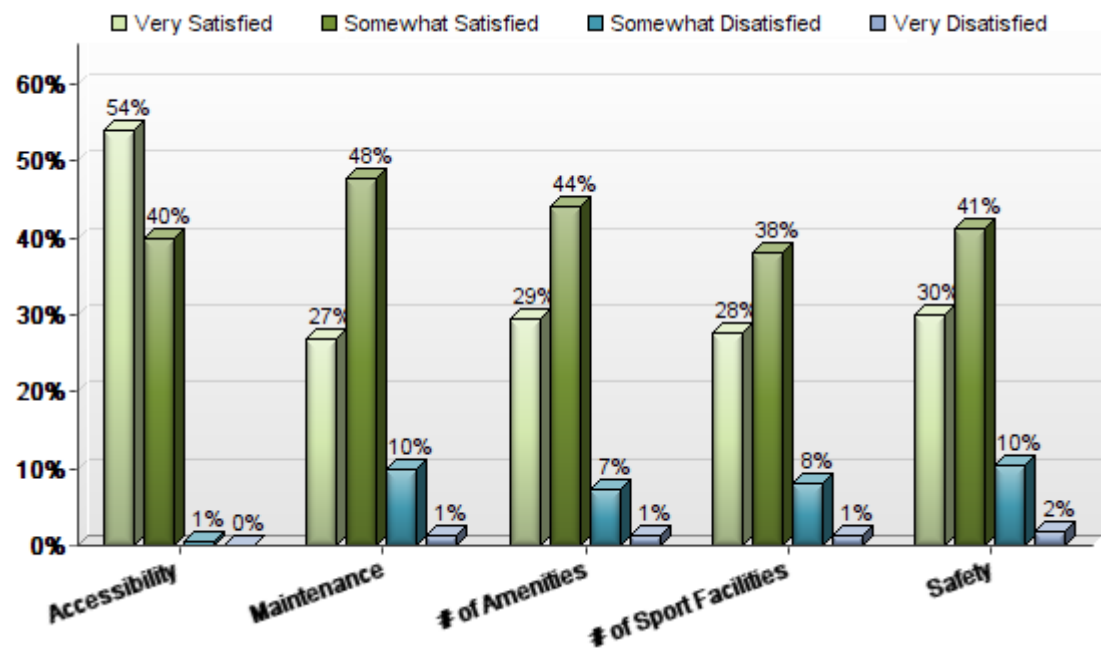
This question clearly indicates St. Helens residents feel that parks and trails are an important aspect to the livability of the community. 98.2% of households feel that parks and trails are “very important” or “somewhat important” to improving the quality of life in St. Helens. Not a single respondent felt that parks were “not important” to improving the quality of life. Residents feel a great deal of pride in their park and trail system and enjoy utilizing the amenities offered.

16. Overall, how do you rate your satisfaction with the parks system for the following categories?

Residents were given the option to select “neutral” if they did not have an opinion about the category. These neutral responses are omitted from the graph.

The level of accessibility in the park system was the highest rated category, with 94% of households selecting “very satisfied” or “somewhat satisfied”. The level of maintenance and the # of amenities in the park system had the next two highest levels of satisfaction, with 75% and 73% of households selecting “very satisfied” or “somewhat satisfied” respectively.

25.2% of households ranked their satisfaction with the # of sport facilities as neutral, which is why both the satisfaction and dissatisfaction rates are lower than the other categories. The level of safety in the park system had 71% of households either “very satisfied” or “somewhat satisfied”, but also had 12% of households “somewhat dissatisfied” or “very dissatisfied”.

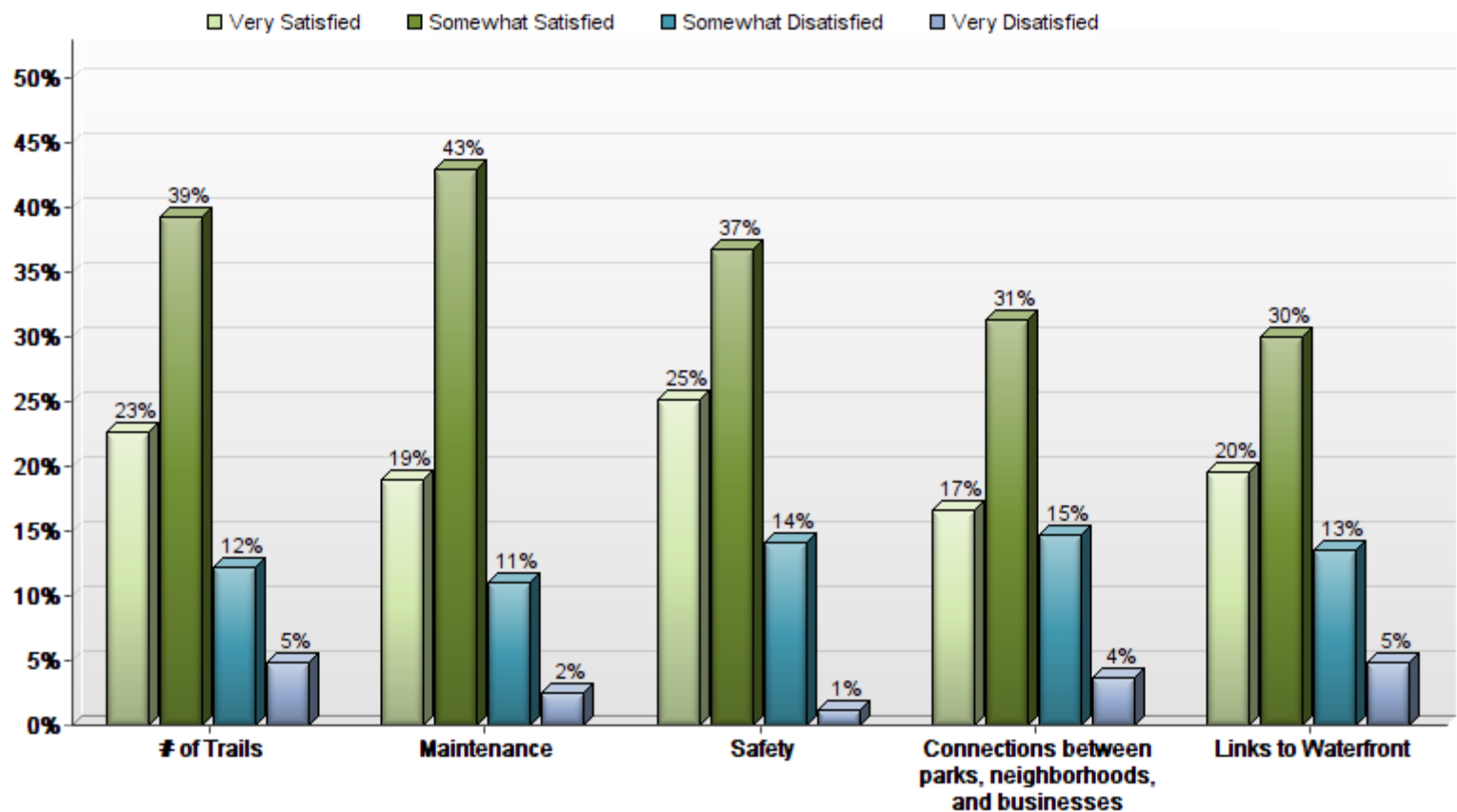


17. Overall, how do you rate your satisfaction with the trail network (within and outside of parks) for the following categories?

Respondents were given the option to select “neutral” if they did not have an opinion about the various trail network categories. These neutral responses are omitted from the graph below.

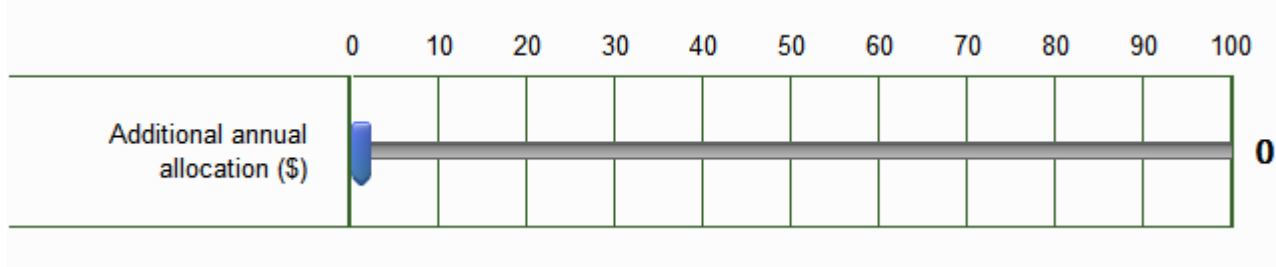
The level of satisfaction for the trail network (inside and outside of parks) was low for all of the categories, ranging from only 48% to 63% of households selecting either “very satisfied” or “somewhat satisfied” for each category. The category with the highest level of satisfaction was the # of trails, yet it still had 17% of households claim they are “somewhat dissatisfied” or “very dissatisfied” with the # of trails.

The categories with the most households selecting “somewhat dissatisfied” or “very dissatisfied” were the connections between parks, neighborhoods, and businesses (19%) and links to the waterfront (18%). From these responses, it is clear that residents would like to see the off-street trail network expand beyond the park system and start connecting destinations like the waterfront, businesses, and neighborhoods.



18. Based on the 2013/2014 City Budget, the average St. Helens household pays around \$51 annually to fund parks and recreation. How much more, if any, should the City allocate annually to improve our parks and trails system?

Respondents were given a sliding scale (see below) to select any dollar amount between zero and one-hundred dollars. Note the standard deviation of 27. This means responses varied widely, resulting in a fairly inaccurate average value.



This question was attempting to gauge the level of importance residents place on funding park and trail improvements in St. Helens. The average dollar figure for the 163 respondents was \$24.70. This means that on average, residents would like to increase annual funding to the parks and recreation budget by about 50% of what the average household paid in the 2013/2014 City Budget, from \$51 to \$75.70 annually. However, note the standard deviation is very large. This means responses varied widely, resulting in a fairly inaccurate average value.

# of Responses	Min Value	Max Value
163	0.0	100.0

Average Value	Standard Deviation
24.7	27.0

19. If you have any further input for the update of our Parks and Trails Master Plan, please let us know your comments or concerns below.

76 of the 163 households who took the survey provided a response for this question.

A complete list of comments can be seen in the Appendix.

5.12 PUBLIC FORUM

A public forum was held on April 16th, 2014 in the City of St. Helens Council Chambers from 6 PM to 7 PM, right before a regularly scheduled City Council meeting. The Public Forum was publicized through the following mediums:

Newspapers: The Chronicle

Newsletters: City of St. Helens April Newsletter, SHEDCO's April Newsletter, Chamber of Commerce Newsletter

Fliers Distributed to: St. Helens Public Library, the Senior Center, local businesses and public community boards, Public Health Foundation of Columbia County, South Columbia County Chamber of Commerce's bi-monthly Coffee Klatsch (See promotional flier on right)

Other: E-mail distribution list generated from online survey, City of St. Helens Facebook, SHEDCO's Facebook, City of St. Helens Press Release



Join us in developing our
Parks & Trails Master Plan

When? April 16, 2014, 6 PM - 7 PM
Where? City of St. Helens Council Chambers, 265 Strand Street
Who should attend? Anyone who utilizes the park or trail system. Previous knowledge of this project is not needed. A project overview will be provided.
What? Presentation about the project, survey results, specific park improvement recommendations, and various trail route proposals. There will be ample opportunity for questions and comments throughout. Public input will directly shape the Master Plan, so this is the perfect time to participate if you want to influence future development of the parks and trails system.

Promotional flier created to promote the Parks and Trails Public Forum



April 16th Public Forum Presentation in Council Chambers

Attendance for the Public Forum was very high, which is indicative of the public's interest in park and trail development. There were 20 people who signed in, but unfortunately, many of the attendees did not sign in. A quick headcount midway through the presentation indicated there were about 40 residents who attended.

The Public Forum began with a presentation of the project overview and a brief report of the online survey results. All residents received a packet when they walked in that contained multiple items for discussion: the identified park improvement needs, the trail route proposals, and the fitness routes in consideration for the Plan's update. The public was encouraged to ask questions or comment on all of the items in the packet, as well as make their own recommendations for recreational improvements. These public comments can be referenced in the Public Forum Minutes located in the Appendix.

5.13 SERVICE GROUPS AND CLUBS

Kiwanis Day Breakers - February 18, 2014 - Guest Speaker - Gave a presentation about the Parks and Trails Master Plan project and allowed time for questions and provide input on paper or in discussion.

St. Helens Road Runners Club - April 7, 2014 - The St. Helens Road Runners Club is a group of runners that meet weekly use Facebook to encourage and support those committed to maintaining a Healthy and Active Lifestyle through running. The co-founders (Woody Davis and Hyla Ridenour) were unable to attend the Public Forum, so a meeting was scheduled separately to discuss their group's fitness routes and to share the fitness routes and trail proposals that have been developed through this planning process. They were incredibly excited and supportive of the routes presented, especially the off-street waterfront trail proposals. They also made a few comments about trash along pedestrian routes, the placement of the cement planters in the Houlton area, offered to do trail work parties once in a while to clean up a specific route, and asked how to report existing degraded sidewalks. They formed their group in December 2013 and now have an online group of about 70 people. They lead weekly group runs every Saturday with about 6-8 people that start at the High School. Woody Davis also leads a group called Run Girl Run, which is in its 3rd year. They have 15 girls sign up per session and they run twice a week, meeting at either McBride or Lewis and Clark Elementary.



Runners gather at a recent St. Helens Road Runners Club Saturday run in April 2014. (<http://runoregonblog.com>)

St. Helens Kiwanis Club - May 8, 2014 - Guest Speaker - Gave presentation about the Parks and Trails Master Plan project and allowed opportunity to answer questions and provide input, either on paper or in discussion.



5.2 COMMISSION AND CITY STAFF INVOLVEMENT

The need to update the Parks Master Plan was driven in part by the Parks Commission, who wanted to see new parks and recreation needs addressed in the form of an official city planning document. The importance of involving the related commissions and various city staff was understood from the very beginning of this planning process. City commission involvement, including when, what kind of information, and who was involved, is documented in the following sections.

5.21 PARKS COMMISSION

- **November 18, 2012:** Discussed park classifications, park inventory, and parkland level of service overview
- **December 16, 2012:** : Discussed amenity level of service, corrections to amenity inventory, input gathering for park by park needs
- **January 13, 2013:** Vacant lots and city-owned property near various parks, Dalton Lake Recreation Area, and Millard Rd. city-owned property
- **March 17, 2014:** Discussed possible Joint Public Workshop, survey results, trail and fitness route proposals, and summarized park improvements
- **April 21, 2014:** Discussed public forum results
- **May 19, 2014:** Discussed which park improvements are high priority park projects and ballfield user fee research from other Oregon communities
- **June 16, 2014:** Draft Plan reading and discussed Parks Annual Report to Council presentation

Staff Included: Thad Houk - *Parks Field Supervisor*, Neal Sheppard and Sue Nelson - *Co-Interim Public Works Directors*, Doug Morten - *Council Liaison*



November 18th Parks Board Meeting

5.22 BICYCLE AND PEDESTRIAN COMMISSION

- **October 24, 2013:** Introduction to the process of updating the Master Plan and a brainstorm about “What a Good Trail Should Accomplish”
- **November 21, 2013:** Discussion about trail system gaps and locations of trail proposals
- **January 23, 2014:** Deadline and final discussion about potential trail routes
- **February 21, 2014:** Presented six fitness routes for discussion
- **March 27, 2014:** Invitation to public forum, discussed trail proposal map
- **April 24, 2014:** Discussed public forum results and additions to trail proposal map
- **June 26, 2014:** Draft plan reading. Discussed recommendations in Chapter 6.

Staff Included: Keith Locke - *Council Liaison*



October 24 Bicycle and Pedestrian Meeting

5.23 PLANNING COMMISSION

- **December 10, 2013:** Update on Master Plan’s progress and the involvement with other commissions, overview of park classification system, inventory and level of service guidelines, and discussion of park improvements and location of potential trail proposals
- **May 13, 2014:** Was tentatively on agenda to discuss high priority park and trail projects, but time was exhausted with a public hearing regarding a sensitive lands permit. Members were encouraged to review the materials (list of identified park needs, trail proposal map, and fitness routes) provided in the packet and offer input via email.
- **June 10, 2014:** Members were encouraged to review materials from last meeting and provide any input. Members told that the draft plan will be available for comment next meeting

Staff Included: Jacob Graichen - *Land Use Planner*, Ginny Carlson - *Council Liaison*

Special thanks to Planning Commission member Dan Cary, who spent lunch breaks and free time developing trail routes, using LiDAR data for route feasibility, and exploring potential trail routes on the ground. His insight and trail proposal contributions have added significant value to the final Master Plan.



Dan Cary and Jennifer Dimsho exploring 5th Street right-of-way and trail feasibility in March 2014

5.24 CITY COUNCIL INVOLVEMENT

- **December 18, 2013:** Update on the Plan's progress and my involvement with the commissions up to this point, handed out a Survey Options Matrix and received input regarding the survey methodology this plan update should undertake
- **March 19, 2014:** Request and received approval to host a Public Forum before the regularly scheduled Council Meeting on April 16, 2014 at 6PM
- **June 4, 2014:** Annual Report to Council from Parks Commission. Council was informed of all the Parks Commission has done to support the Parks and Trails Master Plan update.

5.25 CITY STAFF INVOLVEMENT

The planning process was further aided by input and direction from city staff outside of Commission Meetings listed above, including City Administrator John Walsh, Land Use Planner Jacob Graichen, Co-Interim Public Works Directors Neal Sheppard and Sue Nelson, Parks Field Supervisor Thad Houk, and Financial Director Jon Ellis.

In addition to existing City staff involvement, an interview with Jim Davis, the St. Helens Parks Director from 1973-1998 who is now a retired resident of St. Helens, was also conducted. The historical context of the park system's expansion, insights about the importance of park maintenance, and a discussion about expanding the use of the Columbia County Fairgrounds were among the major topics discussed during the interview.

5.3 OREGON PARKS AND RECREATION DEPARTMENT RECREATION DATA

The Oregon Parks and Recreation Department (ORPD) conducted a two surveys, one targeting the Oregon public recreation providers to identify recreational needs and the other targeting Oregon residents to identify the various trends and demand of various recreational activities. Both of these surveys were a part of the Statewide Comprehensive Outdoor Recreation Plan (SCORP 2013-2017) planning effort. They also provide valuable county-level recreational needs and demand data that can be used in conjunction with our own public outreach to help the City of St. Helens compile publicly endorsed recommendations.

5.31 PROVIDER NEEDS SURVEY

During a period from February 1, 2011 to March 7, 2011, ORPD conducted a survey of the Oregon public recreation providers to identify statewide and countywide recreation needs. The sample included municipal, special park district, port district, county, state, federal, and tribal recreation providers. The survey was conducted on the Survey Monkey website. Of the 432 providers contacted, 219 completed the survey for a 51% response rate. Survey respondents included 152 providers with the majority of their managed parklands located within an urban growth boundary and 67 respondents with the majority of their parkland outside of an urban growth boundary. Respondents were asked to rate the importance of county-level needs for a variety of recreation projects in the next 5 years. The summarized recreation needs for Columbia County and the combined statewide needs are on the following page.

STATEWIDE NEEDS

Close-to-Home Priorities

- Community trail systems
- Children’s playgrounds
- Acquisition of trail corridors & right-of-ways
- Trails connected to public lands
- Public restroom facilities
- Picnicking/ day-use facilities

STATEWIDE NEEDS (CONT.)

Dispersed-Area Priorities

- Group campgrounds & facilities
- RV/trailer campgrounds & facilities
- Public restroom facilities
- Tent campgrounds & facilities
- Group day-use & facilities
- Acquisition of trail corridors & right-of-ways

COLUMBIA COUNTY NEEDS

Close-to-Home Priorities

- Nature study/wildlife watching sites
- Picnicking/day-use facilities
- Trails connecting communities/parks

Dispersed-Area Priorities

- RV/trailer campgrounds & facilities
- Trails connecting communities/parks
- Mountain biking (single track) trails/areas

5.32 RESIDENT DEMAND SURVEY

The ORPD contracted with Oregon State University to conduct a statewide survey of Oregon residents regarding their 2011 outdoor recreation participation for Oregon, as well as their opinions about parks and recreation management. The analysis for this survey divided the state into regions, which are represented in the figure on the right. Region 2 includes Columbia, Washington, Multnomah, Hood River, Yamhill, Clackamas, Polk, and Marion Counties. In order to generate sufficient responses for each county, separate random samples of Oregon households were drawn from each county. 50,150 surveys were mailed out, with 46,348 of the surveys deliverable (92%). Of those delivered, 8,860 completed surveys were obtained for an overall response rate of 19%. This response rate is typical of statewide, general population surveys that are long and include no token financial incentives. Sample data were weighted to represent county-level population proportions and statewide age-related proportions. For a detailed description of the survey methodology and for results outside our region or county, please view the full survey description and results online at:

http://www.oregon.gov/oprd/PLANS/docs/scorp/2013-2018_SCORP/Demand_Analysis.pdf

Based on previous SCORP outdoor recreation activity lists and input from the SCORP steering committee comprised of parks and recreation managers across Oregon, seventy (70) recreation activities were identified as important recreation activity types. To summarize the results of this survey, the top ten recreation activities by percentage of population participation for both the SCORP Planning Region 2 and Columbia County are listed in the table on the following page. These participation rates give some insight into what residents enjoy participating in, but it is important to keep in mind that the local availability of each recreational activity directly affects how many people will participate. For example, residents may rate picnicking as their favorite recreational activity, but the county may have an extreme shortage of picnic tables, so it would not appear in the top ten list because residents don't have much of an opportunity to participate in that activity.

It is interesting to note that sightseeing by driving or motorcycling is the top recreation activity, with 64.7% of the population participating in Columbia County. The second place activity is walking on local streets or sidewalks, with 62.9% of the population participating in Columbia County, and 68.9% in Region 2 making it the top recreation activity for the region. Walking on local trails is the second top activity for the region at 62.1%, but is eighth place for Columbia County with only 49%, likely because of a shortage of comprehensive trail networks.



SCORP Planning Regions. Region 2 includes Columbia, Washington, Multnomah, Hood River, Yamhill, Clackamas, Polk, and Marion Counties.

SCORP 2011 TOP TEN RECREATION ACTIVITIES BY % PARTICIPATING

Activity	SCORP Region 2 % Participating	Activity	Columbia County % Participating
1. Walking on local streets/sidewalks	68.9	1. Sightseeing/driving or motorcycling for pleasure	64.7
2. Walking on local trails	62.1	2. Walking on local streets/sidewalks	62.9
3. Beach activities- ocean	56.3	3. Visiting historical sites, history-oriented museums, visitor centers	61.8
4. Sightseeing/driving or motorcycling for pleasure	55.2	4. Beach activities - lakes, reservoirs, rivers	56.9
5. Relaxing, hanging out, escaping heat/noise/etc.	52.6	5. Relaxing, hanging out, escaping heat/noise/etc.	56.2
6. Attending outdoor concerts, fairs, festivals	52.3	6. Picnicking	51.6
7. General play at neighborhood park/playground	50.2	7. Attending outdoor concerts, fairs, festivals	51.4
8. Walking/day hiking on non-local trails and paths	50.2	8. Walking on local trails/paths	49.0
9. Picnicking	47.6	9. General play at a neighborhood park/playground	48.6
10. Visiting historical sites, history-oriented museums, visitor centers	43.3	10. Car camping with a tent	36.1

In addition to asking survey respondents about what recreation activities they take part in, respondents were asked their opinion on priorities for the future in and near their community. Respondents were asked to rate several items for investment by park and forest agencies using a 5-point Likert scale (1 = lowest priority need to 5 = highest priority need). The following table reports these results, with items listed in descending order by the mean priority rating for Columbia County. For Columbia County, the top ranked priority needs are public access sites to waterways, soft surface walking trails and paths, and children's playgrounds or play areas made of natural materials (log, water, sand, boulders, hills, and trees). The three lowest ranked priorities are baseball/softball fields, basketball courts, and outdoor tennis courts.

“For Columbia County, the top ranked needs for the future are public access sites to waterways, soft surface walking trails and paths, and children’s playgrounds made of natural materials.”

SCORP 2011 PRIORITIES FOR THE FUTURE

Item	Columbia County	SCORP Region 2
Public access sites to waterways	3.8	3.5
Dirt/other soft surface walking trails and paths	3.7	3.8
Children’s playgrounds and play areas made of natural materials (logs, water, sand, boulders, hills, trees)	3.4	3.4
Nature and wildlife viewing areas	3.4	3.4
Off-street bicycle trails and pathways	3.1	3.2
Picnic areas and shelters for <u>small</u> visitor groups	3.3	3.3
Off-leash dog areas	3.1	3.1
Community gardens	3.1	3.1
Children’s playgrounds and play areas built of manufactured structures like swing sets, slides, and climbing apparatuses	2.9	3.4
Picnic areas and shelters for <u>large</u> visitor groups	2.9	2.8
Paved/hard surface walking trails and paths	2.9	2.9
Designated paddling routes for canoes, kayaks, rafts, and driftboats	2.8	2.9
Off-highway vehicle trails/areas	2.7	2.3
Multi-use fields for soccer, football, and lacrosse, etc.	2.6	2.8
Baseball/softball fields	2.3	2.5
Basketball courts	2.2	2.4
Outdoor tennis courts	2.1	2.3

5-Point Likert Scale: 1 = lowest priority need, 5 = highest priority need

5.4 NEEDS ASSESSMENT CONCLUSION

The following identified park needs combine input gathered from all of the sources of community outreach and statewide recreation research, which is discussed in detail throughout this chapter. To summarize, the various sources of input that have contributed to the following identified park needs include:

- **Community Involvement:** Online survey and a public forum
- **City Commissions and City Staff Involvement:** Input gathering sessions and one-on-one interviews with staff and the public
- **Service Groups/Clubs:** St. Helens Road Runners Club, Kiwanis Club, Kiwanis Day Breakers, and the Foundation of Public Health for Columbia County
- **Level of Service Analysis:** Using statewide level of service recommendations for parkland acreage
- **Past Planning Documents:** St. Helens Parks Master Plan (1999), St. Helens Waterfront Development Prioritization Plan (2011), and others
- **OPRD's 2011 Statewide Comprehensive Outdoor Recreation Plan (SCORP):** Provider needs survey, resident demand survey, priorities for the future

5.41 IDENTIFIED PARK NEEDS

The following is a list of the identified park improvement needs for each park, with each park in alphabetical order. The identified park needs list is meant to be all-inclusive and does not yet consider funding, feasibility, or priorities stage.

This list will act as the “Wish List” of desired park projects for each park within the parks system. This list is intended to be the starting point for determining where to spend limited park capital improvement funds. A collection of identified *high priority* park improvement projects is discussed in Chapter 6 Recommendations. A Parks and Trails Capital Improvement Plan in Chapter 8 prioritizes these identified park needs into 3 categories: Priority I, II, and III.

6TH STREET PARK

1. Permanent, handicap accessible restrooms with a drinking fountain
 - a. Temporary ones are brought in for soccer and baseball games, but permanent ones would make this park more appealing year-round
2. Improve both little league baseball fields
 - a. Need re-leveling of the fields because of use
 - b. Dugouts need replaced
3. Parking during games can be very limited. Right-of-way on 6th St. has room to increase parking along 6th St. across from the existing parallel parking



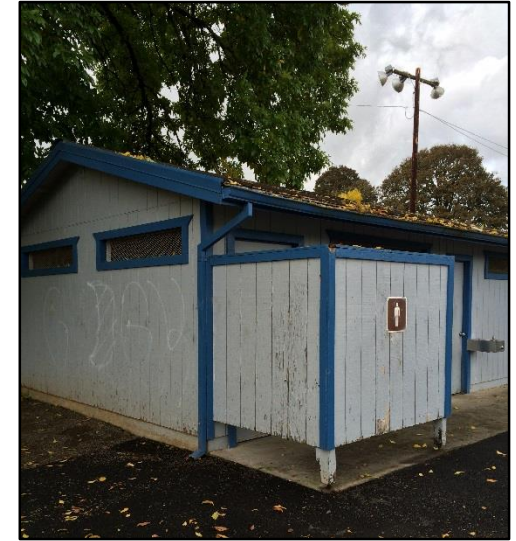
6th Street dugout



6th Street bleachers

CAMPBELL PARK

1. Update restrooms
 - a. Very outdated and are heavily abused during the busy season
2. Add two covered picnic shelters
 - a. Campbell Park often acts as overflow from McCormick Park shelter reservations. There is a shortage of shelters, so many reservation requests are not filled during the busy season.
 - b. Upgrade all picnic shelters with utilities
3. Tennis courts require complete reconstruction with base material. Huge cracks have formed since original construction. A multi-sport/flex court installation is recommended so that other sports like pickleball, hockey, volleyball, badminton, basketball can be played on the same court.
4. Designate a pets off-leash area
 - a. No off-leash area west of Hwy 30 and there are reports of residents allowing their pets off leash in this area already
5. Installation of a swing set with ADA features



Aging Campbell Park restrooms



Tennis court cracks and previous attempts to repair cracks

CIVIC PRIDE PARK - This is a park is a blank slate as far as amenities, and has great potential because of its central location next to Lewis and Clark Elementary School and the Eisenschmidt Public Pool.

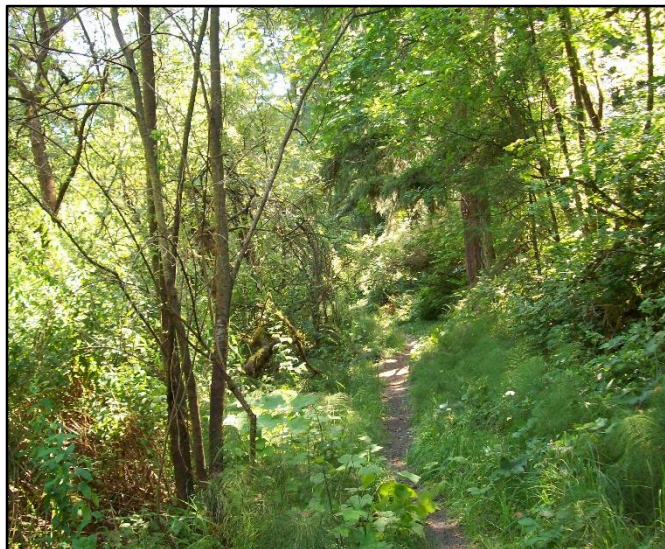
1. Great location for a full-size Splash Garden because it could hook up to the pool's water system
 - a. Potential for a partnership with the Greater St. Helens Parks and Recreation District (operates Eisenschmidt Public Pool). Encourage Greater St. Helens Parks and Recreation District to acquire and maintain the greenspace as an expansion of the pool's amenities
2. Permanent, handicap accessible restrooms with a drinking fountain
3. Sprinkler system
4. Covered picnic area
5. Play equipment with ADA accessible features



Civic Pride Park is a blank slate, centrally located, and adjacent to an elementary school and public pool

COLUMBIA BOTANICAL GARDENS

1. Better maintenance of invasive species
2. Trails within garden should connect with larger, city-wide trail system. There is a connector trail that already exists from where 4th Street dead ends at Lemont St. to the Botanical Garden trail network, but it is on private property. Acquire access rights to allow more access to the gardens for the entire community.
3. Interpretive garden signage with an informational kiosk with brochures at entrance
 - a. Encourage collaboration with school district to do a class project identifying plant species, removing non-native species, and making a plant identification brochure for the kiosk
4. Woodchip or boardwalk trails preferred over gravel trails



Columbia Botanical Garden trail becoming covered with grasses and weeds in July

Connector trail on private property that begins where 4th St. dead ends at Lemont St.



COLUMBIA VIEW PARK - With the possibility of a 22-acre land acquisition by the City just south of this park, all improvements are suggested with this land acquisition in mind.

1. The park is often overcrowded during events like 13 Nights on the River. Expand the park onto newly acquired property, by adding some portion of the acquired property to the parks inventory.
2. Improve the sound quality of the stage/gazebo by constructing an amphitheater-style stage meant for live music. This would also expand the seating, which is often too overcrowded during events (see pictures). Use the existing gazebo for events like weddings and receptions.
3. Install large covered picnic area with outdoor kitchen/grill area and utilities in newly acquired land (large enough for wedding receptions)
4. Incorporate a waterfront trail through the park along the riverfront
5. Historically, this park used to be home to free “Movies in the Park” nights. There is interest in bringing this event back once a month during spring/fall or once a week during the summer. Developing a permanent location/projection screen would increase the longevity of this event.



Crowds from the 2014 13 Nights on the River
Summer Series

GODFREY PARK

1. Permanent, handicap accessible restrooms
2. Upgrade playground equipment. Original play equipment was installed in 1965.
 - a. Great location to install the City’s first “natural” play area.
 - b. ADA adapted swing seat for the existing swing set structure and related fall protection rubber platform/path improvements
3. A new covered picnic shelter
4. Sprinkler system



ADA compliant swing installed in Cornona, CA enable both young children and children with special needs to feel the thrill of a ride on a swing and allow their parents to easily and safely take them in and out of the swing via the rubberized surfacing

GREY CLIFFS PARK

1. Permanent, handicap accessible restrooms with a drinking fountain
2. Handicap-accessible fishing pier
3. Residents are allowed to bring non-motorized boats to launch from the north end of this park (See top right), but it is not an official boat launch area. Add signage and make this area an official boat launch for canoes, kayaks, etc.
4. The staircase to Wyeth St. needs some rehabilitation and additional steps to make it easier to use (See bottom right)
5. Add a covered picnic shelter with utilities
 - a. Utilities already exist in the upper level pets off-leash area
6. Sprinkler system

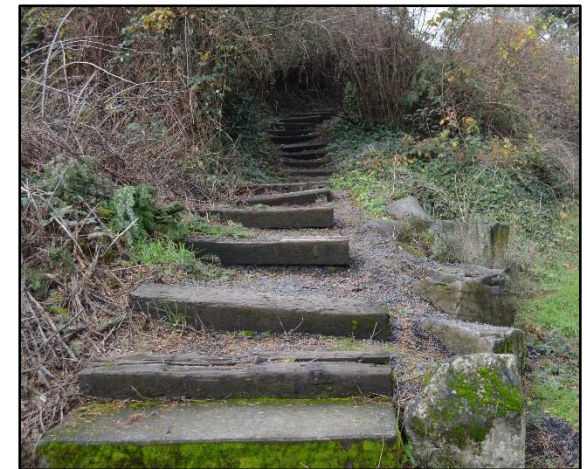


Top: Potential non-motorized boat launch area for canoes, kayaks, etc.

Bottom: Staircase to Wyeth St. needs rehabilitation

HEINE HEUMANN - This Park is identified as a water-retention area, so any future development should be planned with the potential for flooding in mind. It is also adjacent to the St. Helens Senior Center, so it is important to keep all improvements handicap accessible.

1. Permanent, handicap accessible restrooms with a drinking fountain. Installation should be consistent with the natural landscape.
2. Playground equipment (All that remains in this park for kids are 2 outdated see-saws)
3. Improve shoulder on 15th street to allow for street parking that doesn't interfere with the existing bike lane
4. Covered picnic shelter with handicap accessible picnic tables. Installation should be consistent with the natural landscape.
5. A 6' wide handicap accessible pathway through the park leading to future park amenities
6. Possible location for a rain garden or other water retention demonstration installation



MCCORMICK PARK - Some of the following improvements involve the possibility of the City acquiring the Boise Cascade property (includes 3 ball fields) southeast of the park this property. As more sporting amenities are added to this park, there is potential for this park to become a full sports complex with an even stronger regional draw.

1. Multi-sport basketball court - ideally covered
2. 3 more covered picnic shelters with utilities - by the dog park, by the pavilion, and by the playground
 - a. Existing covered picnic shelters fill up quickly and is reserved for summer slots as early as the first of the year
3. Expansion of the War Memorial to include other wars
4. Improvements to the pets off-leash area (obstacle course for dogs)
5. Repair and update the skate park (Many skaters have reported leaving St. Helens to go to the newer and more equipped Scappoose Skate Park)
 - b. Smaller steps up and down the park
 - c. Drinking fountain
6. Infields hold water, needs rehabilitation
7. RV Parking and hookups (possibly located on the Boise property, if acquired)
8. Complete the gaps in sidewalk around entire park
9. New flower beds and new McCormick Park sign on 18th St. and Old Portland Rd (See bottom right)
10. The installation of a regional destination way finding sign in a central location, similar to the directional signs found in Pioneer Square in downtown Portland (See top right) could promote McCormick Park as a regional draw, with ample sport facilities
11. More parking (by adjusting the orientation of existing parking or locating another parking lot on the Boise property if acquired and added to the Parks Inventory)
12. ADA adapted swing seat for the existing swing set structure and related fall protection rubber platform/path improvements



Top: Fun way-finding sign in Pioneer Square, Portland. Signs point to places like Washington Park, The Great Wall of China, and Mt. Hood

Bottom: McCormick Park sign and flowerbed on Old Portland Rd. and 18th St.



NOB HILL NATURE PARK - Friends of Nob Hill maintain this park, so they were contacted for input.

1. Covered Kiosk with informational brochures by entrance near the Wastewater Treatment Facility
2. Benches throughout the park
 - a. Encourage collaboration with the Arts and Cultural Commission for a design
3. Interpretive signs throughout the park, highlighting the different native species
4. Ongoing removal of invasive species, especially near the Boise bluff
 - a. Restoration of original habitat (Camas and native grasses)
 - b. Better weed maintenance
5. City should look into acquiring and adding to the park inventory the two vacant lots by 3rd Street
6. Connect this park's existing trails to the waterfront trail



A covered kiosk provides information to visitors and creates a meeting spot for work parties

SAND ISLAND MARINE PARK - Potential collaboration with the Marine Board for improvements

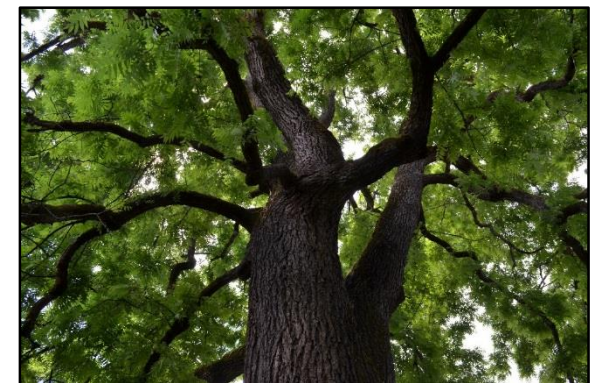


Existing Sand Island campsite

1. Electricity and water to the island
2. Defined campsites with fire rings and trees for privacy
3. Ideally, living quarters for a caretaker would be located on island
4. If campsites are defined and a caretaker facility were developed, nightly and daily fees for use could be implemented to help recapture cost of campsite and restroom maintenance and dock improvements
5. Dock needs rehabilitation
6. Large covered picnic shelter

WALNUT TREE PARK - The local Kiwanis Day Breakers maintain this park, so they were contacted for input.

1. Concrete pad and a secured down picnic table
 - a. People drag the picnic table and sometimes flip it. It is difficult when mowing the property to have to constantly move the re-move the table. Installing a concrete pad and securing the picnic table down would solve this.



100+ year old Walnut Tree at Walnut Tree Park

5.42 OTHER RECREATION AREAS NEEDS

DALTON LAKE RECREATION AREA

There is potential for the Dalton Lake Recreation Area to become a full nature park with annual work parties that work to rehabilitate the area to its most natural state by replanting natives and removing non-natives. The City of St. Helens needs to add 15.9 acres of nature parks to meet the state of Oregon recommended level of service guidelines, according to the 2010 population level of service analysis in Chapter 4. By 2020, the City would need to add 22.4 acres of nature parks. Dalton Lake Recreation area is a total of 56 acres, 27 acres of wetlands and 29 acres of buffer surrounding the wetlands. The Parks Commission would like this area to be owned by the City (current owner is ODOT), annexed into the City, and then added to the parks inventory. Once added to the parks inventory, further development and the improvements listed below can occur. The Parks Commission would like to increase collaboration with the Friends of Dalton Lake group to cut down on maintenance costs for the City. There is also a potential for collaboration with the school district to do a class project identifying native plant species, removing non-native species, and possibly creating a plant identification brochure for an informational kiosk installation.



Overlooking Dalton Lake from trail network



Cyclist heading north on the Rutherford Parkway, which is the multi-use, off-street path that leads to the Dalton Lake trail network.

Once this area is added to the parks inventory, the property can be developed to improve access to the trail network surrounding the lake. In the High Priority Trail Proposals on page 106, there is a connector trail proposed from Madrona Court to the large trail system on private property. Acquiring access rights to the portions of the trail network that are located on private property will be necessary for the trail system to be successful and accessible to the entire community. Survey results indicated that Dalton Lake had the 2nd lowest levels of accessibility, with many additional comments about how difficult and confusing it is for newcomers to access the trails. A full overview of the Dalton Lake trail recommendations is discussed in more detail on page 106.

The City of St. Helens has recognized the importance of developing this area further and making it more accessible to the community. In July of 2010, the City applied for a Local Governments grant to implement trailheads, parking facilities, picnic areas, and defined trails with lookout points. The project was ultimately not funded, but the complete plans for this project are included in the Appendix.

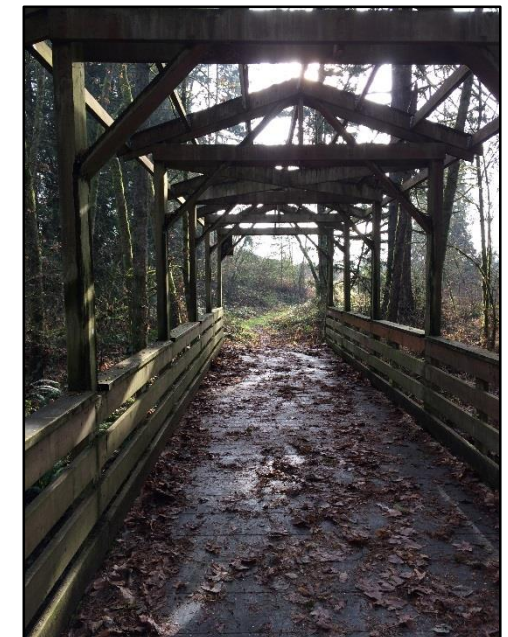
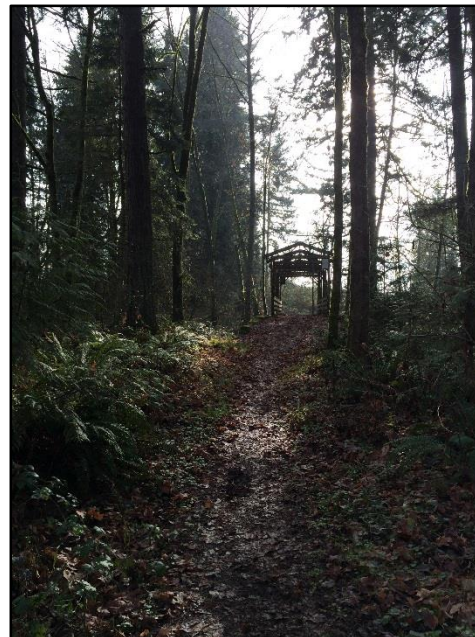
MILLARD ROAD PROPERTY - There are three lots located just south of Maple St. and north of Millard Rd. The City owns the two northern lots and may possibly acquire the southernmost lot. The Parks Commission would like to see this area added to the parks inventory. If the southern third of the property is also obtained by the City, the commission would like this to be added to the parks inventory as well.

The location of this property on the west side of St. Helens is ideal because of the lack of parkland on the west side of Hwy 30. There were numerous write-in comments in the survey and speakers during the public forum that all discussed the shortage of parkland on the west side of Hwy 30. The west side of Hwy 30 is also where most new development and residential population increases are occurring, making it this property an even more ideal location for a new park. The parkland level of service analysis in Chapter 4, based on the 2010 total population, stated that the City would have to add 16.6 acres of community parks in order to meet the recommended state of Oregon guidelines. The two lots already owned by the City total 15 acres and the southernmost lot is 8.23 acres, for a total of 23.23 acres.

The Parks Commission feels this park is in an ideal location and the right size to become the new west side community park, with all of the basic amenities, including restrooms, drinking fountains, picnic shelters, and a few sport facilities. A multi-use trail is also proposed through the property to provide pedestrian access from Maple St. to Millard Rd, utilizing the existing wooden footbridge and small footpath that crosses McNulty Creek (See bottom right). As the funding for developing this property is available, it is recommended that the city undergo a public process to determine what kind of sport facilities would have the most benefit for the entire community.



Millard Rd. Property looking north to Maple St. and the footbridge over McNulty Creek



Wooden footbridge over McNulty Creek with access from Maple St. and a trail through the Millard Rd. property to Millard Rd.

CHAPTER 6: RECOMMENDATIONS

6.1 INTRODUCTION

6.2 PARK RECOMMENDATIONS

6.3 TRAIL RECOMMENDATIONS

6.31 TRAIL CLASSIFICATION SYSTEM

6.32 TRAIL FEATURES

6.33 TRAIL PROPOSALS

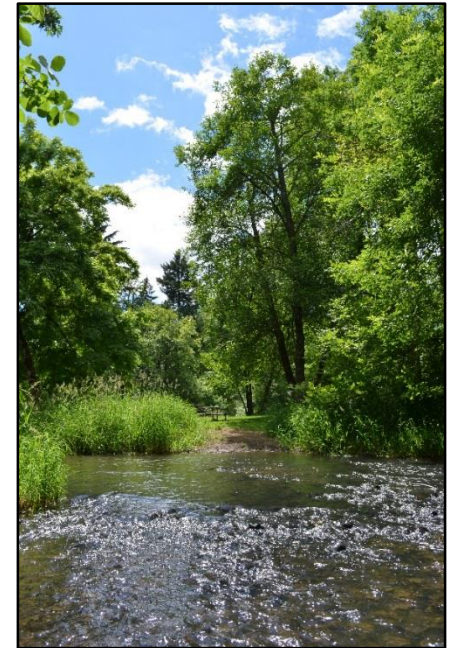
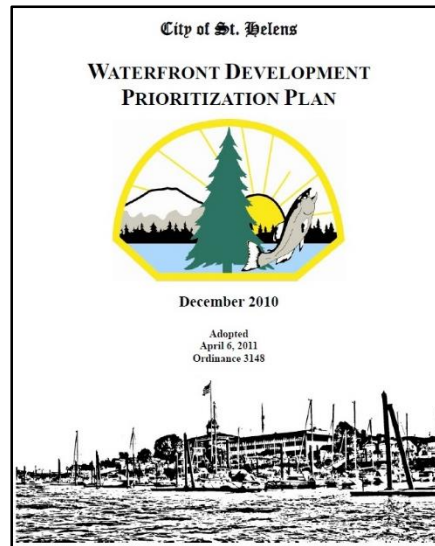
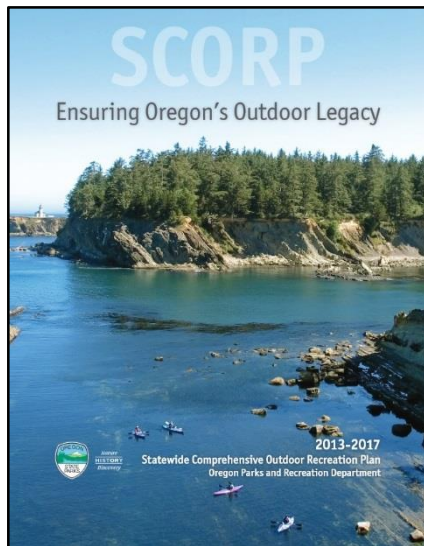
6.34 HIGH PRIORITY TRAIL PROPOSALS

6.4 BICYCLE AND PEDESTRIAN FITNESS ROUTES

6.1 INTRODUCTION

The following park and trail recommendations combine input gathered from all of the sources of community outreach and statewide recreation research, which is discussed more in depth in the Chapter 5 Needs Assessment. To summarize, the various sources of input that have contributed to the following park and trail recommendations include:

- **Community Involvement:** Online survey and a public forum
- **City Commissions and City Staff Involvement:** Input gathering sessions and one-on-one interviews
- **Service Groups/Clubs:** St. Helens Road Runners Club, Kiwanis Club, Kiwanis Day Breakers, and the Public Health Foundation of Columbia County
- **Level of Service Analysis:** Statewide recommendations for parkland acreage and trail mileage per resident
- **Past Planning Documents:** St. Helens Parks Master Plan (1999), St. Helens Waterfront Development Prioritization Plan (2011), and others
- **OPRD's 2011 Statewide Comprehensive Outdoor Recreation Plan (SCORP):** Provider needs survey, resident demand survey, priorities for the future



Milton Creek taken from McCormick Park

6.2 PARK RECOMMENDATIONS

The following section contains a list of high priority park needs which has been extracted the identified park needs list in the Chapter 5 Needs Assessment. These high priority park projects have been developed by identifying shared themes throughout the level of service analysis in Chapter 4, research on statewide parks and recreation trends, and all sources of input provided by city staff and city commissions discussed further in the Chapter 5 Needs Assessment.

To help determine high priority proposals, a few key questions were asked of the public and stakeholders:

- Which projects are absolutely essential for the park system?
- Which projects provide the most benefit for the investment?
- What evidence is there that the public supports the project?

The high priority park projects are listed on the following pages in no particular order. Some parks did not receive a project with the high priority designation, but this does not mean the need does not exist. Not all projects can be listed as a high priority, and these priorities were developed by identifying shared themes throughout community input, discussions with commissions and city staff, and parks research and analysis.

1. **6th Street:** Permanent handicap-accessible restrooms with a drinking fountain.
2. **McCormick Park:** Expand the Veterans War Memorial to include recent conflicts.
Install a flex/multi-sport basketball court
3. **Godfrey Park:** Enhance playground with a natural play area and install an ADA adapted swing seat to the existing swing set.
4. **Civic Pride Park:** Create partnership with the Greater St. Helens Parks & Recreation District.
Install a splash park, playground equipment with ADA accessible features, and restrooms.
5. **Nob Hill Nature Park:** Install a covered kiosk.
6. **Columbia View Park:** Expand and further develop park onto future purchase of ex-industrial land.
Create a stage meant for live music and improve the existing gazebo to better accommodate events.
7. **Campbell Park:** Bring utilities to the covered picnic shelters.
Rehabilitate the cracked and aging tennis courts with the installation of a flex/multi-sport court.

6TH STREET PARK: Install permanent handicap-accessible restrooms with a drinking fountain.

According to the Parks and Trails Community Survey (see Chapter 5.11), public restrooms were the most important park amenity, with 88.8% of households ranking them as *very* important and a total of 99% of households ranking restrooms as either *very* or *somewhat* important. There were also multiple comments about 6th Street Park lacking a permanent restroom during the public forum and in the open-ended comments section in the survey. The survey also found that 6th Street Park is the 4th most popular park and during large sporting events, there is a huge demand for permanent restrooms here. Installing a public restroom with a drinking fountain would also increase the use of this park year-round, beyond just sporting events.



Bleachers and concession stand



2-stall restroom installation with wall-mounted drinking fountains



Existing Veterans War Memorial

McCORMICK PARK: Expand the Veterans War Memorial to include recent conflicts.

The Parks Commission and City Council has recognized the need to expand the Veterans War Memorial in McCormick Park to include other conflicts. While some communities erect new memorials to new conflicts, some communities choose to make additions to existing memorials, thereby ensuring the relevance of those memorials for local remembrance. Memorials represent a focal point for individual and collective remembrance, particularly on occasions such as anniversary events like Memorial Day. War memorials play a vital role in ensuring that the sacrifices made by so many continue to be remembered.



Multi-sport basketball court installation

Install a multi-sport basketball court.

McCormick Park has become a park that attracts people all over the region with its unique and ample sporting and recreational amenities. It is centrally located and is very accessible by all modes of transit. Despite this, it lacks a full-size basketball court. In order to continue to attract people from all over the region and to strengthen the assets of McCormick Park, the city of St. Helens should continue expanding the sporting amenities offered at this park, beginning with the installation of a multi-sport basketball court. The only other basket court within the park system is across Hwy 30 in Campbell Park. According to the Parks and Trails Community Survey (see Chapter 5.11), basketball courts were ranked as the 3rd most important sport amenity. Ideally, this basketball court would be covered to allow for play in the rain, but if funding only allows for the development of the court, covering the court is optional. The multi-sport court could also allow for other sports like pickleball, hockey, volleyball, badminton, basketball to be played.

GODFREY PARK: Enhance playground with a natural play area and install an ADA adapted swing seat to the existing swing set.

Create a play area using natural materials like logs, water, sand, boulders, hills, and trees for children to explore and use their imagination. Creating a play area using natural materials was the 3rd highest ranked priority for Columbia County, according to the SCORP 2011 Survey (See Chapter 5.3). Further, play equipment was the 3rd most popular park amenity according to the Parks and Trails Community Survey (see Chapter 5.11). The tall trees and shady natural environment of Godfrey Park would provide the ideal environment for the installation of a natural play area. The play equipment currently in the park includes a swing set, a slide, two see-saws, and four horseshoe pits, all from the 1960's (see below). Installation of an ADA swing seat on the existing swing structure would enable young children and children with special needs to feel the thrill of a ride on a swing for a fairly low capital cost.



Top: Existing play equipment in Godfrey Park, installed in 1965



Left: Adaptive ADA swing seat with rubberized fall protection platform



Top and Bottom: Example of new natural play area located in Silver Falls State Park, OR that opened spring 2014.



CIVIC PRIDE PARK: Create partnership with the Greater St. Helens Parks & Recreation District. Install a splash park, playground equipment with ADA accessible features, and restrooms.

Encourage the Greater St. Helens Parks & Recreation District to utilize the adjacent greenspace that Civic Pride Park provides. With a partnership, the pool facility, which attracts many families with children, could be expanded to be a part of a larger splash park and play area. In addition, a small playground and restrooms should be installed. These improvements could be phased as funding allows for installation. The pool-park collaboration would allow for an entire day's worth of activities and fun for children in one convenient location. The Greater St. Helens Park & Recreation District's steady source of funding through a taxing district and fees for pool entry is ideal for the needed capital improvements in the currently underutilized, vacant Civic Pride Park.



Example of interactive water features and a splash park
Max Patterson Park - Gladstone, OR.

NOB HILL NATURE PARK: Install a covered kiosk.

The installation of a covered kiosk at the main entrance on Plymouth (near the Wastewater Treatment Facility) would help the Friends of Nob Hill manage the ongoing maintenance of this park. A covered kiosk would act a central gathering place for work parties and plant walk-throughs, provide shelter for rainy work parties, and provide a place to post updated information about park activities. It could also educate residents about native and non-native plants within the park and help to identify harmful plants, like poison ivy. Many of the proposed trail routes connect with Nob Hill trails and may increase foot traffic to the Park. As the foot traffic of the park increases, a kiosk with seating (See far right) for frequent visitors may be more suitable.



Covered kiosk in Roeliff Jansen Park - Hillsdale, NY.



Kiosk with covered benches in East Fallowfield Community Park, PA.

COLUMBIA VIEW PARK: Expansion and further development of the park onto future purchase of ex-industrial land, including a waterfront trail system allowing for public access to the riverfront, the creation of a stage meant for live music, and improvements to the existing gazebo to better accommodate events.



Richland Riverfront Trail in Richland, WA. Example of a paved Riverfront Trail with benches



Riverwalk Amphitheater located in Montgomery, AL Riverfront Park. Beautiful views of the river, a state-of-art surround sound system, stage lighting, and grassy seating for around 6,000.

Develop a waterfront trail system through the expanded park. Of all trail system categories, residents are most dissatisfied with the trail linkages to the waterfront. Past planning documents like the Waterfront Prioritization Plan (adopted 2011) state the importance of increasing access to the waterfront. Riverfront access was ranked as the 4th most popular amenity in the Parks and Trails Community Survey (See Chapter 5.11) and public access sites to waterways was ranked as the top priority for Columbia County in the SCORP 2011 Survey (See Chapter 5.3). For these reasons, expanding Columbia View Park and incorporating a trail system that follows the waterfront will be an absolutely essential project for the parks and trails system in St. Helens in the next 15 years.

In addition to incorporating a waterfront trail in Columbia View Park, improvements to the sound quality of the stage/gazebo by creating a separate stage that is meant for live music will improve the quality of one of the most popular annual events in St Helens, the 13 Nights on the River Summer Series. Expansion of the park onto the vacant ex-industrial land would help accommodate the crowds that this regionally popular summer event attracts. Columbia View Park is less than acre in size, yet it accommodates thousands of people for this expanding event annually (See picture below).

Further, if a stage was created for live music, adapting the use of the gazebo to better accommodate events like weddings and receptions would be a highly valued improvement to the 2nd most popular park in St. Helens (See Chapter 5.11).



Right: Kickoff of 13 Nights on the River concert in Columbia View Park on June 5, 2014

CAMPBELL PARK: Bring utilities to the covered picnic shelters.

Campbell Park is the only large community park west of Hwy 30. It has numerous sporting facilities with two heavily used covered picnic shelters. However, these picnic shelters do not have water or electric utility outlets for residents to use during gatherings. The McCormick Park Pavilion and the Columbia View Park Gazebo (which both have utilities) are almost always being utilized during spring and summer. Often, residents looking to make a shelter reservation are turned away from the McCormick Park Pavilion or the Columbia View Park Gazebo because they have already been booked. Bringing utilities to the two shelters at Campbell would relieve some of the demand the other two shelters with utilities draw. The fee for using the Campbell Park shelters could also increase to match the fee collected for use of the two shelters with utilities. Installing a water outlet to both of the Campbell Park shelters would also help the park maintenance crews keep the sheltered area clean.

Rehabilitate the cracked and aging tennis courts with the installation of a flex/multi-sport court.

Huge cracks (see right) have formed at all four of the Campbell Park tennis courts since original construction. The cracks are getting larger with each year. The larger the cracks, the more water intrusion occurs, promoting further deterioration. These cracks are safety hazard for residents who want to play tennis. Attempts to fill the cracks have been made, but the cracks spread over time with weeds and moss growing in. In order to fully repair all four courts, complete reconstruction with new base material will be required. A flex/multi-sport court installation is recommended so that other sports like pickleball, hockey, volleyball, badminton, basketball can be played on the same court. See page 93 for an example of a multi-sport court installation.



Top: Lunch gathering at Picnic Shelter 1

Bottom: Picnic Shelter 2 with Picnic Shelter 1 seen in background



Tennis court cracks and previous attempts to fill them in

6.3 TRAIL RECOMMENDATIONS

The trail recommendations are divided into four sections. First, a trail classification system is defined in order to categorize the 10.7 miles trail route proposals. The classification system is followed by the design guidelines for each classification. Then, the trail proposals are represented through a table and corresponding map. Then, recommendations for the various trail features, including signage, striping, benches, crosswalks, drinking fountains, etc. are discussed briefly. Finally, a select few high priority trail proposals are extracted from the larger, all-inclusive table of trail proposals.

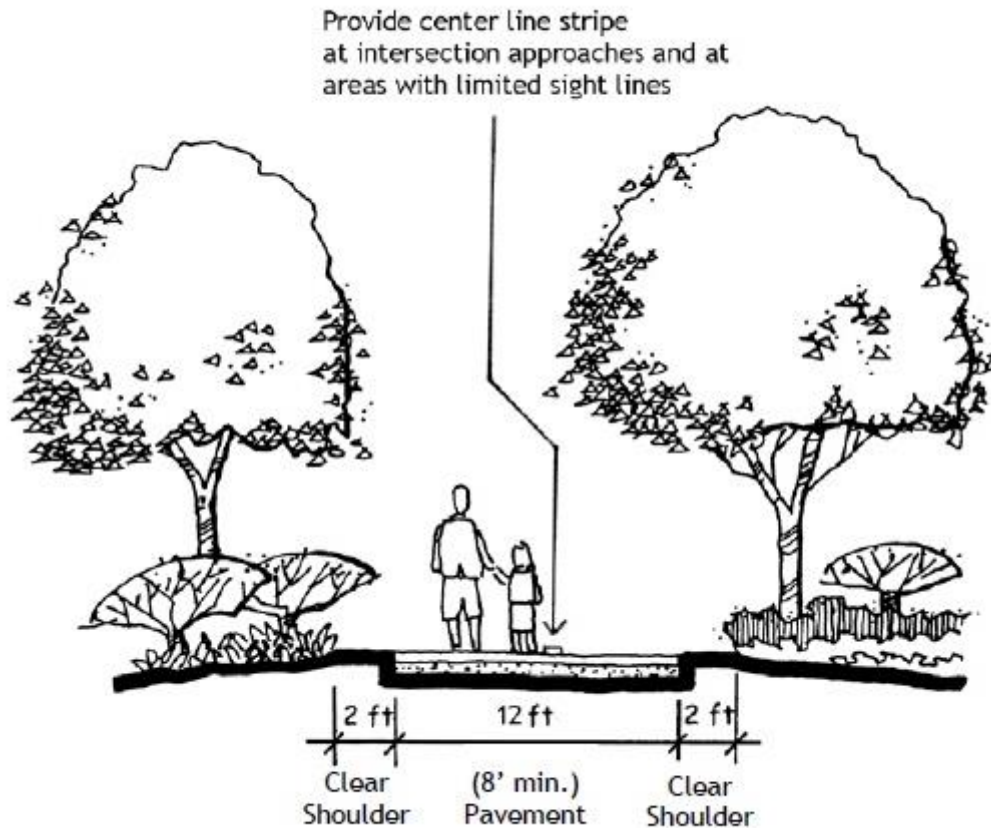
6.31 TRAIL CLASSIFICATION SYSTEM

Since the Parks Master Plan (1999) did not address the existing or future trail network, there has never been a defined trail classification system. Just like the parks classification system, classifying the trail network by function helps to assess what facilities are available for current use and what types of trails will be needed to serve the community in the future. A trail classification system also determines the trails' design guidelines and can help minimize conflicts between various user groups.

Each trail classification has specific design guidelines, which are pictured as cross-sections in the following pages. Trail classification is determined by the function and the user of the trail. These trail classifications determine their minimum width, their relationship with the road network, and in some cases, the material used to create the trail. Because this Master Plan is a conceptual document, this section should be supplemented with other trail design documents, including ODOT's *Bicycle and Pedestrian Master Plan*, Metro's *Green Trails: Guidelines for Building Environmentally Friendly Trails*, and both of AASHTO's Guides (*Guide for the Development of Bicycle Facilities* and *Guide for the Planning, Design, and Operation of Pedestrian Facilities*).

TRAIL CLASSIFICATION SYSTEM

Classification	Width	Surface	Function
Regional trail	8' - 14'	Asphalt, concrete or other smooth hard surface	Designed for 2-way bicycle and pedestrian traffic. Can sometimes function as a local access trail connecting parks, schools, and neighborhoods. Minimizes potential trail crossing conflicts with autos.
Local access trail alongside roadway Type 1: Bike Lane Type 2: No Bike Lane	5' - 12'	Asphalt, concrete or other smooth hard surface	Separated from roadway with planted buffer. Minimizes potential trail crossing conflicts with autos.
Hiking trail	1' - 12'	Earthen or gravel material	Primarily used within parks or non-circulation trails. Provides a walk through a natural environment for pedestrians. Can be designed for bicycle or equestrian use.

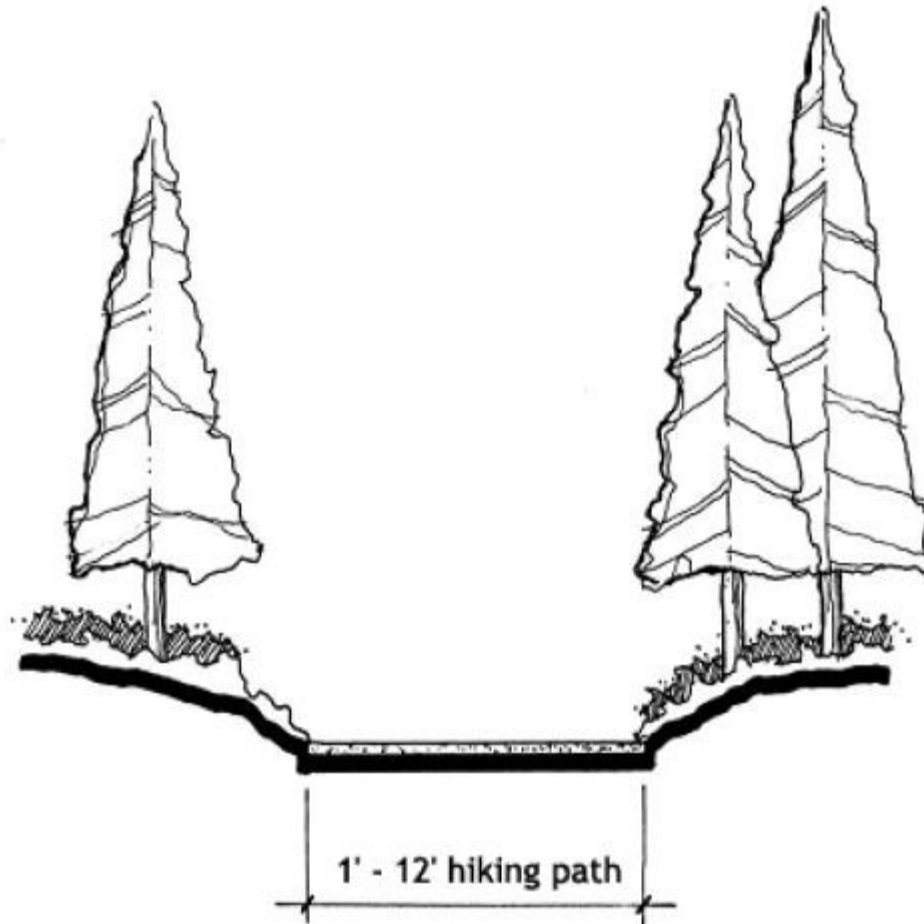


REGIONAL TRAIL

This figure illustrates a typical shared use path design that is appropriate for regional trails and for some local access trails and community connections to schools, parks, or neighborhood connections. This path is designed for 2-way bicycle and pedestrian traffic, typically has its own right-of-way, and is designed to accommodate maintenance and emergency vehicles.

Regional trails are a minimum of 8' wide and are made of asphalt, concrete or other smooth hard surface.

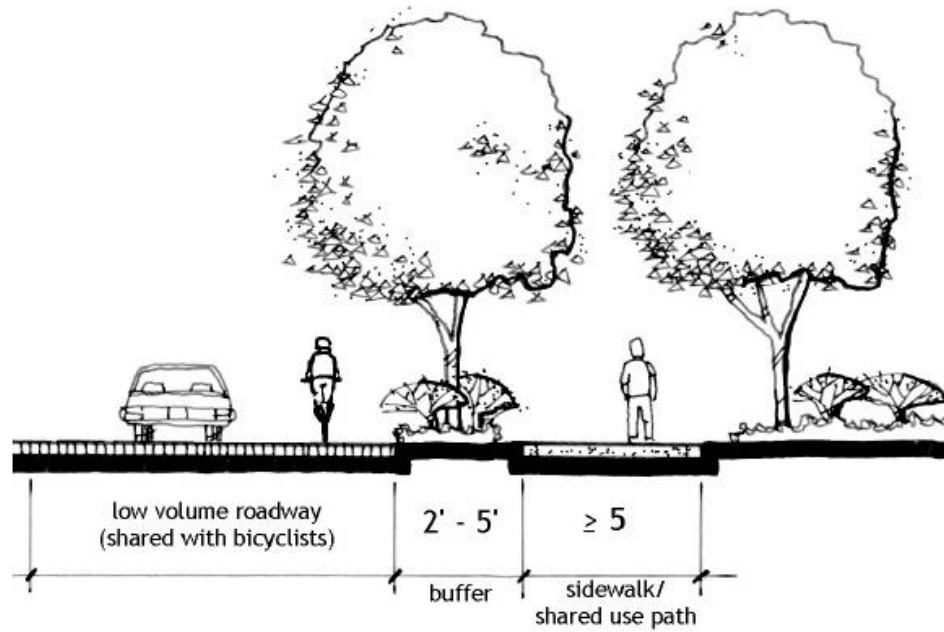
An example of a proposed trail route with the regional trail classification is the St. Helens Riverfront Trail that connects Columbia View Park to Nob Hill Nature Park along the riverfront (See Chapter 6.32).



HIKING TRAIL

Hiking trails can vary in width depending on the existing topographic and environmental constraints. Hiking paths should take into consideration issues like drainage, slope, erosion, presence of waterways, vegetation, riparian and habitat areas, environmental requirements and regulations, and many other environmental considerations. Areas with hiking trails (parks and natural areas) should have a complimentary accessible routes that meet or exceed ADA standards.

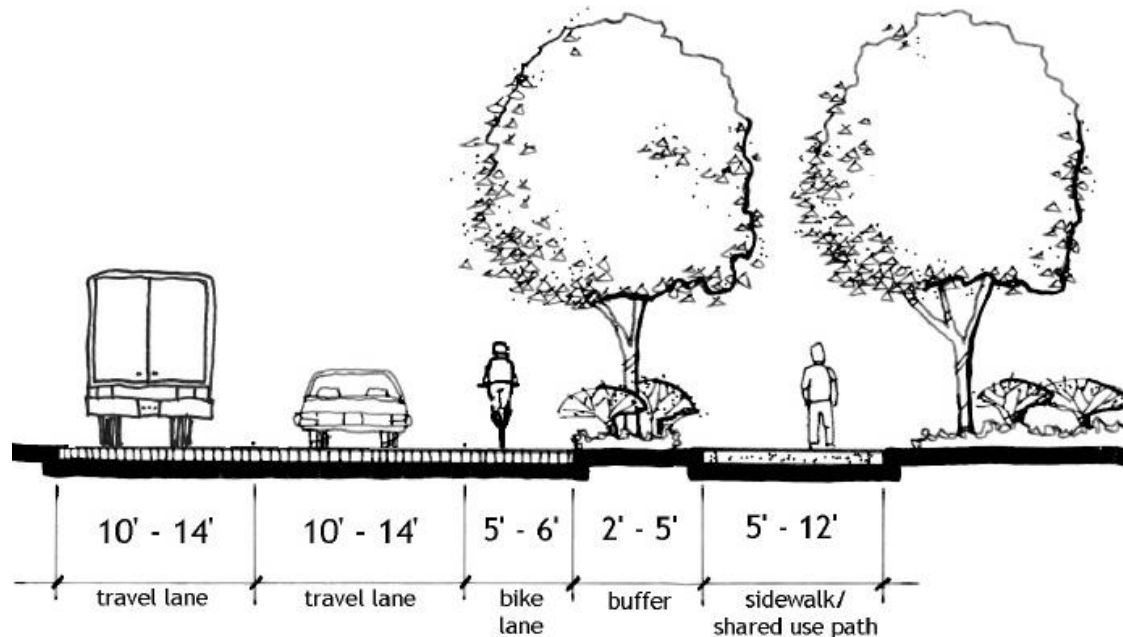
Trail widths will depend on intended users. For example, narrower widths will be used in environmentally constrained areas with only hiking uses intended. Wider widths are desirable for shared bicycle or equestrian use.



LOCAL ACCESS TRAILS ALONG ROADWAYS

Type 1: No Bike Lane

On low volume, low speed roadways (ex. residential or neighborhood streets), many cyclists can safely share the road with vehicles. Pedestrians should be separated from the roadway with a buffer or curb and a shared use path/sidewalk.



LOCAL ACCESS TRAILS ALONG ROADWAYS

Type 2: Bike Lane

On roadways with 3,000 average daily traffic (ADT) or higher, bike lanes should be used to improve bicyclist safety and comfort. A buffer or curb must separate the shared use path/sidewalk from the roadway for pedestrian safety. The width of the bike lane, buffer, and shared use path/sidewalk should appropriately reflect the volume and speed of the vehicles using the roadway. Roadways with higher traffic volumes and speeds should have wider bicycle and pedestrian facilities.

6.32 TRAIL FEATURES

There are many features that must be considered in the design of a trail route. There are *aesthetic* decisions to make about things like signage, benches, striping, trash cans, drinking fountains, and crossings. There are also *engineering standards* to meet and site-specific logistical decisions to make about crossings, striping, trail widths, surface materials, grading, etc. Since the purpose of this Master Plan is to develop conceptual projects, it does not contain engineering-level standards or site-specific trail design guidelines. However, this section of the Master Plan will attempt to cover some of the desired aesthetic options for some of the basic trail features. Below are some common trail amenities that make trail routes stand out. When possible, it is advisable to use vandal resistant construction and materials.

INTERPRETIVE INSTALLATIONS AND INFORMATIONAL KIOSKS: Interpretive installations and signs can enhance the users experience by providing information about the history of the trail or park and the area. Interpretive installations can also discuss local ecology, environmental concerns, and other educational information. Informational kiosks with maps at trailheads and other pedestrian generators can provide enough information for someone to use the network with little introduction – perfect for areas with high out-of-area visitation rates as well as the local citizens. It is recommended to install an information kiosk at every trailhead, major access point, and other logical locations.



Interpretive Installation at Noble Woods Park - Hillsboro, OR



Informational kiosk with covered benches in Roeliff Jasen Park - Hillsdale, NY



Informational kiosk located at landscaped trailhead

WATER FOUNTAINS: Water fountains can provide water to people and to pets and if they are built next to benches, they can provide a valuable place to rest and refresh along a trail.



Grouping of trail features. A water fountain, a mile marker bollard, and a bench offer a valuable place to rest along a trail route.

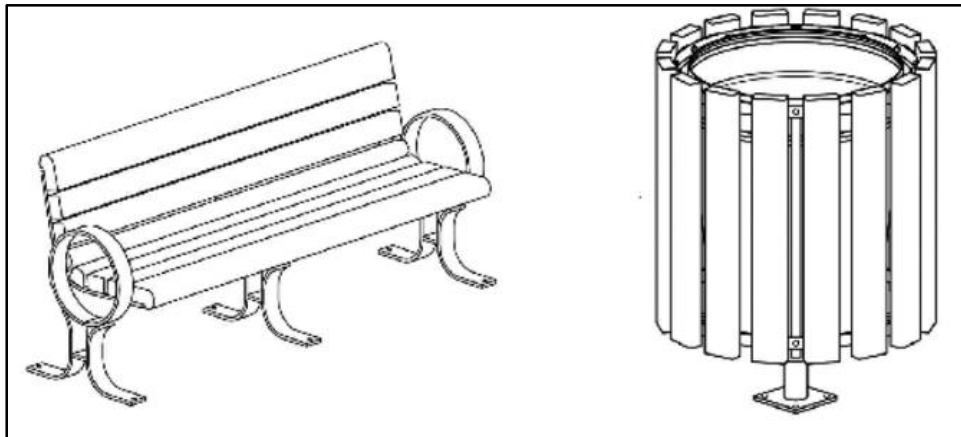
BICYCLE PARKING: Bicycle parking allows trail users to safely park their bikes if they wish to stop, especially at notable destinations like other parks, businesses, or bathrooms along the trail. The Arts and Cultural Commission has sponsored, funded and worked with the St. Helens High School metal fabrications class to create artistic bike parking for various locations around town. If possible, the commission should be consulted for input when installing future bike parking along trails, particularly the St. Helens Riverfront Trail.

BENCHES: Providing benches at key rest areas and viewpoints encourages people of all ages to use the trail by ensuring that they have a place to rest along the way. Benches can be simple (e.g., wood slates) or more ornate (e.g., stone, wrought iron, concrete).



Frost-proof drinking fountain with dog water fountain at base. Located along trail in Overton Park - Memphis, TN

TRASH CANS: Trash receptacles help keep the trail clean and discourage littering. They should be provided alongside other pedestrian amenities, like benches, water fountains, picnic tables, or kiosks.



Trail bench and trash can design from the Trails Plan for the Tualitan Hills Parks & Recreation District

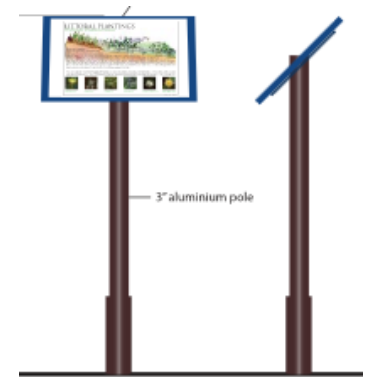


Artistic bike rack at Grey Cliffs Park. Funded by the St. Helens Arts and Cultural Commission.

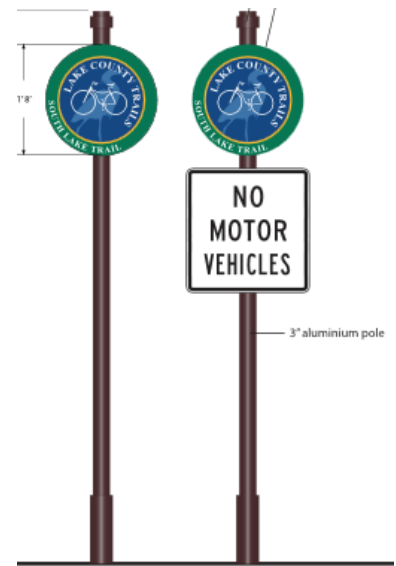
SIGNAGE: Trail signs must be uniform and consistent for them to command the respect of trail users and should follow established sign design principles for ease of reading and comprehension. Trail signs shall be standard in material, shape, legend, color and font. All signs shall be retroreflective and pictorial symbols should always be used in place of verbal warnings where possible. The directional signing should impart a unique theme so trail users know which trail they are following and where it goes. The theme can be conveyed in a variety of ways: engraved stone, medallions, bollards, and mile markers. A central information installation at trailheads and major crossroads also helps users find their way and acknowledge the rules of the trail. They are also useful for interpretive education about plant and animal life, ecosystems, and local history. The placement and design of signs should be discussed and reviewed during the trail design review phase.

There are many types of trail signage: **interpretive**, **informational**, **directional**, **regulatory**, and **warning**. Descriptions and examples of the various types of signage are provided below.

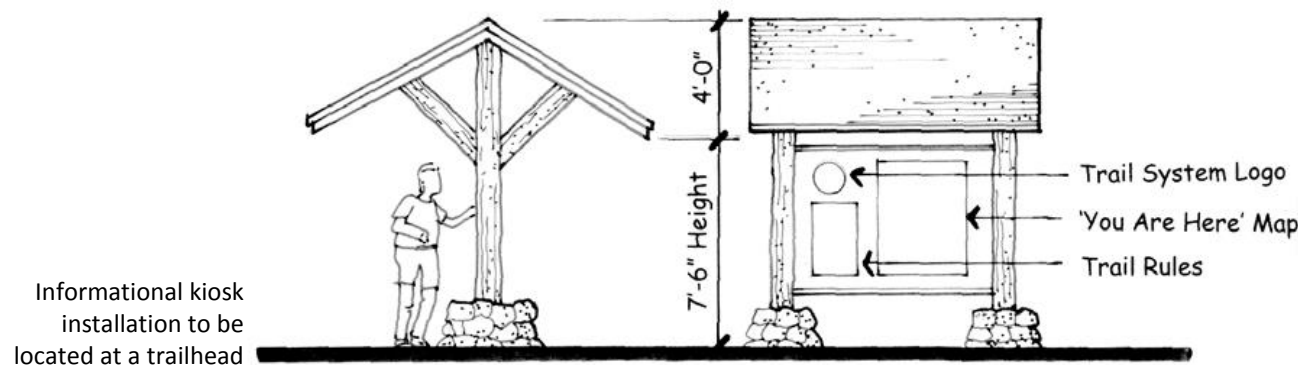
1. **Interpretive** signs are used to offer educational information on the trail environment. They can include educational information regarding the natural, cultural, and historical resources of the area. They are often placed at interpretive kiosks with other trail information (See examples on page 95), but can also be located throughout the trail (See example top right).
2. **Informational** signs are used to direct and guide users along trails in the most simple and direct manner possible. Signs include, but are not limited to, the following: identification of trailheads and access points (See example bottom right), identification of cross streets, trail maps, descriptions of surface type, grade, cross-slope and other trail features. Like interpretive signs, informational signs are usually always placed at the trailhead, but can continue throughout the trail.



Interpretive sign design for Lake County, FL.



Trail identification sign with and without a regulatory sign for Lake County, FL.



Informational kiosk installation to be located at a trailhead

3. **Directional** signs are used to inform trail users where they are along the trail and the distance to destinations and points of interest. They include street names, trail names, direction arrows, mile markers every mile, and mileage to points of interest. Often, directional signs for trails take the shape of a simple mile marker bollard (See examples below). They may also take the form of engraved stone or medallions (See right).



Mile markers bollards placed throughout length of the trail



Medallion mile marker



Directional signage informing users where the trail is located and what uses are allowed

4. **Regulatory** signs are used to inform trail users of the “Rules of the Trail”, as well as selected traffic laws and regulations. They include appropriate user modes for each trail (may change depending on season), yield signs for multi-use trails, bike speeds, travel direction, stop and yield signs.



Regulatory sign examples

5. **Warning** signs are used to alert trail users to potentially hazardous or unexpected conditions. Crossing features for all roadways include warning signs both for vehicles and trail users. This Plan will not go into detail about crossing signage, but the type, location, and other criteria are identified in the Manual for Uniform Traffic Control Devices (MUTCD). Consideration must be given for adequate warning distance based on vehicle speeds and line of sight, with visibility of any signing absolutely critical. Catching the attention of motorists unresponsive to roadway signs may require additional alerting devices such as a flashing light, roadway striping or changes in pavement texture. Signing for trail users must include a standard stop sign and pavement marking, sometimes combined with other features such as bollards or a kink in the trail to slow bicyclists. Care must be taken not to place too many signs at crossings lest they begin to lose their impact. These signs should be used in advance of the condition. They include, but are not limited to, the following: upcoming roadway, railroad or trail intersections, height or width constraints, blind curves, and steep grade.

Signalized crossing for a roadway with ADT over 15,000



“Rules of the Trail” sign examples



Warning sign examples

ART INSTALLATIONS: The St. Helens Arts and Cultural Commission or local artists can be commissioned to provide art along the trail system, which can help to make the trail route uniquely distinct. Many trail art installations are functional as well as aesthetic, as they may provide signage, places to sit, and things to play on. An example of a city-funded annual program that provides contests for local artists to create and install art along their trail system.



Top: Artistic gateway arch at the Trout Run Trailhead in NE Iowa

Bottom: Artistic Trout Run Trail stone sign and bench



Art Along the Trail entry in Clive, IA -

Art Along the Trail is a temporary outdoor exhibit, displayed along Clive's trail system from May through October.

Works are selected by an Art Along the Trail Selection Panel comprised of 2 members of the City's Park Board, 2 members of the Arts Commission, 1 councilor, 1 resident, and 1 member of the local art community. Each artist that is selected to be a part of the program receives a \$1,000 stipend for loaning their art work to the exhibit and has a chance to win the People's Choice award.

As part of the City's commitment to enhance the 'Distinct by Nature' character of Clive with the addition of art in public places, the City Council adopted direct appropriation funding for public art. Since approval of the Master Plan, the City has awarded three commissions to artists to create artwork. The *Art Along the Trail* exhibition will continue the City's efforts to promote aesthetic excellence and enhance the artistic vitality of Clive, IA.

6.33 TRAIL ROUTE PROPOSALS

A total of 10.17 miles of off-street trail routes that work to connect neighborhoods to the waterfront, parks, and local businesses are listed below. To help visualize the complete network of trail route proposals, a table of the proposals is below, followed by a map of the proposals on the next page. The Trail # corresponds to the # on the Trail Proposal Map found on the page following the table. The Trail Name is strictly for reference purposes and can be changed as the routes are developed further. The trail classifications and corresponding design guidelines are discussed in the previous section.

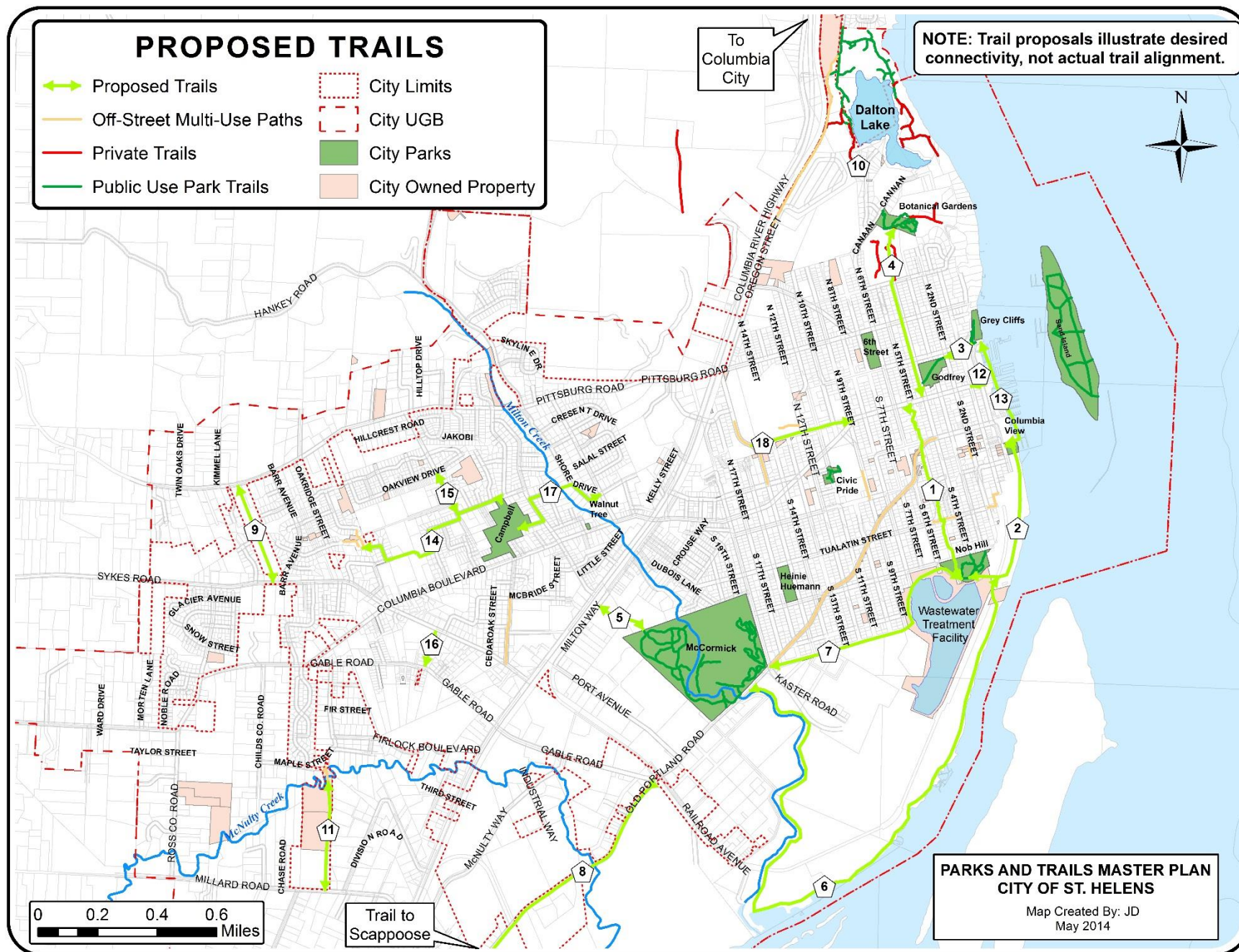
TRAIL ROUTE PROPOSALS

Trail #	Trail Name	Trail Classification	Comment	Length (Miles)
1	5th St. Trail	Hiking trail	Connects Columbia Blvd to trails in Nob Hill Nature Park	0.69
2	St. Helens Riverfront Trail	Regional trail	Connects Nob Hill Nature Park trails to Columbia View Park along waterfront	0.6
3	Wyeth St. Alternative	Local access trail	Small pedestrian connection from 2nd St. to stairs at Grey Cliffs Park	0.11
4	4th St. Gardens Trail	Local access trail	Connects Columbia Blvd. to the Botanical Gardens, passes by Godfrey Park	0.59
5	McCormick Trail Extension	Local access trail	Connects McCormick Park trails to Milton Way	0.18
6	Milton Creek Trail	Regional trail	Follows Milton Creek from McCormick Park to the riverfront	2.58
7	East St. Trail	Local access trail	Connects McCormick Park trails to Nob Hill Nature Park trails	0.83
8	Old Portland Rd. Scappoose Trail	Regional trail	Connects City of St. Helens to City of Scappoose and the Crown Zellerbach Trail	1.6
9	Pittsburg Rd. to Sykes Rd.	Local access trail	Connects Pittsburg Rd. to Sykes Rd.	0.35
10	Dalton Lake Trail Connection	Local access trail	Connects neighborhood on Madrona Ct. to Dalton Lake trails	0.04
11	Millard Rd. Trail	Local access trail	Connects Millard Rd. to a footbridge over McNulty Creek to Marle St.	0.37

TRAIL ROUTE PROPOSALS

Trail #	Trail Name	Trail Classification	Comment	Length (Miles)
12	West Columbia Blvd. Extension	Local access trail	Small pedestrian connection from Columbia Blvd. to River St.	0.06
13	Columbia Riverfront Boardwalk	Boardwalk*	Boardwalk over river from Grey Cliffs Park to Columbia View Park	0.4
14	West Campbell Park Connection	Local access trail	Connects Oak Ridge Estates Neighborhood to Campbell Park	0.67
15	North Vernonia Trail	Local access trail	Connects neighborhood to Campbell Park. No sidewalks on N. Vernonia	0.16
16	Gable Rd. to Sykes Rd.	Local access trail	Connects Gable Rd. to Sykes Rd. HS Students walk through private property here frequently	0.13
17	East Campbell Park Connection	Local access trail	Crosses Milton Creek and connects neighborhood to Campbell Park	.46
18	West Columbia Blvd. Extension	Hiking trail	Extends Columbia Blvd. through canyon and right-of-way to N. 15 th St. Route may be difficult topography/wetlands	.35
Total Miles				10.17

*Boardwalk is not an actual trail classification, but because the route is over water, it stands alone in its design requirements.



6.34 HIGH PRIORITY TRAIL PROPOSALS

A list of high priority trail routes has been extracted from the all-inclusive trail proposal map (See previous page). These high priority trail routes were chosen using the same process as the high priority park projects. The high priority trail proposals have been developed by identifying shared themes throughout all sources of community outreach discussed further in the Chapter 5 Needs Assessment, statewide and countywide recreation trends also discussed in the Chapter 5 Needs Assessment, the level of service analysis in Chapter 4, and input provided by city staff and city commissions.

To help determine high priority proposals, a few key questions were asked of the public and stakeholders:

- Which proposals are absolutely essential for the trail system?
- Which proposals provide the most benefit for the investment?
- What evidence is there that the public supports the proposal?

The following five high priority trail proposals are listed below in no specific order. The name of the trail is subject to change. The number provided next to the name of the trail corresponds to the Trail # in the Trail Route Proposals map and table on the previous pages.

- 1. St Helens Riverfront Trail:** Regional trail along riverfront that would connect Columbia View Park to Nob Hill Nature Park trail network.
- 2. Dalton Lake Access:** Develop public access from Madrona Ct. to the trail around Dalton Lake. Acquire access to trails on northeast section of the trail. Install a boardwalk to cross lake and finish the southern trail to complete the loop around the lake.
- 3. 5th Street Trail:** Hiking trail along the 5th St. right-of-way that connects Columbia Blvd. to Nob Hill Nature Park trail network.
- 4. West Columbia Blvd. Extension:** Enhance the safety and appearance of pedestrian connection from Columbia Blvd. to River St.
- 5. 4th Street Gardens Trail:** Connect Columbia Blvd to Godfrey Park to the Columbia Botanical Gardens along 4th Street right-of-way.

ST. HELENS RIVERFRONT TRAIL: Regional trail along riverfront that would connect Columbia View Park to Nob Hill Nature Park trail network. (#2)

Public access to the riverfront has been a priority for both the residents and the elected officials of the St. Helens community. For example, the Waterfront Development Prioritization Plan (2011) was created with the sole purpose of identifying projects that would increase access to and public use of the waterfront, such as developing additional parks, boat ramps, and waterfront trails. Waterfront development has also been the focus of other planning processes, like the American Institute of Architecture Sustainability Design Assessment Team's (SDAT) "What's your Waterfront?" visioning workshops conducted in May 2014. Public access to the waterfront was a theme among the input received during these visioning workshops and the SDAT's final recommendations included bicycle and pedestrian trails and boardwalks along the river. According to the SCORP 2011 Survey (see Chapter 5.3), public access sites to waterways were the highest ranked priority for Columbia County. Further, linkages to the waterfront were ranked with one of the lowest levels of satisfaction among the trail categories according to the Park and Trails Community Survey (see Chapter 5.11).

The demand for riverfront access is among the most heavily documented and discussed need for the community and for the parks and trails system. Therefore, the development of the St. Helens Riverfront Trail is among one of the keystone recommendations from this Master Plan. The St. Helens Riverfront Trail is classified as a regional trail, which means it would be a minimum of 8' wide and made of asphalt, concrete or other smooth hard surface. The trail route would begin at Columbia View Park and extend through the vacant industrial Veneer property along the riverfront, eventually connecting with the nature trails within Nob Hill Nature Park. With the joint development of the 5th Street Trail, these two routes connect two popular parks and



McLoughlin Promenade above Willamette Falls located in Oregon City. Benches throughout the promenade and a stone fence add to the character of the route.



The Dalles Riverfront Trail, OR - Paved trail that traces the Columbia River at the historic "bend in the river" where the Columbia takes a dramatic 90-degree turn from its east-west flow to north-south. When completed, the trail will be 10 miles of river frontage between The Discovery Center and The Dalles Dam Visitor Center.

provide an off-street loop through the riverfront. With the potential for future development on the Veneer property, it is important to maintain the vision for a riverfront trail along the waterfront. The St. Helens Riverfront Trail has potential to improve not only *local* access to the waterfront, but to improve *regional* access, welcoming surrounding communities to connect with the St. Helens waterfront.

DALTON LAKE TRAIL ACCESS: Develop public access from Madrona Ct. to the trail around Dalton Lake (See circle). Acquire access to trails on northeast section of the trail (See star). Install a boardwalk to cross lake (see arrow) and finish the southern trail to complete the loop around the lake. (#10)



Developing a public access point from Madrona Ct. (See circle) would add another way for residents to utilize the trail around Dalton Lake. Many of the trails around the lake located on private land (Lots represented as gray).

Second to Sand Island Marine Park, Dalton Lake Recreation Area was rated the least accessible park, with over 21% of survey respondents ranking it as “not easily accessible”, with many additional comments about how difficult and confusing it is for newcomers to access the trails according to the Parks and Trails Community Survey (See Chapter 5.11). Developing a public access point from Madrona Ct. (See circle) would add another way for residents to utilize the trail around the lake. The property where this access point should be developed is under private ownership, but undeveloped.

In addition, there are trails on both sides of the lake that are under private ownership (See trails located on gray lots). Expanding public access to all of the trails that are currently on private property would allow for better utilization of the trail network by the entire community. Specifically, the trail network on the east side of the lake is located on a single owner’s private property (See star). This portion of the trail is located on the only “beach like” access to the Columbia River in St. Helens. It would make for an ideal picnic, river overlook, and day use area. Ultimately, if a public access point is developed at Madrona Ct. and access rights are acquired for the trails on private property, the trail system would almost make an entire loop. The construction of a small boardwalk to cross at the most narrow point of the lake (see arrow) would be the final missing piece for a full trail loop around Dalton Lake.

The City of St. Helens has recognized the importance of developing this area further and making it more accessible to the community. In July of 2010, the City applied for a Local Governments grant to implement trailheads, parking facilities, picnic areas, and defined trails with lookout points. The project was ultimately not funded, but the complete plans for this project are included in the Appendix.

5TH ST. TRAIL: Hiking trail along the 5th St. right-of-way that connects Columbia Blvd. to Nob Hill Nature Park trail network. (#1)

The 5th Street trail is one of the few trail routes located entirely within an already existing right-of-way. It begins at Columbia Blvd. near a few businesses and then travels through dense trees and shrubs through a canyon that acts as a corridor for much of the local wildlife. The soft surface trail emerges from the canyon to cross Old Portland Road and follows the staircase up to arrive at a developed local residential street. The route continues beyond the local street, still following the right-of-way, ultimately entering Nob Hill Nature Park. The entire route is about $\frac{3}{4}$ of a mile and is classified as a hiking trail because of its topography and subsequent width constraints.

This hiking trail would provide St. Helens residents a calming, off-street pedestrian experience that allows a quick escape from urban city life, all within city limits. It would also connect the Main Street corridor to Nob Hill Nature Park, all on an off-street nature trail.



Maricara Natural Area Trail - Located in middle of a residential neighborhood in Portland, OR. Nearly a mile of soft surface trails meander through forested and wetland areas

According to the SCORP 2011 Survey (See Chapter 5.3), public access sites to waterways were the highest ranked priority for Columbia County and dirt or other soft surface walking trails were the 2nd highest. As the St. Helens Riverfront Trail is developed, the 5th Street Trail works well to provide the other half of the route needed to make a full loop around the riverfront. Further, according to the Parks and Trails Community Survey (see Chapter 5.11), the trail categories with the most dissatisfaction were the trail connections between parks, neighborhoods, and businesses (19%) and trail linkages to the waterfront (18%). If the St. Helens Riverfront Trail (See previous priority) is also developed, the development of the 5th Street Trail would satisfy the two highest priorities from the SCORP 2011 Survey and the two categories from the Parks and Trails Community Survey.

The development of the 5th Street Trail would also extend the 4th Street Gardens proposal, which also begins at Columbia Blvd, 1 block east. Together, these two routes would provide off-street north to south safe passage from the Columbia Botanical Gardens all the way south to Nob Hill Nature Park for both cyclists and pedestrians.

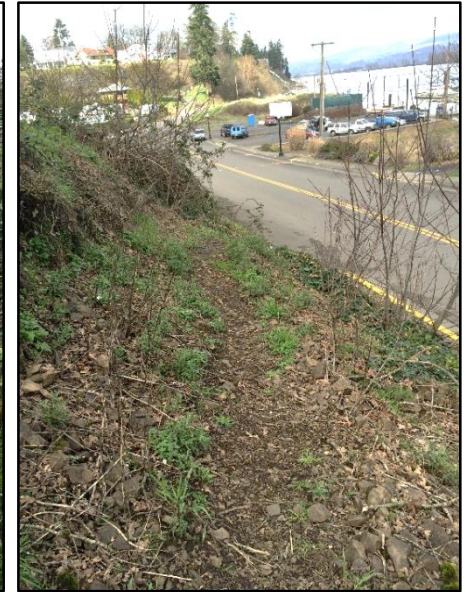
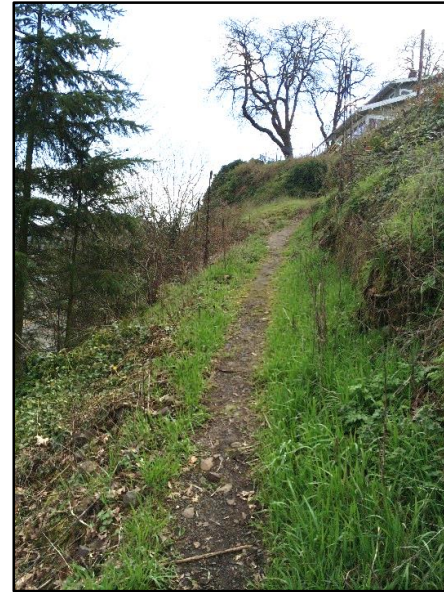


Existing conditions along the 5th Street right-of-way

WEST COLUMBIA BLVD. EXTENSION: Enhance the safety and appearance of pedestrian connection from Columbia Blvd. to River St. (#18)

The Corridor Master Plan (Jan 2015 adoption) has identified the dead end of Columbia Blvd. as a special opportunity area. It recommends this location for a Columbia River Overlook area, which would add to the sense of place and character of the corridor on the way to the Riverfront District (See concept pictures below). A makeshift pedestrian trail to River St. currently exists at this location, but it is heavily sloped and not recommended for safe use (See upper right). This location is also within the Columbia Blvd. right-of-way.

If this right-of-way area is developed as a Columbia River Overlook as suggested in the Corridor Master Plan, it would be an ideal time to also enhance the safety and appearance of the pedestrian connection to River St. In the concept rendering below, there is a proposed set of stairs, as well as landscaping enhancements and pedestrian safety improvements on Columbia Blvd. A striped crosswalk on River Street would also need to be provided for the user to safely reach the sidewalk on the other side.



Existing local access trail looking up at adjacent houses and to Columbia Blvd. Existing local access trail looking down to River St. below. Grey Cliffs Park can be seen in the background.



Left: Concept illustrates potential enhancements to the 1st Street/Columbia Blvd. intersection and the overlook area east of the intersection. A bike access trail utilizing existing right-of-way can be seen in the lower right corner.

Right: Concept view of an overlook feature integrated with pedestrian walkways, on-street parking, planting areas and a vehicular turn around. Existing access to adjacent residences are preserved.



Source: Draft Corridor Master Plan (2014)

4TH STREET GARDENS TRAIL: Connect Columbia Blvd to Godfrey Park to the Columbia Botanical Gardens along 4th Street right-of-way.

This proposal is for an off-street trail alongside the street, beginning at Columbia Blvd. and extending into the Columbia Botanical Gardens trail system. This trail proposal capitalizes on the extra wide right-of-way that 4th Street provides (See bottom right). This route is separated from the roadway by a landscaped buffer and possibly low fence, similar to the one that exists on N 16th Street near St. Helens Middle School (See top right).

Currently, 4th Street has fragmented sidewalks, sometimes on both sides of the street. This off-street trail would replace the need to upgrade the street with sidewalks and bike lanes on both sides because it would provide a route separated from the road network for bikes and pedestrians to safely travel from Columbia Blvd. to the Columbia Botanical Gardens. In addition, this route would extend the 5th Street Trail proposal which also begins at Columbia Blvd, 1 block west. Together, these two routes would provide off-street north to south safe passage from the Columbia Botanical Gardens all the way to Nob Hill Nature Park for both cyclists and pedestrians.

For the section of this proposal that would provide access to the Columbia Botanical Gardens (See below left), there is already an informal trail that leads there, but it is located on undeveloped private property (See below right).



Off-street trail example separated by a low fence on N. 16th Street near St. Helens Middle School



Large right-of-way along 4th Street with Godfrey Park shown left



Left: 4th Street dead end into undeveloped private property

Right: Informal trail on undeveloped private property

6.4 BICYCLE AND PEDESTRIAN FITNESS ROUTES

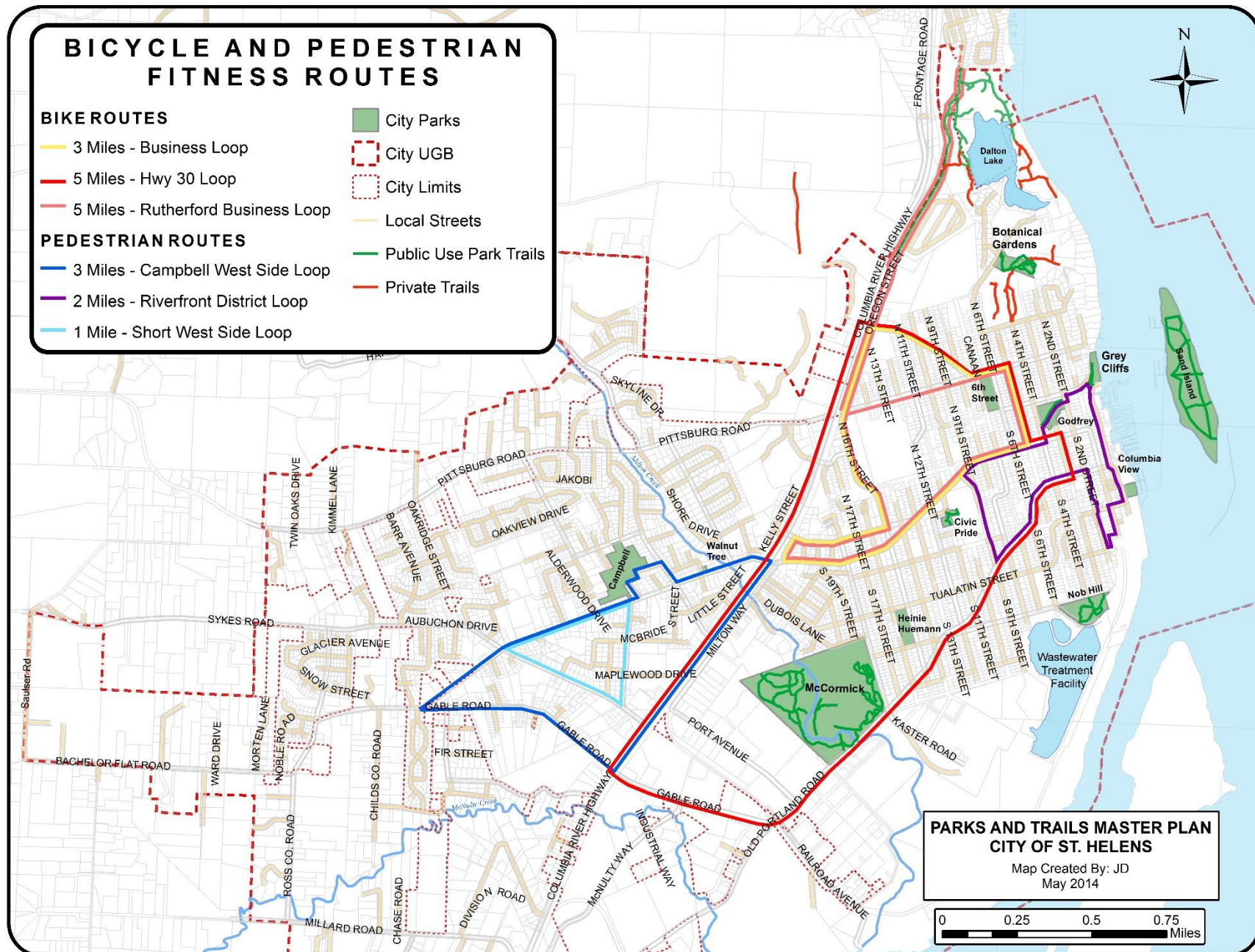
In addition to proposing new, off-street trail route proposals, this planning process also included developing fitness biking and walking routes that can be implemented in the short-term, using mostly already existing pedestrian and bicycle infrastructure. It was decided to develop these routes for two reasons. First, there was substantial public desire to have a greater number of safe walking trails, biking routes, and paths through both comments during the public forum and through results of the Parks and Trails Community Survey (See Chapter 5.11). However, despite the local demand for these routes, the City is still faced with the realities of a shrinking budget, which translates to an even a smaller proportion of public funding dedicated to new recreation infrastructure.

The full implementation of these six walking and biking fitness routes is part of a low-cost solution to the unmet recreational need for safe places to walk, jog, and bike, and as funding becomes available, the more costly solutions like off-street trails, can be developed. The Foundation of Columbia County Public Health also encouraged the full implementation of these fitness routes, as it has been proven that the more access to safe, inviting walking, jogging, and biking routes, the more physically active a community is likely to be.

Six fitness routes were chosen, three pedestrian-only and three bicycle-only. Each route is listed in table format following the map and includes a color for the route, the length, notable features, and desired improvements to the route. Local residential streets, regardless if they have sidewalks or bike lanes, are also included on the Bicycle and Pedestrian Fitness Routes Map on the next page. This is because the primary function of local streets are to provide access to residential and other properties within neighborhoods. This means that local streets are generally slower speeds and may be appropriate for walking and biking safely, despite the lack of sidewalks or bike lane infrastructure. Local streets can also work effectively as a way to get residents from their starting point to the actual fitness route, especially if sidewalks or bike lanes do not exist. However, residents should exercise caution and have an increased awareness of oncoming traffic when walking or biking on local streets that do not have the proper pedestrian infrastructure. The six routes were chosen using these criteria:

- The route uses sidewalks, bike lanes, and off-street walking paths when possible.
- Crosswalks exist. If they do not exist, they are recommended for improvement as a short-term priority in the 2011 TSP Update.
- They include parks, businesses districts, and great views of the river or the city.
- Each route is a complete loop and ranges in intensity from 1 mile - 5 miles.

Since part of the criteria is utilizing the existing bicycle and pedestrian infrastructure, it was much more difficult to propose routes on the west side of Hwy 30 because the infrastructure is not as comprehensive as the east side of Hwy 30. Incorporating rarely traveled local residential streets into the fitness routes on the west side of Hwy 30, especially if they are used to get to a route with proper pedestrian infrastructure, may work well for residents who feel safe using local streets for biking or walking.



FITNESS BIKING AND WALKING ROUTE DESCRIPTIONS

Pedestrian Route Campbell Loop, 3 Miles
<p>Notable Features:</p> <ul style="list-style-type: none"> Route is located in the heart of residentially zoned areas, offering many residents a close-to-home fitness route Complete bicycle and pedestrian improvements on Gable Road planned for 2015 Route goes through two parks Campbell and Walnut Tree Route goes by St. Helens High School and Hwy 30 commercial businesses
<p>Issues:</p> <ul style="list-style-type: none"> Uses the sidewalk on Hwy 30, which can feel unsafe to pedestrians
<p>Desired Improvements:</p> <ul style="list-style-type: none"> The Corridor Master Plan identifies the Hwy 30 area as auto-dominated and is recommending a mix of pedestrian improvements, like wider sidewalks, improved crosswalks, traffic calming features, and planted medians that work to create a safer pedestrian space. Any of these pedestrian-focused improvements to the Hwy 30 area would be desired.
Pedestrian Route Riverfront District Loop, 2 Miles
<p>Notable Features:</p> <ul style="list-style-type: none"> Route goes through and near three different parks, Grey Cliffs, Columbia View, and Godfrey Route passes City Hall, the historic and current County Courthouse Beautiful views of the river from above the steps near Grey Cliffs Park and on top of the steps near 2nd Street by Nob Hill Bed and Breakfast Much of the route remains on off-street paths Offers opportunities to shop at the businesses in the Riverfront District
<p>Issues:</p> <ul style="list-style-type: none"> Route contains three sets of stairs and fairly steep inclines, which presents accessibility issues
<p>Desired Improvements:</p> <ul style="list-style-type: none"> Needs a more noticeable crosswalk to alert drivers on Old Portland Road when pedestrians are crossing from 9th Street
Pedestrian Route Short West Side Loop, 1 Mile
<p>Notable Features:</p> <ul style="list-style-type: none"> Route is located in the heart of residentially zoned areas, offering many residents a close-to-home fitness route Matzen Street has an off-street path, adjacent to vacant commercial lot
<p>Issues:</p> <ul style="list-style-type: none"> Segments of Columbia Blvd only have sidewalks on one side Matzen Street's off-street path does not go all the way from Sykes to Columbia Blvd, but there are still sidewalks on at least one side throughout the route There is no crosswalk from Sykes Rd. to Matzen St.
<p>Desired Improvements:</p> <ul style="list-style-type: none"> Add a small-scale crosswalk from Sykes Rd. to Matzen St.

<p>Biking Route Business Loop, 3 Miles</p> <p>Notable Features:</p> <ul style="list-style-type: none"> • Route goes by two parks, Civic Pride Park and 6th Street Park • Route goes by Houlton Businesses, the Post Office, and the Fire Station • Route can easily be lengthened to 5 miles, by adding the Rutherford Parkway to the loop <p>Issues:</p> <ul style="list-style-type: none"> • Route remains on bike lanes on entire route for all but a small segment on Milton Way <p>Desired Improvements:</p> <ul style="list-style-type: none"> • Additional bike lanes on Milton Way • Columbia Blvd. and St. Helens St. are within the Corridor Master Plan’s boundary for recommended pedestrian and bicycle improvements, including traffic calming, crosswalk enhancements, intersection safety improvements, and green landscaping. Any of these improvements are desired.
<p>Biking Route Rutherford Business Loop, 5 Miles</p> <p>Notable Features:</p> <ul style="list-style-type: none"> • Route goes by two parks, Civic Pride Park and 6th Street Park • Route goes by Houlton Businesses, the Post Office, and the Fire Station • Route is longer than the Business Loop and more hilly for advanced bikers • Includes 8ft paved multi-use Rutherford Parkway, which has beautiful views of Dalton Lake <p>Issues:</p> <ul style="list-style-type: none"> • Route remains on bike lanes on entire route for all but a small segment on Milton Way • Rutherford Parkway is not well-lit at night <p>Desired Improvements:</p> <ul style="list-style-type: none"> • Additional bike lanes on Milton Way • Security lighting on Rutherford Parkway • Columbia Blvd. and St. Helens St. are within the Corridor Master Plan’s boundary for recommended pedestrian and bicycle improvements, including traffic calming, crosswalk enhancements, intersection safety improvements, and green landscaping. Any of these improvements are desired.
<p>Biking Route Hwy 30 Loop, 5 Miles</p> <p>Notable Features:</p> <ul style="list-style-type: none"> • Route contains Hwy 30 commercial businesses • Route includes the new pedestrian overpasses at Old Portland Rd and Milton Creek • Route passes by McCormick Park and 6th Street Park <p>Issues:</p> <ul style="list-style-type: none"> • Old Portland Road’s off-street path not wide enough to accommodate cyclists and pedestrians • Route contains all bike lanes, except for Old Portland Road’s shared-use, off-street path <p>Desired Improvements:</p> <ul style="list-style-type: none"> • Expand the width of Old Portland Rd’s off-street, multi-use path from 4ft to 8ft in order to accommodate both cyclists and pedestrians and reduce conflict • The Corridor Master Plan identifies the Hwy 30 stretch as auto-dominated and recommends bicycle and pedestrian improvements like planted medians, traffic calming features, improved intersections and crosswalks, all of which if implemented, would increase the safety of cyclists on this route.

CHAPTER 7: FUNDING STRATEGIES

7.1 PARKS DEPARTMENT FUNDING

7.2 PUBLIC WORKS OPERATIONS DIVISION: PARKS AND GROUNDS

7.3 CAPITAL IMPROVEMENT FUNDS

7.4 FUNDING STRATEGIES INTRODUCTION

7.41 LOCAL TAX OPTIONS

7.411 BONDS

7.412 LOCAL OPTION LEVY

7.413 SYSTEM DEVELOPMENT CHARGES (SDCs)

7.414 USER FEES AND FACILITY CHARGES

7.415 UTILITY FEES

7.42 GRANTS

7.43 OTHER FUNDING OPTIONS

7.431 PARTNERSHIPS

7.432 LAND TRUSTS

7.433 DONATIONS

7.5 FUNDING RECOMMENDATIONS

7.1 PARKS DEPARTMENT FUNDING

Currently, the City of St. Helens park system receives dedicated funds from the City's General Fund for maintenance and operations. The Parks Department falls under the umbrella of the Public Works Department, although the funding for the Parks Department comes from the General Fund. Since 2007, the Parks Department has received between 5% and 9.7% of the City's General Fund for maintenance and operations (See table below). This does not include funds for maintenance that come from the Public Works Operations Division discussed in the following section.

At the peak of the housing bubble in FY 07-08, the Parks Department employed a total of 2.5 full-time employees (FTEs). By FY 13-14, the number of FTEs had dropped to 0.80 or a 70% reduction in the staff employed from the Parks Department. The Parks Department was hit hard by major budget cuts to the General Fund due to a significant decline in discretionary funds (property taxes, franchise fees, etc.). These revenues are used to fund parks, the public library, the police department, the planning department, and the courts. This decline in funds is reflected in the slow decrease of funding seen over the past seven years in the Parks Department budget history table below.

GENERAL FUND: PARKS DEPARTMENT

	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14 Adopted	FY 14-15 Adopted
% of General Fund to Parks	5.6%	4.3%	6.0%	9.7%*	5.0%	7.3%	5.9%	5.6%
*Grey Cliffs Park land purchase, 7th St. land purchases, and Columbia View Park Picnic area construction contribute increase in funds for FY 10-11.								

PARKS DEPARTMENT BUDGET HISTORY

	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12*	FY 12-13	FY 13-14 Adopted	FY 14-15 Adopted
Personnel Services	195,375	110,093	85,714	90,066	109,029	115,248	101,440	103,600
Materials and Services	125,038	185,011	232,005	97,919	140,992	118,216	128,890	129,650
Capital Outlay	30,743	22,192	17,572	356,016	-	-	-	-
Debt Service	51,839	51,839	51,839	51,839	51,839	36,604	-	-
Parks Department Total	402,995	369,135	387,130	595,840**	301,860	270,068	230,330	233,250
*There are no Capital Outlay funds after FY 11-12 because the Capital Improvement Fund and the Community Enhancement Fund were created FY 11-12.								
**Grey Cliffs Park land purchase, 7th St. land purchases, and Columbia View Park Picnic area construction contribute to the jump in funds.								

In addition to the Public Works Operations Division discussed in the next section, the Parks Department also utilizes seasonal employees to maintain the parks system. Seasonal employees are hired for June through September, depending on when school starts. Their job responsibilities remain mostly within the park system, but they also maintain the Police Department grounds, the Public Library grounds, and the grounds surrounding the St. Helens Reservoir. Following the same trend for the Parks Department employees, the number of seasonal employees has also dropped from 10 employees in FY 07-08 to 6 employees budgeted for FY 14-15. However, the seasonal employees have historically been funded and continue to be funded entirely by the Public Works Operations Water and Sewer Funds, not from the Parks Fund.

Another way the Parks Department has leveraged funds for grounds maintenance has been to utilize the local Columbia County Community Corrections Crew. The Corrections Crew is utilized year round, usually one day a week, but sometimes more. Their job responsibilities include a large variety of highly visible projects, such as mowing and weed eating the Hwy 30 strip, mowing the parks, and maintaining the grounds around the Water Treatment Plant. They also plant and maintain the flower beds at McCormick Park, the Police Department, and the Public Library. They pick up litter on the right-of-ways, cut up and chip up downed trees in and outside of parks, and trim back brush along the trail networks. The tasks completed by the Corrections Crew are very crucial because of their high visibility to the public. Without their contributions to the ongoing maintenance within and outside of the park system, the level of maintenance the Parks Department has been able to provide would drop substantially. Depending on their job duties for that week, they are funded by either the Parks Department or the Public Works Operations Fund, which is further divided between the Water, Sewer, Streets, and Park Funds.



7.2 PUBLIC WORKS OPERATIONS DIVISION: PARKS AND GROUNDS

In addition to the seasonal workers the Corrections Crew discussed above, the park system is maintained by a division of the Public Works Department called the Operations Division. The Operations Division is further divided into units: Parks and Grounds, Water, Streets, Sanitary Sewer, Storm, Fleet, and Facilities. The two units related to parks maintenance are the Parks and Grounds Division and the Facilities Division.

The Parks and Grounds Division maintains the City's park lands and right-of-ways. There are over 170 acres of parks, green spaces, grounds, and docks that the Parks and Grounds unit maintains. The Facilities unit maintains nine primary public buildings, which includes the Parks Shop building and all restrooms and accessory buildings located in the various parks. In addition to ongoing maintenance, a few projects the Operations Division helped with during 2013-2014 include: assisting the Garden Club with construction of the landscaping in the Triangle Garden at Columbia Blvd. and 13th St, providing labor and materials to assist in the completion of the Splash Pad in Columbia View Park, and providing assistance with the development of the disc golf course in McCormick Park.

The Parks and Grounds Division currently employs 3.5 full-time employees (FTE). At the height of the housing bubble in FY 07-08, the cost of maintaining parks was mostly covered by the Parks Department, supplemented slightly from the Public Works Operations Water and Sewer Funds. However, the recession resulted in major cuts to the General Fund which resulted in further cuts to the Parks Department, ultimately triggering the formation of the Parks and Grounds Division. Currently, the Parks and Grounds Division is supported by the Sewer, Streets, Water and General Funds. **Although the creation of the Parks and Grounds Division was an attempt to provide the same level of maintenance for the parks system, it is an unsustainable fix to the cuts in the Parks Department.** The sooner the Parks Department can fully cover the costs of maintaining parks without indirect subsidies from the Public Works Streets, Water, and Sewer Funds, the more accurate and sustainable the City's Public Works and Parks Department budgets will be.

The National Recreation and Park Association's (NRPA) *Parks and Recreation National Database Report (2014)* includes benchmark ratios for operating expenditures, FTEs, park acreage, etc. averaged across parks and recreation agencies throughout the United States. The top table indicates that for the lower quartile (the lowest 25%) of agencies who maintain 250 acres or less had an average of 2.7 FTEs. The median (middle 50%) had 5.0 FTEs for agencies who maintain 250 acres or less.

It is difficult to compare St. Helens directly to these benchmark FTE levels because the Parks and Grounds Operations unit is currently at 3.5 FTEs, but they are not strictly park maintenance. The Parks and Grounds Operations Division has duties that extend beyond just park maintenance, like mowing and trimming trees within the street rights-of-way. Further, the Parks Department utilizes seasonal workers for June - September and the Columbia County Corrections Crew year round, but these are not included in the number of FTEs maintaining parks. Even with these factors in mind, the number of FTEs working in the park system falls short of the median 5.0 FTEs from NRPA's 2014 Report and City staff recommendations. **City staff recommends a minimum**

Number of Acres	2013 Operating Expenditures per Acre of Land Managed or Maintained			2013 Acres of Parkland Maintained Per FTE		
	Lower Quartile	Median	Upper Quartile	Lower Quartile	Median	Upper Quartile
250 or less	6,454	16,523	34,000	2.7	5	9.8
251 to 1,000	3,487	8,974	18,747	6	8.7	19.6
1,001 to 3,500	1,855	4,808	6,904	9	21.6	54.7
More than 3,500	1,213	3,001	3,846	18.4	32.8	66.3

Top and Bottom: FTE Benchmark ratios for Parks and Recreation agencies across the U.S.
Source: The NRPA National Database Report (2014)

	2010 Median	2011 Median	2012 Median	2013 Median
Operating expenditures per capita	\$82	\$74	\$85	\$77
Operating expenditures per FTE	\$94,797	\$95,851	\$95,237	\$84,859
Operating expenditures per acre of land managed or maintained	\$6,397	\$6,539	\$6,538	\$7,357
Acreage of parkland per 1,000 population	14.9	10.5	11.1	9.1
Acres of parkland maintained per FTE	15.6	15.2	13.5	9.1
Revenue per capita	\$27.56	\$19.22	\$24.92	\$17.04
Revenue as a percent of total operating expense	32.0%	28.2%	30.1%	26.9%
Revenue per visitor	\$4.52	\$3.76	\$4.60	\$5.11
Total operating expenditures per visitor	\$14.47	\$12.27	\$14.17	\$16.25
Total capital plus total operating expenditures per capita	\$101.14	\$85.58	\$105.27	\$90.46
Tax cost per capita	\$47.66	\$29.55	\$48.30	\$54.95
Program attendance per program staffing (FTE)	2,576.7	2,376.9	2,202.8	2,717.0
Program fees and charges per program participant	\$25.74	\$31.33	\$24.67	\$8.84

5.0 FTEs for the Parks Department alone, with a total of 10.0 FTEs as seasonal help during the spring and summer months. Ultimately, the Parks Department requires an alternative funding source in order to hire FTEs for maintenance using their own funds because it is an unsustainable practice to rely on subsidies from other Public Works Operational Funds.

7.3 CAPITAL IMPROVEMENT FUNDS

For capital projects, there are two funds related to the Parks Department: the Capital Improvement Fund (See below) and the Community Enhancement Fund (See next page). These two funds were created in FY 11-12.

The Capital Improvement Fund includes accounts for the construction of all capital improvement projects such as streets, water, sewer and parks and covers the gambit of funding sources from loans, System Development Charges (SDC), and rate payers' pay-as-you-go projects. The Capital Improvement Fund for parks can be seen on the right with starting balance of \$30,000 with a projected SDC fee collection of \$20,000, for \$50,000 of total resources, set aside for a potential land purchase. A discussion of the City's methodology for park SDC collection begins on page 129.

Capital Improvements Fund – Line Item Budget								
SDC Parks								
Fd	Dpt	Acct	Actual 2011-12	Actual 2012-13	Adopted 2013-14	Proposed 2014-15	Approved 2014-15	Adopted 2014-15
Parks Projects - SDC								
<u>Resources</u>								
010	300	301000		-	-	30,000		
010	300	392000	41,186	-	-	-		
010	300	365000	6,810	-	8,000	20,000		
Total Resources			47,996	-	8,000	50,000	-	-
<u>Uses</u>								
010	300	583000				50,000		
010	300	692000						
010	300	596000						
Total Uses								
010	300	Ending fund balance	-	-	-	-	-	-

Top: Capital Improvements Fund - Park Project SDCs
Source: City of St. Helens Proposed City Budget FY 14-15

The Community Enhancement Fund accounts for reserves that have been set aside for Library, Parks, Police and the Arts and Cultural Commission. Over the years the City sold and traded properties that resulted in one-time revenues. City Council designated that these one-time revenue sources be utilized for one-time park acquisitions and/or improvements. The Community Enhancement Fund for parks is seen on the bottom right with a starting balance of \$79,805, all of which is set aside for a potential land purchase.

Funding strategies for how to increase the revenues for park and trail capital improvement projects are discussed throughout the rest of the chapter.

Community Enhancement Fund – Line Item Budget								
Fd	Dpt	Acct	Actual 2011-12	Actual 2012-13	Adopted 2013-14	Proposed 2014-15	Approved 2014-15	Adopted 2014-15
Parks Property Reserve								
Resources								
009	204	301000		78,605	80,605	79,805		
009	204	392000	90,048	-				
009	204	334400	-	1,200	12,860	-		
009	204	335100	-	-				
Total Resources			90,048	79,805	93,465	79,805	-	-
Uses								
009	204	652400	11,442	-	-			
009	204	652401	-	-	-			
009	204	652405	-	-	14,860	-		
009	204	652406	-	-	-	79,800		
009	204	596000	-	-	78,000	-		
Total Uses			11,442	-	92,860	79,800	-	-
Ending fund balance			78,605	79,805	605	5	-	-

Community Enhancement Fund - Parks Property Reserve
Source: City of St. Helens Proposed City Budget FY 14-15

7.4 FUNDING STRATEGIES INTRODUCTION

Funding sources can be broadly divided into two categories: those that can be used for operations and maintenance and those that can be used for capital improvement projects. It is often more difficult to secure funding for the maintenance and operations of the Parks Department. However, some funding sources are flexible in that they can be used for both ongoing maintenance and capital improvement projects.

The following section includes a detailed description of the various funding sources that the City of St. Helens can utilize in order to implement the park and trail projects recommended in Chapter 6 and 8. It is rare when a single funding source alone covers the cost of a capital improvement project. More often, funding sources are used in combination to cover the cost of new development. For example, most state and federal grant programs require a certain percentage of matching funds.

The following sources can be used for operations and maintenance as well as capital projects: general funds, local option levy, various park fees and charges, and some state grant programs. The following funding sources can only be used for capital projects: system development charges (SDCs), donations, general obligation bonds, most federal, state and private grant programs, and land trusts.

7.41 LOCAL TAX OPTIONS

The City of St. Helens can pursue many various local taxing options for parks funding including: bonds, local option levies, SDCs, and various park user/utility fees. Some taxing options can only fund capital improvement projects, while others are more flexible and can fund ongoing maintenance and operation costs. Because of the slow decrease in the General Fund for the Parks Department over the past decade (discussed further in section 7.1), it is recommended that the City analyze these various local tax options to determine which combination of taxing strategies would work best to increase the funding level of the Parks Department for ongoing maintenance and for the capital improvement projects recommended in this Plan.

7.411 BONDS

To issue long-term debt instruments, a municipality obtains legal authorization from either the voters or its legislative body to borrow money from a qualified lender. Issuing debt is justified based on several factors:

- Borrowing distributes costs and payments for a project or improvement to those who will benefit from it over its useful life, rather than requiring today's taxpayers or ratepayers to pay for a future use
- During times of inflation, debt allows future repayment of borrowed money in cheaper dollars
- Borrowing may improve a municipality's liquidity to purchase needed equipment or for project construction and improvements. Debt issuance also does not exhaust current cash-on-hand, allowing such general fund revenues to be used for operating expenses
- Interest rates rise as the maturity term of a bond increases, as borrows have to compensate investors for locking up their resources for a longer period of time

Oregon Law requires that all Unlimited-Tax General Obligation (G.O.) bonds to be authorized by a vote of the people. *The Oregon Bond Manual - 4th Edition* recommends hiring a bond counsel prior to the bond election to ensure that all requirements are met. The Bond Manual also notes that approval of G.O. bonds require considerable time and effort. Some examples of methods for gaining public support include: attitude polls, forming a bond issue citizens' committee, holding public meetings, leaflets, and door-to-door canvassing. Note that under Oregon law, no public resources may be used to advocate a pro or con position regarding a ballot measure. Accordingly, any materials printed must be purely explanatory in nature.

A fundamental rule associated with issuing long-term debt instruments is not to issue them for a maturity longer than the project's useful life. People should not be paying for a major park or recreation facility after it is no longer in use. Working with the community is a key aspect of a successful bond measure, as the City will be asking residents to pay for a park or trail acquisition/project. The key benefit of a bond measure is the City can generate a substantial amount of capital for a major park or trail project that will serve the community far into the future.

Revenue bonds are a special type of municipal bond distinguished by their guarantee of repayment solely from revenues generated by a specified revenue-generating entity associated with the purpose of the bonds, rather than from a tax. Unlike G.O. bonds, only the revenues specified in the legal contract between the bond holder and bond issuer are required to be used for repayment of the principal and interest of the bonds. Because the pledge of security

is not as great as that of G.O. bonds, revenue bonds may carry a slightly higher interest rate than G.O. bonds. Revenue bonds can only be used to construct or expand a revenue-generating park or recreation project, because it is the revenues that pay back the debt owed. Revenue bonds are a popular financing mechanism for high use specialty facilities like golf courses, ice rinks, fitness facilities, and athletic complexes.

7.412 LOCAL OPTION LEVY

A local option levy for capital improvements provides for a separate property tax levy outside the City's permanent rate limit, subject to the \$10 combined rate limit imposed under Measure #5. This levy may be used to fund a capital project or a group of projects over a specified period of time, up to ten years. Revenues from these levies may be used to secure bonds for projects, or to complete one or more projects on a "pay as you go" basis.

Local option levies require voter approval and are subject to the double majority requirement of Measure 50, which means that greater than 50% of registered voters must participate and greater than 50% of voters must approve the local option levy. Local option levies are not considered to be a good alternative to the use of general obligation bonds for large projects or groups of projects. Property tax levies can be used for land acquisition and capital improvements, but they are more frequently used for facility operations and maintenance.

The advantages of levies include reduced interest, increased flexibility, enhanced debt capacity, improved borrowing terms, and increased fiscal responsibility. The major disadvantages of the approach are insufficient funding, intergenerational inequity (for example, long term facilities are paid for disproportionately by current users), inconsistency of funding requirements, and use of accumulated reserves.

7.413 SYSTEM DEVELOPMENT CHARGES (SDCs)

A system development charge is a one-time fee imposed on new development to equitably cover the cost of facility capacity needed to serve new customers. The purpose of the SDC is to impose a portion of the costs of capital improvements for water, wastewater drainage, streets, flood control, and parks upon the developments and redevelopment that create the need for or increase the demand on the specific capital improvement for which the SDC is being enacted.

Oregon Revised Statute (ORS) 223.297 - 223.314 defines SDCs and specifies how they shall be calculated, applied, and accounted for. By statute, a SDC is the sum of two components:

- Reimbursement Fee: Designed to recover the costs associated with capital improvements *already constructed or under construction*
- Improvement Fee: Designed to recover the costs associated with capital improvements *to be constructed in the future*

The reimbursement fee methodology must be based on “the value of unused capacity available to future system users or the cost of the existing facilities” and must further account for prior contributions by existing users and gifted or grant-funded facilities. Reimbursement fee proceeds may be spent on any capital improvements related to the system which the SDC was applied (water SDCs may be spent on water improvements, sewer SDCs may be spent on sewer improvements, etc.)

The improvement fee methodology must include only the cost of project capital improvements or portions of improvements needed to increase system capacity for future uses. In other words, the cost(s) of the planning projects or portions of projects that correct existing deficiencies, or do not otherwise increase capacity for future users, may not be included in the improvement fee calculation. SDCs utilized for parks and recreation facilities are generally improvement fee SDCs.

Currently, revenues generated by the improvement fee park SDCs can only be used for capital improvements identified in the required Capital Improvement Plan. For St. Helens, the *Report for Water, Wastewater, Stormwater, Transportation, and Parks System Development Charges* was completed in April 2008. City Council adopted the recommended park SDC rates from this report (See table above) and any SDCs can only be used on the capital improvement projects identified in this study. **It is recommended that City Council update the Capital Improvement Plan to be sure that future park SDCs can be used for the capital improvement projects identified in Chapter 8 of this Plan.**

Development	Housing Density	SDC
Single-Family Residential	2.6	\$ 1,362
Multi-Family Residential Unit	2.1	\$ 1,100
Mobile Homes	2.1	\$ 1,100

Source: Water, Wastewater, Stormwater, Transportation, and Parks System Development Charge Study (2008)

The Water, Wastewater, Stormwater, Transportation, and Parks System Development Charges Study (2008) also looked at whether or not it was appropriate to impose the parks SDC on not just residential development, but commercial too. The study recommended to “calculate a commercial parks SDC as warranted by the next parks plan. Planning standards should indicate some level of parks facilities needed to support commercial users.” Many local communities impose a commercial development SDC based on number of parking spaces or number of employees. Employee numbers are estimated based on number of square feet per employee and standardized by business type. The City of St. Helens may want to consider imposing a commercial SDC during an upcoming park SDC methodology update. Implementing a commercial system development charge does not increase the total revenue generated, but apportions a small share of growth-related park development costs to new commercial development, to cover park use by non-resident employees, resulting in a lower residential park SDC. The table to the left compares St. Helens’ park SDCs to surrounding communities. Notice that a number of communities even have park SDCs for accessory dwelling units, group housing, motel/hotels, in addition to commercial development. **City Council should consider expanding the park SDCs beyond residential development because of the costs associated with the park capital improvements needs identified in Chapter 8. SDCs play a very important role in leveraging capital improvement funds for state and federal grants, and greater leveraging capability means greater grant opportunities.**

SYSTEM DEVELOPMENT CHARGE (SDC) COMPARISON

City	Single Family	Multi Family	Manufact. Home	Accessory Dwelling Unit	Group Housing ^A	Motel /Hotel	Commercial ^B
St. Helens	\$1,362	\$1,100	\$1,100	-	-	-	-
Keizer	\$1,630	\$1,591	-	-	\$705	-	-
Willamalane ^C	\$2,499	\$1,839	-	-	-	-	-
Medford	\$3,433	\$2,533	\$2,273	\$1,716	\$2,533	-	\$85
Hillsboro	\$3,910	-	-	-	-	-	\$741
Eugene	\$4,679	\$2,960	-	\$3,793	-	\$3,421	\$337- 2,286
Canby	\$4,725	\$3,869	\$3,847				\$129
Corvallis	\$4,993	\$3,701	-	-	\$1,958 ^D	-	-
Bend	\$5,050	\$4,712	-	-	-	\$2,030	-
Beaverton	\$5,299	\$3,963	-	-	-	-	\$137
Tigard	\$5,696	\$4,552	\$3,451	-	-	-	\$394
Portland ^E	\$7,752-8,086	\$5,081-5,201	\$7,219-7,871	\$4,224-4,557	-	-	\$49-1076
West Linn	\$9,245	\$6,537	-	-	-	-	-

^A Includes assisted living and dormitories
^B Per employee or per Thousand Gross Square Feet (TGSF) depending on business type
^C Rates reduced by \$1,000 per unit April - Dec 2012 to spur growth, up to 40 units receiving the discount
^D Rate per occupant
^E Rates vary by area within the city

7.414 USER FEES AND FACILITY CHARGES

User fees and facility charges generate revenue for parks and recreation by charging users for some or all of the costs of providing services. The amount of such fees is balanced against the fiscal need versus program affordability and accessibility. Park and recreation user fees include park entrance fees, park reservation fees, recreation and aquatic center fees or memberships, boat launch and marina fees, tennis and golf fees, and the sale of goods. Park user fees generally increase as the quality and number of amenities increase.

St. Helens currently uses park use reservation fees for nine different areas, the most popular being the Columbia View Park Gazebo and the McCormick Park Pavilion (\$30/half day, \$40/full day). Additional use fees include athletic field use with (\$10/day) or without lights (\$5/day), parade/walk/run (\$25), engaging in commercial activity (\$25), use of electrical connections (\$20), etc. See the park use fee schedule to the right for all other park user fees.

Half day = 4 hours/Full day = 5+ hours Fee Schedule <i>As per Resolution Nos. 1329, 1346 and 1421</i>		
Fee type	Check all that apply	# of days
Park Use/Reservation	<input type="checkbox"/> \$20 per half day	
McCormick Park areas *2, 3, 4, & soccer field Campbell Park areas 1, 2 • Godfrey Park	<input type="checkbox"/> \$35 per full day	
Columbia View Park Gazebo/Amphitheater	<input type="checkbox"/> \$30 per half day	
*McCormick Park Veterans Pavilion (area 1) Includes electrical connection	<input type="checkbox"/> \$40 per full day	
Athletic Fields <i>Not more than 2 weeks use</i>	<input type="checkbox"/> \$5 per day x _____ fields x _____ days	
ADDITIONAL FEES	Use of field lights	<input type="checkbox"/> \$5 per day x _____ fields x _____ days
	Public assembly	<input type="checkbox"/> \$25
	Parade/Run/Walk	<input type="checkbox"/> \$25
	Engage in commercial activity	<input type="checkbox"/> \$25
	Amplify sound	<input type="checkbox"/> \$25
	Use during hours of closure	<input type="checkbox"/> \$25
	Use of special use area	<input type="checkbox"/> \$25
	Use of electrical connections	<input type="checkbox"/> \$20 per day

Source: St. Helens Park Use Permit Application

St. Helens also collects a \$10/night camping fee for the ten tent campsites in McCormick Park. Unlike McCormick Park, fees are not collected for camping on Sand Island. A goal established by the Parks Commission during the Annual Report to Council for FY 14-15 included officially designating the Sand Island campsites so there would be more leverage to collect a nightly fee for camping. Since user fees generally increase as the quality and number of amenities increase, the timing for officially designating Sand Island campsites and implementing fee collection is ideal, as the installation of two brand new restrooms is planned for summer 2014.

User fees generally do not generate sufficient revenue to cover operation and maintenance costs and usually are intended to supplement general revenues, although golf course and tennis user fees often generate enough revenue to support other park operations. For instance, the Glendoveer Golf Course operated by Metro contributes more than \$700,000 a year in positive cash flow that is used to offset the operating costs of parks in Metro. Portland, Lake Oswego, and Clackamas County also operate golf courses and/or tennis facilities that generate positive cash flows. **Although user fees represent a small amount of total revenue for the St. Helens Parks Department, reviewing the established user fees regularly to confirm they are competitive with similar communities is very important in ensuring that the Parks Department is recouping as much of the maintenance and operations cost as other communities are.**

7.415 UTILITY FEE

Utility fees are fees charged to residents on a recurring basis via utility billing. The fee usually takes the form of a small lump sum added to a utility bill and is one method of generating funds for long-term maintenance and upkeep of facilities. The most common utility fees are for storm water, sewer, or streets. If this form of revenue were enacted by City Council, this monthly fee would provide the Parks Department a stable stream of funding for the needed ongoing maintenance and operations costs. A benefit of the utility fee method of funding is its flexibility. Local jurisdictions can increase the fee to reflect increased costs of providing park facilities and revenue will grow as the population (and subsequent demand for parks) grows. A few examples of jurisdictions who have implemented a parks utility fee to help pay for ongoing park maintenance include:

Medford, OR: *Parks Utility Fee. \$0.31 per residential dwelling unit, business unit or tenant space per month (Adopted June 2005).*

West Linn, OR: *Parks Maintenance Fee. \$11.80 per residential utility customer per month (Updated Sept 2013).*

Gresham, OR: *The Police, Fire and Parks Fee. \$7.50 per single-family households, multifamily property owners and businesses per month. 95% of the fee proceeds are used to for Public Safety services. **The remaining 5%, or \$0.375, goes toward Parks** (Adopted 2012).*

Talent, OR: *Parks Utility Fee for Operation and Maintenance. \$1.00 per residential unit and non-residential unit with an employee component on existing developed properties per month (Adopted January 2006).*

It is recommended that the City analyze the potential outcomes of enacting a parks utility fee to help fund the ongoing maintenance and operations of the park system. With a stable stream of funding for parks maintenance and operations costs, the cost of park maintenance can be separated from the Public Works Operations Division so that the Public Works Street, Water and Sewer Funds will remain a sustainable source of capital for their own needed improvements.

7.42 GRANTS

Grants are a great funding strategy in order to supplement park acquisition and development funds. Many grant organizations fund park acquisition and improvements, but few provide funds for ongoing maintenance. Three factors make grants a challenging funding strategy. (1) Most grant organizations have a lengthy process that will require significant staff time and effort. (2) Grants usually have very specific guidelines and only fund projects that specifically address their overall goals. Grant agencies look for collaborative projects that foster partnerships between agencies, organizations, and the City. (3) Grants are usually highly competitive. For these reasons, grants should not be considered a sustainable, long-term funding source.

Grants come in many different forms and from many different sources, including federal, state, and private. Listed below are a few of the various grant opportunities that may be a good fit for the capital projects outlined in Chapter 8, the Capital Improvement Plan. Since grant programs change year to year, this list does not capture every single grant opportunity available. Similarly, grant program guidelines and project specifications may also change as availability of funding changes. Overall, this list is meant to act as a starting point for grant opportunity research.

FEDERAL

U.S. Department of Transportation (USDOT) Congestion Mitigation and Air Quality (CMAQ) Funds: (CMAQ) was created under the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991, and reauthorized under the Transportation Equity Act for the 21st Century (TEA-21), the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), and, most recently, the Moving Ahead for Progress in the 21st Century Act (MAP-21). Through FY 2012, the CMAQ program has supported nearly 28,000 transportation projects across the country, accounting for nearly \$30 billion in transportation investments since its inception in 1992. The CMAQ program supports two important goals USDOT: improving air quality and relieving congestion. Eligible bicycle and pedestrian projects include:

- Bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips
- Non-construction outreach related to safe bicycle use
- Establishing and funding state bicycle/pedestrian coordinator positions for promoting and facilitating non-motorized transportation modes through public education, safety programs, etc. (Limited to one full-time position per State)

For more information, see: http://www.fhwa.dot.gov/environment/air_quality/cmaq/

USDOT Transportation Alternatives Program (TAP): The Moving Ahead for Progress in the 21st Century Act (MAP-21), which was signed into law in July 2012, funded surface transportation programs at over \$105 billion for fiscal years 2013 and 2014. MAP-21 created a new formula program called Transportation Alternatives (TA), which includes many activities previously funded under Transportation Enhancements (TE), Recreational Trails, and Safe Routes to Schools under the previous authorization bill—SAFETEA-LU. The TAP provides funding for programs and projects defined as transportation alternatives, including:

- On- and off-road pedestrian and bicycle facilities
- Infrastructure projects for improving non-driver access to public transportation and enhanced mobility
- Community improvement activities, and environmental mitigation
- Recreational trail program projects
- Safe routes to school projects
- Projects for planning, designing, or constructing boulevards largely in the right-of-way of former interstate system routes or other divided highways

For more information, see: <http://www.fhwa.dot.gov/map21/guidance/quidetap.cfm>

The Rails-to-Trails Conservancy hosts an informational TAP site in conjunction with the FHWA: <http://trade.railstotrails.org/index>

Center for Disease Control (CDC) Community Transformation Grants (CTG): CTG is funded by the Affordable Care Act's Prevention and Public Health Fund. CTG is working to create healthier communities by making healthy living easier and more affordable where people work, live, learn, and play. Awardees are improving health and wellness with strategies that focus on areas such as tobacco-free living, active living and healthy eating, clinical and community preventive services to prevent and control high blood pressure and high cholesterol. Awardees may also focus on disease prevention and health promotion, including social and emotional wellness (i.e., facilitating the early identification of mental health needs and access to quality services) and healthy and safe physical environments. Examples of community interventions include:

- Increasing access to physical activity through quality physical education instruction in schools
- Increasing access to healthy foods by supporting local farmers and developing neighborhood grocery stores
- Protecting people from secondhand smoke exposure
- Promoting improvements in sidewalks and street lighting to make it safe and easy for people to walk and ride bikes

For more information, see: <http://www.cdc.gov/nccdphp/dch/programs/communitytransformation/index.htm>

U.S. Fish and Wildlife North American Wetlands Conservation Act Grant Program: The North American Wetlands Conservation Act of 1989 provides matching grants to organizations and individuals who have developed partnerships to carry out wetlands conservation projects in the United States, Canada, and Mexico for the benefit of wetlands-associated migratory birds and other wildlife. There is a **Standard Grants Program** and a **Small Grants Program**. Both are competitive grants programs and require that grant requests be matched by partner contributions at no less than a 1-to-1 ratio.

Standard Grants Program is a matching grants program that supports public-private partnerships carrying out projects in Canada, the United States, and Mexico. These projects must involve long-term protection, restoration, and/or enhancement of wetlands and associated uplands habitats.

Small Grants Program supports the same type of projects and adheres to the same selection criteria as the Standard Grants Program. However, project activities are usually smaller in scope and involve fewer project dollars. Grant requests may not exceed \$75,000, and funding priority is given to grantees or partners new to the Act's Grants Program.

For more information, see: <http://www.fws.gov/birdhabitat/Grants/NAWCA/index.shtm>

National Park Service Rivers, Trails, and Conservation Assistance Program: The National Park Service Rivers, Trails, and Conservation Assistance Program helps connect all Americans to their parks, trails, rivers, and other special places through technical assistance with a community-led national resource conservation and outdoor recreation initiative. National Park Service staff provide free, on-location facilitation and planning expertise for the following:

- Define project vision and goals
- Inventory and map community resources
- Identify and analyze key issues and opportunities
- Engage collaborative partners and stakeholders
- Design community outreach and participation strategies
- Develop concept plans for trails, parks, and natural areas
- Set priorities and build consensus
- Identify funding sources
- Develop a sustainable organizational framework to support the project

For more information on the technical assistance grants, see: <http://www.nps.gov/orgs/rtca/apply.htm>

STATE

Oregon Parks and Recreation Department (ORPD): ORPD currently administers five recreation grant programs and six heritage grant programs. The recreation grant programs are intended to help acquire, develop, rehabilitate, and maintain local parks. They also help advance the development of recreational trails and provide supplementary funding for hiking, biking, equestrian use and for all-terrain vehicle (ATV) recreational projects. Each recreational grant program utilizes the help of an Advisory Committee that reviews grant applications and then prioritizes them based upon particular evaluation criteria. The Advisory Committee then recommends proposed projects for funding to the Director who submits them to the Oregon Parks and Recreation Commission for their review and approval. Below is a brief overview of the grant programs ORPD administers related to parks and recreation:



Land and Water Conservation Fund (LWCF) assists city and county park and recreation departments, park and recreation districts, METRO, port districts, Indian tribes, and Oregon state agencies in acquisition of lands and waters or for the development of public outdoor recreation facilities that are consistent with the outdoor recreation goals and objectives contained in the Statewide Comprehensive Outdoor Recreation Plan (SCORP). LWCF provides funding assistance up to 50% of approved project costs.

Local Government Grant Program assists cities, counties, METRO, park and recreation districts and port districts with funding for the acquisition, development major rehabilitation of, and planning for park and recreation areas and facilities. Grants from cities and districts over 25,000 population and counties over 50,000 population will require a 50% local match; cities and districts with a population between 5,000 and 25,000, and counties with a population between 30,000 and 50,000 a 40% local match; and cities and districts under 5,000 population a 20% local match.

County Opportunity Grants Program provides funding for the acquisition, development, rehabilitation and planning for county park and recreation sites that provide, or will provide, overnight camping facilities including new or additions to existing parks. Grants from counties with a population of 30,000 and under will require a 25% local match and counties over 30,000 require a 50% match.

Recreational Trails Program (RTP) provides up to 80% federal funding assistance for land acquisition, development, restoration and rehabilitation of both motorized and non-motorized recreation trails (including water trails) to federal, state and local government agencies and not-for-profit organizations.

All-Terrain Vehicle Grants Program provides up to 80% reimbursement to public agencies, local government, private land managers who provide and maintain public OHV recreation, and registered non-profit OHV clubs land acquisition, planning, development, emergency medical and law enforcement, operation and maintenance, and safety education.

For more information on any of ORPD's grants, see: <http://cms.oregon.gov/OPRD/GRANTS/pages/index.aspx>

Oregon Marine Board: Funds for the Marine Board come from boat registration and titling fees, marine fuel tax, federal Clean Vessel Act and Boating Infrastructure paid by boaters. Because the Marine Board is funded from fees and taxes paid by owners of registered boats, projects that meet the needs of those boats are a high priority. The Oregon Marine Board currently administers six grant programs:

Facility Grant Program provides competitive grants to public agencies (local, state and a pass-through option to federal entities) for the acquisition, development, expansion, and rehabilitation of public boating facilities located on all waters of the state. Projects may be submitted by cities, counties, park and recreation districts, port districts and state agencies.



Small Grant Program is a non-competitive grant with the maximum project value not to exceed \$20,000 with the Marine Board's contribution up to \$10,000. The Program is for minor public boating facility improvements. Projects cannot be fragmented or phased to fit within the Program. A limited amount of funding is available each biennium for Small Grants.

Maintenance Assistance Program provides funding assistance to augment existing levels of routine maintenance at improved marine facilities throughout the state provided by eligible participants. Eligible participants are encouraged to use MAP funds to enhance their existing level of funding and to improve the quality of maintenance provided. Eligible facilities include boat ramps, boarding floats, restrooms, parking areas, access roads, transient tie-up floats, vessel waste collection and related facilities.

Boating Infrastructure Grant Program provides funding for the development and rehabilitation of transient tie-up facilities at public and private facilities used principally by non-trailer recreational boats. Facilities must provide way-point linkage to other transient tie-up facilities. Typically these facilities are located on major rivers and the coastline.

Clean Vessel Grant Program provides funding for new, replacement or upgrades to vessel waste collection facilities to include: pumpouts, potty dump stations, floating restrooms and directly related support structures, utilities or other improvements necessary for proper operation. Eligible participants include local and state government and any privately owned marina/moorage facility that have or will have the capability to provide an area available for a vessel waste collection system open and available for general public use.

Let's Go Boating Assistance Grant Program provides funds to local community organizations for creative and innovative local projects that promote safe boating. The funds will allow groups to address safety concerns on their local waterways. Past projects have included life jacket loaner kiosks, maps, and on-water youth boating safety training.

For more information, see: <http://www.oregon.gov/OSMB/BoatFac/Pages/index.aspx>

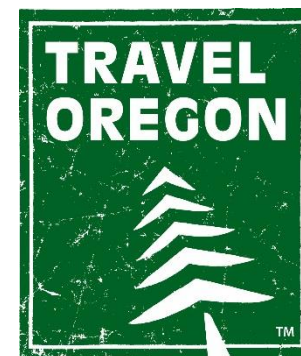
Oregon Department of Agriculture Weed Board Grant Program: It is a priority of the Oregon State Weed Board (OSWB) to fund projects that restore, enhance or protect fish and wildlife habitat, watershed function, and native salmonid or water quality. The implementation of a comprehensive watershed approach to integrated control of noxious weeds is the most effective strategy to minimize impacts and protect natural resources in Oregon from invasive noxious weeds. Grant applications are encouraged to be for on-the-ground weed control projects and must be OSWB listed noxious weeds. Applications may include research, survey, outreach or project design if required to complete the control portion of the project. However, the OSWB prefers the majority of the funds go toward the control element of the project. Project requirements are as follows:

- The project must be for the management of state listed noxious weeds.
- The project must demonstrate sound principles of integrated weed management to both protect and enhance watershed health.

- Projects will demonstrate specific site management objectives. Projects supported by or identified in Weed Management Plans, Site Assessments, Action Plans, Watershed Plans and Federal Management Plans are desired.
- Projects must have on-the-ground control as a focus, although projects may include research, survey, outreach, or project design.

For more information, see: <http://www.oregon.gov/ODA/PLANT/WEEDS/Pages/grantindex.aspx>

Travel Oregon Matching Grants Program: For the 14/15 cycle, the Travel Oregon Matching Grants Program has \$120,000 available for awards of \$2,500 - \$20,000 to applicants that contribute to the development and improvement of communities throughout Oregon by means of the enhancement, expansion, and promotion of the visitor industry. Partnerships with local, regional and statewide tourism organizations, economic development and/or government organizations and tourism-related businesses are looked upon favorably. Though it is not a requirement, ideally, your project will lead to an increase of room nights to local lodging facilities. Eligible projects range from tourism infrastructure development such as new trail development or implementation of a way-finding signage plan to implementing technology to capture visitor feedback to developing new tangible agri-tourism experiences. Program initiatives include:



- Maximize the economic return on public and private investments in Oregon
- Drive year-round destination-oriented travel from Oregon's key domestic and international markets by optimizing local opportunities
- Develop destination-based products that are in concert with Oregon's natural environment and support the stewardship of the state's resources
- Provide strategic industry professional development and training opportunities
- Realize strategic statewide integration of technology
- Preference will be given to projects focused on at least one of the three niches of Travel Oregon's development priorities: nature based outdoor recreation, cycling tourism, or culinary & agri-tourism development.

For more information, see: <http://industry.traveloregon.com/industry-resources/matching-grants-program/oregon-tourism-commission-matching-grants-program/>

Oregon Watershed Enhancement Board (OWEB) - OWEB administers various grants for watershed restoration, monitoring, watershed assessment and action planning, watershed council support, watershed outreach, land and water acquisition, and small grants. Grant applicants may be any person, tribe, watershed council, soil and water conservation district, not-for-profit institution, school, community college, state institution of higher education, independent not-for-profit institution of higher education, or political subdivision of this state that is not a state agency. All applicants must demonstrate at least a 25% match.

For more information, see: http://www.oregon.gov/OWEB/GRANTS/pages/grant_applications_main.aspx

PRIVATE

Oregon Community Foundation Grants: Community Grant Program awards about 220-240 grants each year, mostly to small- and moderate-size nonprofits. The average grant is \$20,000. Oregon Community Foundation (OCF) typically receives 300 to 350 proposals per grant cycle and funds 110 to 120 of these. OCF Community Grants related to parks and trails include projects that work towards the following objectives:

Health & Wellbeing of Vulnerable Populations (30 to 40 percent of grants)

- Improve community-based health and wellness, including oral and mental/behavioral health
- Address basic human needs, such as food, housing, and related services
- Improve the quality of life, safety and self-sufficiency of at-risk populations

Community Livability, Environment & Citizen Engagement (10 to 20 percent of grants)

- Promote leadership development, volunteerism, immigrant integration, and civic participation
- Support stewardship and appreciation of Oregon's outdoor spaces and scenic beauty
- Address social, economic and environmental challenges or opportunities by bringing together disparate stakeholders
- Preserve places essential to communities' civic and historic identities

For more information on the Community Foundation Grants, see: <https://www.oregoncf.org/grants-scholarships/grants/community-grants>

The OCF also has a **Nike Employee Grant Fund (NEGF)** which empowers a team of 10 to 12 Nike employees to serve on a committee that reviews funding proposals and develops recommendations. Grants are awarded in where Nike employees live, work and play: Clackamas, Columbia, Multnomah, Washington and Yamhill counties in Oregon, and Clark County in Washington. Grants are one-year awards totaling between \$5,000 and \$20,000 each, with the following focus:

- 80 percent of grant awards support organizations and projects that are creating a world where physical activity, play and sports are highly valued (about 40 grants per year).
- 20 percent of grant awards support organizations and projects that address community challenges through innovative community-based solutions (about 10 grants per year).

For more information about the NEGF, see: <https://www.oregoncf.org/grants-scholarships/grants/ocf-funds/nike>

The OCF also has an **Oregon Parks Foundation Fund (OPF)** which supports the acquisition, preservation and restoration of Oregon's native landscape, as well as environmental, recreational and educational improvements to public parks throughout the state of Oregon. OPF invites proposals for support from nonprofit organizations and public agencies at the community, district, county or regional level. Grants disbursed by the OPF Fund generally range from

\$1,500 to \$5,000. The OPF Fund does not make grants for recreational support facilities, such as fencing; swimming pool construction; ball field lighting; sewer and water systems; landscaping; or maintenance. Grants for annual operating budgets are also not favored. OPF will support the following types of expenses within the context of providing for natural park settings, and outdoor recreation and educational opportunities:

- Land protection and habitat restoration
- Community outdoor recreation enhancement
- Environmental education programs
- Administrative expenses
- Publications
- Internships

For more information about OPF's grant, see: <https://www.oregoncf.org/grants-scholarships/grants/ocf-funds/oregon-parks-foundation>

The Collins Foundation: The Foundation exists to improve, enrich, and give greater expression to humanitarian endeavors in the state of Oregon and to assist in improving the quality of life in the state. As a general-purpose, responsive grant maker, the Foundation serves people in urban and rural communities across Oregon through its grants to nonprofit organizations working for the common good. The Foundation's broad areas of interest include arts & humanities, children & youth, community welfare, education, environment, health & science, and religion.

For more information, see: <http://www.collinsfoundation.org/>

PeopleForBikes Community Grants: The PeopleForBikes Community Grant Program supports bicycle infrastructure projects and targeted advocacy initiatives that make it easier and safer for people of all ages and abilities to ride. PeopleForBikes accepts grant applications from non-profit organizations with a focus on bicycling, active transportation, or community development, from city or county agencies or departments, and from state or federal agencies working locally. PeopleForBikes only funds projects in the United States. Requests must support a specific project or program, not for ongoing maintenance costs. PeopleForBikes focuses most grant funds on bicycle infrastructure projects such as:

- Bike paths, lanes, trails, and bridges
- Mountain bike facilities
- Bike parks and pump tracks
- BMX facilities
- End-of-trip facilities such as bike racks, bike parking, and bike storage

They also fund some advocacy projects, such as:

- Programs that transform city streets, such as Ciclovías or Open Streets Days

- Initiatives designed to increase ridership or the investment in bicycle infrastructure

For more information, see: <http://www.peopleforbikes.org/pages/grant-guidelines>

Charlotte Martine Foundation Grants: The Charlotte Martin Foundation is a private, independent foundation dedicated to enriching the lives of youth in the areas of athletics, culture, and education and also to preserving and protecting wildlife and habitat. The Charlotte Martin Foundation focuses grant making in two areas and in support of the following goals:

- Youth: To ensure opportunities for all youth, particularly the underserved and economically disadvantaged, to develop their skills in education, creative and cultural expression and athletics in ways that ultimately promote their habits of lifelong learning and their ability to make strong and lasting contributions to their respective communities.
- Wildlife & Habitat: To protect and restore vital ecosystems and their resident wildlife for the long-term with the aim of preserving biodiversity in the region.

For more information, see: <http://www.charlottesmartin.org/programs.htm>

KaBOOM! Community-Built Playground Grants: The Build It with KaBOOM! Playground Grant provides eligible communities with the majority of funds, tools and resources they need to build a custom-made playground – all in one day. Selected groups, referred to as Community Partners, work closely with a KaBOOM! Project Manager who will lead Design Day and Build Day activities as well as coordinate the equipment and material purchases for the project. Community members will take the lead in recruiting volunteers, securing food and tool donations and completing any necessary site preparation. Ideal Community Partner candidates:

- Serve children from low-income or disadvantaged backgrounds
- Provide land for the playground (at least a 50-foot by 50-foot space is ideal)
- Recruit 15 parent, community and staff volunteers to participate in planning committees
- Recruit 100 to 150 parents and community volunteers to help build the playground in one day
- Are able to raise and contribute \$8,500 to \$10,000 cash towards the cost of equipment

For more information, see: http://kaboom.org/build_playground/build_it_kaboom_playground_grant

Major League Baseball (MLB) Baseball Tomorrow Fund: The Baseball Tomorrow Fund (BTF) is a joint initiative between Major League Baseball (MLB) and the Major League Baseball Players Association (MLBPA). The Baseball Tomorrow Fund (BTF) awards grants to non-profit and tax-exempt organizations involved in the operation of youth baseball and/or softball programs and facilities. Organizations operating in the U.S. and international locations are eligible to apply. Approximately 400 requests are received annually; approximately 10 percent are awarded grants on a quarterly basis.

- Grants are intended to provide funding for incremental programming and facilities for youth baseball and softball programs, not for normal operating expenses or as a substitute for existing funding or fundraising activities.
- The funds may be used to finance a new program, expand or improve an existing program, undertake a new collaborative effort, or obtain facilities or equipment necessary for youth baseball or softball programs.
- Grants are designed to be flexible to enable applicants to address needs unique to their communities.

For more information, see: http://web.mlbcommunity.org/programs/baseball_tomorrow_fund.jsp?content=overview

Meyer Memorial Trust Responsive Grants: Meyer Memorial Trust responsive grants are awarded for a wide array of activities in the areas of human services, health, affordable housing, community development, conservation and environment, public affairs, arts and culture and education. Responsive Grants are often substantial and multi-year; therefore, proposals should be strategic and reflect an organization's top priority at the time. MMT is known for extensive due diligence performed during the grant review process. Responsive grants help to support the following:

- Projects – Awards generally up to \$300,000 for large-scale, multi-year projects (generally two to three years) as appropriate for request, and generally with declining annual amounts.
- Innovation – Continued high interest in supporting innovation, community and economic advancements; responding to the needs and realities of the current economic environment; strengthening internal operations; and developing solutions for organizational financial sustainability.
- Core Support – Awards generally up to \$100,000 over two years, with amounts right-sized to the organization's reach and operating budget. Up to \$150,000 may be considered for larger organizations presenting especially compelling cases. Requests from prior core support grantees for subsequent core support will be considered.
- Large Capital Projects – Awards generally will be in the range of \$300,000 to \$400,000; up to \$500,000 will be considered for critical projects in which a more sizable award would be particularly meaningful.

For more information, see: <http://www.mmt.org/what-we-look-for>

Nutro Corporation Room to Run Dog Appreciation Project: The Room-to-Run Project is the The Nutro Company's community program designed to enhance public, nonprofit dog parks serving local communities in the U.S. Dog parks run by the township, government or a nonprofit charity are eligible for grant support. Thirty grants at \$2,000 each will be awarded on a rolling basis based on dog park need, as documented by applicant. Criteria include:

- Demonstrate the enhancement needs of the dog park and the resulting benefit to community (via explanation in application and photos).
- Confirm dog park officials are willing to make park enhancements and that they can be executed in a six-month time period (weather permitting).
- Applicant and/or recipient dog park will provide photo updates of dog park enhancements.
- Recipient dog park is willing to place a sign provided by The Nutro Company in the park for at least one year, commemorating the grant.

For more information, see: <https://www.easymatch.com/NutroRoomToRun/applications/Agency>

SOLVE Project Oregon: SOLVE's Project Oregon helps individuals, groups, students, and teachers organize volunteer projects throughout Oregon that engage volunteers in restoration and cleanup efforts. Projects begin with your vision and take place in your community. SOLVE provides active staff assistance, help with planning, organizing, recruiting volunteers and recognition. SOLVE provides free litter bags, promotional stickers, signage for projects, vinyl gloves, safety vests, first aid kits and hazardous waste containers. When available, SOLVE provides small grants (up to \$100) for on-the-ground project expenses such as disposal fees, supplies, equipment rental, work gloves, plants and planting supplies and recycling and trash receptacles.

For more information, see: <http://www.solv.org/our-programs/project-oregon>

Ford Family Foundation Public Convening Spaces: Ford Family Foundation awards grants of \$50K - \$100K to Rural communities with less than 30,000 in population not adjacent to or part of an urban or metropolitan area. There's an emphasis on those areas with high rates of abuse and low access to services. Projects must encourage civic participation and collaboration through the development of places that bring the community together, have substantial and broad multi uses, are open to the public, and serve multiple populations. Eligible projects include:

- Convening aspects of libraries, community and resource centers, amphitheaters, fairgrounds, arenas, pavilions, and auditoriums
- Both indoor and outdoor spaces that do not duplicate an existing space for similar purposes
- Renovations or new construction

For more information, see: <http://www.tfff.org/Grants/PublicConveningSpaces/tabid/194/Default.aspx>

7.43 OTHER FUNDING OPTIONS

There are a few other funding strategies that don't involve local taxing strategies or applying for grants. Partnering with federal, state, and local agencies, involving land trusts, and incorporating public and private donations are all other funding strategies for implementing park and trail projects.

7.431 PARTNERSHIPS

Partnerships with federal, state, and local agencies, and not-for-profit groups play an important role in the acquisition and development of park and recreation facilities. Partnerships can also provide one-time or ongoing maintenance support. The specific partnering process used depends on who is involved. Potential partner include federal agencies like the U.S. Fish and Wildlife Service, especially for land acquisition with habitat protection potential, state agencies like the Department of State Lands, and local organizations. Developing projects by involving partners requires considerable time and energy from both parties. Although partnerships may not yield monetary benefits, there are other important benefits including:

- Efficiencies involving the removal of service duplication or use of complementary assets to deliver services
- Enhanced stability because future service is more probable when multiple parties make a commitment to it
- Ability to pursue projects that the City may not have the resources otherwise
- Identification of opportunities through partner organization

Listed below are potential federal, state, and local partnerships the City may be able to pursue in order to implement larger parks and recreation projects.

FEDERAL

The **Bureau of Land Management (BLM)** manages a wide variety of public land uses in Oregon. Public land uses include land for wildlife, recreation, timber harvest, livestock grazing, mineral resource extraction, and others. The BLM offers grants and cooperative agreements for land acquisition related to public and recreational purposes.

For more information, see: <http://www.blm.gov/or/procurement/agreements.php>

The **U.S. Fish and Wildlife Service (USFWS)** provides assistance through the **Partners for Fish and Wildlife Program**. Since 1987, the program promotes conservation and habitat protection by offering technical and financial assistance to land-owners (not state or federally owned) to voluntarily restore wetlands and other fish and wildlife habitats on their land. The Partners Program can assist with projects in all habitat types which conserve or restore native vegetation, hydrology, and soils associated with imperiled ecosystems such as longleaf pine, bottomland hardwoods, tropical forests, native prairies, marshes, rivers and streams, or otherwise provide an important habitat requisite for a rare, declining or protected species. Locally-based field biologists work one-on-one with private landowners and other partners to plan, implement, and monitor their projects. Partners Program field staff help landowners find other sources of funding and help them through the permitting process, as necessary. This level of personal attention and follow-through is a significant strength of the Program that has led to national recognition and wide support.

For more information, see: <http://www.fws.gov/partners/>

The **Conservation Fund** partners with governments, business, and community members to fulfill top notch conservation priorities. They have provided over 200 loans to land trusts to finance projects in more than 30 states. The Conservation Fund specializes supplying the capital and resources needed to protect lands and waters, provide a full suite of resources key to successful conservation today, and support small business and sustainable forestry efforts with economic, environmental and social returns.

For more information, see: <http://www.conservationfund.org/>

STATE

Oregon Department of State Lands (DSL) grants **easements** for the use of state-owned land managed by the agency. Uses of state-owned land that may be subject to an easement include, but are not limited to:

- Gas, electric and communication lines (including fiber optic cables)
- Water supply pipelines for other than domestic or irrigation purposes, ditches, canal, and flumes
- Sewer, storm and cooling water lines
- Bridges, skylines and logging lines
- Roads and **trails**
- Railroad and light rail track

For more information, see: <http://www.oregon.gov/dsl/LW/Pages/easements.aspx>

Oregon Department of State Lands (DSL) also has a **Wetlands Program** where DSL and DLCD staff work directly with local governments, private consultants and citizens on wetland planning tasks. Local governments must include protection for "significant" wetlands as required by statewide land use planning Goals 5 (Natural Resources), 16 (Estuaries) and 17 (Coastal Shorelands). The Department provides both technical and planning assistance to local governments for wetland inventories and planning. Elements of the program include wetland inventory, identification, delineation, and function assessments as well as wetland mitigation, public information, and education.

For more information, see: <http://www.oregon.gov/dsl/WETLAND/Pages/wetlandplan.aspx>

Oregon Youth Conservation Corps (OYCC) provides funding, training and resources to youth serving agencies across Oregon through 4 different programs:

- **Summer Conservation Corps (SCC)** is OYCC's largest state funded program, with the goal of having a local program in each of Oregon's 36 counties. The OYCC provides funding for work youth crews throughout Oregon to complete projects such as trail construction and maintenance, landscaping, planting, wetlands/bank/stream restoration, invasive species (weed) removal, construction, gardening and greenhouse projects. Crews typically consist of five youth and run for six to eight weeks.
- **Oregon State Marine Board** provides funding to OYCC for grants during the summer, which is to be used for projects that enhance motorized public boating related areas. Projects include dock/ramp maintenance and repair, invasive species removal, parking lot maintenance, signage improvement, etc.
- **Community Stewardship Corps (CSC)** is comprised of innovative, community-focused alternative education programs. OYCC partners with alternative education programs statewide. Youth gain valuable education, employment and leadership skills while learning work ethic and environmental knowledge through integrated classroom and field-based learning projects. Crew activities include natural resource projects such

as: trail construction and maintenance, invasive species and noxious weed removal, riparian and wetlands restoration, construction and cultivation of native plant stock. Students also participate in projects such as GIS and GPS mapping and surveying, water/soil sampling and monitoring. Other community-based activities include volunteering in programs such as SMART (Start Making a Reader Today), Meals on Wheels, providing firewood for the elderly, SOLVE (Stop Oregon Litter and Vandalism), local food banks, community gardens, recycling and renovation projects.

- **Youth River Stewards Program** is a collaborative effort between OYCC and Oregon Parks and Recreation Department. It introduces Community Stewardship Corps students to the needs of Oregon’s rivers with three-day/two-night canoe trips on the Willamette River. The goal of the program is to provide insight and education and to instill a sense of ownership and a lifetime commitment to Oregon’s rivers. Program participants also gain exposure to natural resource career opportunities.

For more information, see: <http://www.oystweb.com/>

LOCAL

There are a number of public, private, and non-profit organizations that may be willing to fund, volunteer, or partner with the City to provide additional parks and recreation facilities and services. This method may be a great way to build cooperation and communication among public and private partners within St. Helens. A list of potential partners, aside from utility districts, the school district, and the fire department include:

- | | |
|--|---|
| – The Port of St. Helens | – The Benevolent & Protective Order of Elks (St. Helens Elks Lodge) |
| – Columbia County, OR | – The Rotary Club of Columbia County |
| – The Public Health Foundation of Columbia County | – The St. Helens Lions Club |
| – The Greater St. Helens Parks and Recreation District (Eisenschmidt Pool) | – The Oregon Moose Association (St. Helens Moose Lodge) |
| – Scappoose Bay Watershed Council | – Columbia Drainage Vector Control District (Dalton Lake) |
| – St. Helens Economic Development Corporation (SHEDCO) | – The St. Helens Sports Booster Club |
| – The South Columbia County Chamber of Commerce | – The St. Helens Road Runners Club |
| – The St. Helens Garden Club | – St. Helens church groups |
| – The St. Helens Kiwanis Club | – Boy Scouts and Girl Scouts |
| – The St. Helens Kiwanis Daybreakers Club | – 4H |
| – Columbia County Soil & Water Conservation District | – St. Helens Girls Softball |
| – “Friends of” Groups | |

7.432 LAND TRUSTS

Land trusts use many tools to help landowners protect their land's natural or historic qualities. Land held in land trusts may provide open space for aesthetic, visual, or recreation purposes. Tools used by land trusts include: conservation easements (which allow land to be protected, while a landowner still maintains ownership), outright land acquisition by gift or will, purchases at reduced costs (bargain sales), and land and/or property exchanges.

The **Trust for Public Land** creates parks and protects land for people, ensuring healthy, livable communities for generations to come. They help communities raise funds for conservation, conduct conservation research and planning, acquire and protect land, and design and renovate parks, gardens, and playgrounds. The Trust for Public Land helps state and local governments design, pass, and implement legislation and ballot measures that create new public funds for parks and land conservation. They've helped pass more than 450 ballot measures—an 81 percent success—creating \$34 billion in voter approved funding for parks and open space. Conservation finance services include:

- Technical assistance: creating legislative and ballot measures that reflect public priorities
- Campaign services: offering a suite of campaign services from planning to get-out-the-vote programs
- Program design and evaluation: providing models and recommendations for conservation programs
- Conservation economics: delivering research on the fiscal and economic benefits of land conservation

For more information, see: <http://www.tpl.org/>

The **Wetlands Conservancy (TWC)** is the only organization in Oregon dedicated to promoting community and private partnerships to permanently protect and conserve Oregon's greatest wetlands – our most biologically rich and diverse lands. For more than 30 years, The Wetlands Conservancy has educated and assisted landowners, neighborhood groups, land trusts, and watershed councils on local stewardship.

For more information, see: <http://oregonwetlands.net/index.php>

The **Land Trust Alliance** is a national conservation organization that works in three ways to save the places people love. They increase the pace of conservation, enhance the quality of conservation, and ensure the permanence of conservation by creating the laws and resources needed to defend protected land over time. The Land Trust Alliance assists organizations that protect land through donation and purchase by working with landowners interested in donating or selling conservation easements, or by acquiring land outright to maintain as open space. Membership of the alliance is one of the qualifications for assistance from this organization. They are based out of Washington D.C., but have offices regionally across the U.S.

For more information, see: <http://www.landtrustalliance.org/>

7.433 DONATIONS

Donations of labor, land, or cash by service agencies, private groups or individuals are a popular way to raise small amounts of money for specific projects. Two key motives for donation are philanthropy and tax incentives. These benefits should be emphasized when collaborating with landowners. Most organizations implement capital campaigns focused on specific projects for cash donations. The typical strategy for land donations is to identify target parcels (such as park projects or trail access rights identified in the Plan) and then work directly with landowners.

Soliciting donations, similar to partnering, takes time and effort on the part of City staff, but can be mutually rewarding. Establishing a nonprofit parks foundation to implement a capital campaign and to accept and manage donations may be necessary. If receiving donations becomes a major funding source for the park system, the City will need to work on setting up such a group or recruit volunteers to provide the services. Generally, donations are not stable sources of land or finances and should not be relied upon as a major portion of funding. Pursuing donations through partnerships can provide advantages to all parties involved. For example, working a land transaction through a non-profit organization may provide tax benefits for the donor, provide flexibility to the City, and reap financial benefits for the non-profit.

Donations of labor for the St. Helens parks system often takes the form of “Friends of” Groups. During the Parks Commission Annual Report to Council in June 2014, a stated goal of the Parks Commission for the FY 14-15 was to determine guidelines and expectations for “Friends of” Groups. Often “Friends of” Groups are able to fully adopt and maintain parks, which allow the Parks Department to provide better service with little to no additional cost. Once these guidelines for “Friends of” Groups are established, a campaign led by the Parks Commission to highlight the positive impact “Friends of” Groups have on the parks system is recommended in order to increase volunteerism within these groups.

7.5 FUNDING RECOMMENDATIONS

It is rare when a single funding source alone covers the cost of a capital improvement project. More often, funding sources are used in combination to cover the cost of new development. Below is a summarized list of funding strategies for park and trail capital project implementation. Following these recommendations will also improve the long-term sustainability of the Parks Department budget for operations and maintenance.

1. Link projects listed in the Chapter 8: Capital Improvement Plan to the various funding strategies in this chapter.
2. Consider expanding the park SDCs beyond residential development. SDCs play a very important role in leveraging capital improvement funds for state and federal grants, and greater leveraging capability means greater grant opportunities.
3. Analyze potential outcomes implementing a local taxing strategy (bond, levy, utility fee, expansion of park SDCs to include commercial, expansion of user fees, or combination of strategies) for the needed park capital improvements identified in Chapter 6 and 8.
4. Pursue federal, state, and private grants, some of which will require a certain percentage of matching funds. Set aside funds from other sources for necessary grant matches.
5. Separate park operations costs from public works operation costs so that the street, water and sewer funds will remain a sustainable source of capital for their own needed improvements.
6. Park user fees generally increase as the quality and number of amenities increase. Despite the fact that user fees represent a small amount of total revenue for the St. Helens Parks Department, reviewing the established user fees regularly to confirm they are competitive with similar communities is very important in ensuring that the Parks Department is recouping as much of the maintenance and operations cost as other communities are.
7. Build partnerships with any of the local public, private, and non-profit organizations who may be willing to help fund or volunteer labor to provide additional parks and recreation facilities and services.
8. The Parks Commission should work with City Council to establish guidelines for “Friends of” Groups. Then, lead a promotional campaign (through Facebook, the St. Helens Gazette, etc.) to support and highlight the positive impact “Friends of” Groups have on the park system and encourage volunteerism in these groups.

CHAPTER 8: CAPITAL IMPROVEMENT PLAN

8.1 INTRODUCTION

8.2 PARK PROJECTS

8.3 TRAIL PROJECTS

8.1 INTRODUCTION

This Capital Improvement Plan (CIP) is a component of the St. Helens Parks and Trails Master Plan intended to be used as an internal planning tool for the City to prioritize future development of the parks and trails system. These cost estimates should be regarded as planning level and preliminary in nature. Variations from actual project costs will result from additional factors such as permitting, topographical conditions, environmental impacts. As projects move forward in the project development process, emerging details will support the refinement of these costs. Not all of the identified park needs and proposed trail projects are included in the CIP. For a complete list of identified park needs, see Chapter 5.41.

Each project in the CIP aligns with the community outreach and input provided by staff throughout the master planning process. Specifically, for each park and trail project, the CIP includes: a short description of each project, an estimated cost based on 2015 dollars, a recommended source of funds, and a timeline based on the project's priority level. The CIP reflects input from the following sources:

1. Inventory and assessment of existing park facilities and their condition in Chapters 3 and 5
2. Recommendations from St. Helens staff
3. Community outreach (forum, survey, interviews) as documented in Chapter 5
4. Input-gathering sessions with the Parks, Bicycle & Pedestrian, and Planning Commission as documented in Chapter 5
5. Level of service levels in Chapter 4
6. Statewide Comprehensive Outdoor Recreation Plan (SCORP 2013-2017) County-level surveys

8.2 PARK CAPITAL PROJECTS

Each project on the following page contains a short description, an estimated planning-level cost, a recommended source of funds, and a priority level. Three prioritization levels were created to guide the development of the parks system. For more information about how parks are currently funded and for more detail about the recommended source of funds, see Chapter 7: Funding Strategies. A summary of all CIP park projects follows the table on the following page.

- Priority I:** These are minor projects that will improve the safety and use of existing parks. These projects will also provide additional amenities to existing parks. Priority I projects should be completed within 1-5 years.
- Priority II:** These are projects that will improve use and access of existing parks. Priority II projects should be completed in 5 - 10 years.
- Priority III:** These are projects that will include upgrades to existing parks, but are not of immediate concern. Priority III projects should be completed within 10-15 years or as funding becomes available.

PARKS CAPITAL IMPROVEMENT PLAN		
Project	Cost	Priority Level
6th Street Park		
Restrooms (2 stalls) with drinking fountain	\$40,000	I
Re-level baseball fields x 2	\$24,000	III
Replace dugouts x 4 (lay concrete, fencing, benches, roofs)	\$53,000	I
Campbell Park		
Upgrade restroom amenities/fixtures (installation by staff)	\$20,000	I
Covered picnic shelter (with utilities)	\$50,000	II
Rehabilitate tennis courts x 4 - Flex Court/Multi-Sport Court for basketball, volleyball, hockey, pickleball, and badminton	\$100,000	I
Upgrade existing picnic shelters with utilities	\$10,000	I
Create a fenced pet off-leash area (fencing, sign, trash can, waste bags)	\$11,000	III
Civic Pride Park		
Full-size splash garden	200,000	III
Restrooms (2 stalls)	\$40,000	III
Sprinkler system materials (includes parts and installation)	\$3,500	III
Playground equipment (with ADA accessible features)	\$30,000	III
Columbia View Park		
Band shell installation	\$1,000,000	III
Covered picnic shelter installation with outdoor kitchen, grill area, sink	\$75,000	II
Columbia Botanical Gardens		
Informational kiosk at entrance with brochures	\$1,500	III
Interpretive garden signage	\$5,000	III

Godfrey Park		
Natural playground installation using existing natural materials (logs, stumps, wood chips, etc.)	\$8,000	I
Sprinkler system materials (includes parts and installation)	\$5,000	III
Restrooms (2 stalls) with drinking fountain	\$40,000	III
Adaptive ADA swing seat and any necessary structural supports for existing swing set and possible rubberized platform	\$3,000	I
Grey Cliffs Park		
Fishing pier (handicap accessible)	\$75,000	III
Non-motorized boat launch signage at river access area	\$300	I
Covered picnic shelter (with utilities on 2 nd level)	\$50,000	III
Sprinkler system materials (includes parts and installation)	\$1,500	I
Heinie Heumann Park		
Covered picnic shelter	\$50,000	III
Playground equipment (with ADA accessible features)	\$30,000	III
Handicap accessible picnic table	\$1,200	III
340' long, 6' wide sidewalk from Senior Center to picnic shelter (\$6/sqft)	\$12,240	III
McCormick Park		
Flex Court/Multi-Sport Court installation for basketball, tennis, volleyball, hockey, pickleball, and badminton	\$35,000	I
Covered picnic shelters with utilities x3 (by the dog park, by the pavilion, and by the playground)	\$150,000	II
Expansion of war memorial to include recent conflicts	\$28,000	II
Regional destination signage installation near Veteran's Memorial	\$500	III
Repair and update skate park (Concrete work with smaller steps, repair cracks, add new rail features and a drinking fountain)	\$20,100	III
Rehabilitate baseball infields x2	\$20,000	II
New landscaped flowerbeds and park sign on Old Portland Rd and 18th	\$500	I

Adaptive ADA swing seat and any necessary structural supports for existing swing set and possible rubberized platform	\$3,000	I
Nob Hill Nature Park		
Covered kiosk with brochure slots	\$1,750	I
Benches x2	\$1,500	II
Sand Island Marine Park		
Sand Island Improvement Feasibility Study (Report would study bringing utilities to the island, the cost of a caretaker, and the capability to recapture revenue with camp and day use fees)	\$40,000	I
Designate campsites with fire rings (fire rings -\$175 each x 35 sites + \$3,000 for landscaping)	\$9,125	II
Dock rehabilitation	\$50,000	I
Walnut Tree Park		
Concrete pad for secure picnic table (\$6/sqft, 24 sqft pad)	\$150	II
Park Projects Total	\$2,298,865	

Millard Rd. Property		
Park Master Plan	\$20,000	II
Restrooms (4 stall)	\$50,000	III
Playground equipment (with ADA accessible features)	\$50,000	III
Covered picnic shelter	\$50,000	III
Flex Court/Multi-Sport Court for basketball, volleyball, hockey, pickleball, and badminton	\$40,000	III
Millard Rd. Total	\$200,000	
All Park Projects Total	\$2,498,865	

SUMMARY OF CAPITAL IMPROVEMENTS BY PARK		
Park	Cost	# of Projects
6 th Street Park	\$117,000	3
Campbell Park	\$191,000	5
Civic Pride Park	\$273,500	4
Columbia View Park	\$1,075,000	2
Columbia Botanical Gardens	\$6,500	2
Godfrey Park	\$56,000	4
Grey Cliffs Park	\$126,800	4
Heine Heumann Park	\$93,440	4
McCormick Park	\$257,100	8
Nob Hill Nature Park	\$3,250	2
Sand Island Marine Park	\$99,125	3
Walnut Tree Park	\$150	1
Millard Rd. Property	\$200,000	5
Total	\$2,498,865	46

8.2 TRAIL CAPITAL PROJECTS

Five (5) out of eighteen (18) trail projects were selected as high priority projects (see Chapter 6.34 for a complete list of trail proposals). These five trail projects align with community development goals, staff recommendations, and local and regional recreation research and surveys. For each project, there is a description, an estimated cost for each item of work, and an estimated total cost based on the trail surface construction costs below. Cost considerations that may significantly increase the total project cost include: crossing a wetland or riparian area, crossing a major arterial, development triggers mitigation, development requires retaining walls or bridges, or the project requires extensive permitting and public approval. Each trail project estimate also includes 15% of the total cost for design & construction management and 20% for contingency. A summary of the trail projects cost estimates can be seen below.

Estimated Trail Construction Costs (2015)		
Trail	Per foot*	Per mile*
12' wide - compacted gravel	\$88	\$464,640
6' wide - compacted gravel	\$44	\$232,320
12' wide - asphalt	\$75	\$396,000
8' wide - asphalt	\$50	\$264,000
6' wide - asphalt	\$37.50	\$198,000
12' wide - concrete	\$100	\$528,000
8' wide - concrete	\$67	\$353,760
6' wide - concrete	\$50	\$264,000
8' wide - woodchip	\$16	\$84,480
6' wide - bare, natural hiking trail	\$10	\$50,280
12' wide wood-deck boardwalk	\$440	\$2,323,000
On-street bike lane restriping	\$1.75	\$9,240

*Costs include grading, base rock, and drainage

Design & Construction Management	15% of trail cost
Contingency	20% of trail cost

Trail Project Cost Summary	
Project	Cost
St. Helens Riverfront Trail	\$1,145,942
5 th St. Hiking Trail	\$199,800
4 th St. Gardens Trail	\$289,697*
Dalton Lake Trail Improvements	\$198,180*
West Columbia Blvd Extension	\$118,125
Trail Projects Total	\$1,463,867

*Does not include cost of acquiring public access to private trails



A complete list and map of all proposed trails routes can be seen in Chapter 6.34.

St. Helens Riverfront Trail				
Item of Work	Quantity	Unit Cost	Cost	Comment
Boardwalk, 12' wide	1,116 ft.	\$440/ft.	\$491,040	From Columbia View Park to the slight curve in Veneer property
Railing	1,116 ft.	\$50/ft.	\$55,800	Length of boardwalk
Bank Stabilization	1,116 ft.	N/A	\$150,000	Actual bank stabilization cost may be much higher
Asphalt Trail Surface, 12' wide	1,934 ft.	\$75/ft.	\$145,050	Begins at end of boardwalk to Nob Hill Nature Park trails
Signs, each	6	\$300	\$1,800	
Benches, each	6	\$750	\$4,500	
Striping	375'	\$1.75	\$656	S. 6 th St. striping to Nob Hill park trails
Preliminary Cost	\$848,846			
Design & Construction Mgmt. (15% of Preliminary Cost)	\$127,327			
Contingency (20% of Preliminary Cost)	\$169,769			
Project Total	\$1,145,942			

The St. Helens Riverfront Trail is classified as a regional trail that begins at Columbia View Park and extends through the vacant industrial Veneer property along the riverfront, eventually connecting with the Nob Hill Nature Park trails. With the joint development of the 5th Street Hiking Trail, these two routes connect two popular parks and provide an entirely off-street loop through the riverfront.

The total trail is just under 0.6 miles, around 3,050 feet. Just under half of the trail is proposed as a boardwalk constructed at the water's edge, with the remainder a 12' wide asphalt trail leading to Nob Hill Nature Park. The St. Helens Riverfront Trail has potential to improve not only *local* access to the waterfront, but to improve *regional* access, welcoming surrounding communities to connect with the St. Helens waterfront.



Top: Olympia, WA Percival
Landing Boardwalk
Bottom: Oregon City McLoughlin
Promenade



5 th Street Hiking Trail				
Item of Work	Quantity	Unit Cost	Cost	Comment
Bare Natural Hiking Trail, 6' wide	2,600 ft.	\$10/ft.	\$26,000	Width may vary throughout trail with topography constraints
Elevated Boardwalk, 6' wide	250 ft.	\$440/ft.	\$110,000	For areas with unavoidable wetlands/floodplain and/or rises in elevation along route
Clearing and Grubbing	1	\$10,000	\$10,000	
Striping and Signage	1	2,000	\$2,000	Signage and crosswalk across Old Portland Rd.
Preliminary Cost	\$148,000			
Design and Construction Management (15% of Preliminary Cost)	\$22,200			
Contingency (20% of Preliminary Cost)	\$29,600			
Project Total	\$199,800			

The 5th Street trail is one of the few routes located entirely within an already existing, undeveloped right-of-way. It begins at Columbia Blvd. where 5th Street dead-ends and travels through dense trees and shrubs through a canyon that acts as a corridor for much of the local wildlife. The soft surface trail emerges from the canyon to cross Old Portland Road and follows the staircase up to arrive at a developed local residential street. The route continues beyond the local street, still following the right-of-way, ultimately entering Nob Hill Nature Park.

The entire route is about ¾ of a mile and is classified as a hiking trail because of its topography and subsequent width constraints. This hiking trail would provide St. Helens residents a calming, off-street pedestrian experience that allows a quick escape from urban city life, all within city limits.



Right: Existing conditions along 5th Street right-of-way
Left: Portland Maricara Natural Area Trail

4 th Street Gardens Trail				
Item of Work	Quantity	Unit Cost	Cost	Comment
Concrete, 8' wide	1,770 ft.	\$67/ft.	\$118,590	Utilizes new existing sidewalks at First Lutheran Church
Landscape Buffer Strip, 2' wide	1,770 ft.	\$20/ft.	\$35,400	
Railing/Fencing (optional)	1,770 ft.	\$30/ft.	\$53,100	
Striping and Signage	3	\$2,500	\$7,500	Striping and signage for 3 crosswalks and numerous driveways
Preliminary Cost	\$214,590			
Design and Construction Management (15% of Preliminary Cost)	\$32,189			
Contingency (20% of Preliminary Cost)	\$42,918			
Project Total	\$289,697*			

*Cost does not include access rights to the Botanical Gardens trails

This proposal is for an 8' wide concrete off-street trail alongside 4th Street, which begins at Columbia Blvd. and offers an off-street route into the Columbia Botanical Gardens trail system. This route capitalizes on the extra wide right-of-way that 4th Street provides. This route is separated from the roadway by a landscaped buffer and possibly a low fence, similar to the one that exists on N. 16th St. near St. Helens Middle School (See top right).

Currently, 4th Street has fragmented sidewalks. This off-street trail would replace the need to upgrade the street with sidewalks and bike lanes on both sides because it would provide a route separated from the road network for bikes and pedestrians to safely travel from Columbia Blvd. to the Columbia Botanical Gardens. In addition, this route would extend the 5th Street trail proposal which also begins at Columbia Blvd., 1 block west. Together, these two routes would provide north to south off-street safe passage from the Columbia Botanical Gardens all the way to Nob Hill Nature Park for both cyclists and pedestrians.



Off-street trail example separated by a low fence at N. 16th St. near St. Helens Middle School



Example of a landscaped buffer strip between roadway and sidewalk

Dalton Lake Trail Improvements

Item of Work	Quantity	Unit Cost	Cost	Comment
Compacted gravel, 6' wide	800 ft.	\$44/ft.	\$35,200	Trail surface to match existing
Elevated Trail/Boardwalk	180 ft.	\$440/ft.	\$79,200	Short boardwalk to cross lake
Survey and Feasibility Study	1	\$20,000	\$20,000	Survey topography to see if trail is feasible along the lake's edge
Permitting	1	\$10,000	\$10,000	Various state agency permitting
Signs, each	8	\$300	\$2,400	
Preliminary Cost	\$146,800			
Design and Construction Management (15% of Preliminary Cost)	\$22,020			
Contingency (20% of Preliminary Cost)	\$29,360			
Project Total	\$198,180*			

*Does not include cost for acquiring access to private trails

Recommendations for Dalton Lake trail improvements include acquiring public access through Madrona Ct. and the trail network on the east side of the lake (See Chapter 6.34). Although, the CIP does not estimate a cost to acquire access in these two locations, acquiring public access will be essential for the following Dalton Lake trail improvements to be utilized.

The Dalton Lake trail improvements focus on completing the trail loop around Dalton Lake. This requires the construction of a small boardwalk to cross at the most narrow point on the lake. Then, the construction of a narrow hiking trail to connect to the existing trail network would complete the loop. Signage would be installed at the entrance of Dalton Lake and throughout the trail loop. Due to the topographical challenges in the project area, a feasibility study and a permitting line item is included in the cost of the project.



Top: Dalton Lake, near the potential boardwalk crossing location

Bottom: Boardwalk in the South Slough National Estuarine Research Reserve in Charleston, OR



West Columbia Blvd. Extension

Item of Work	Quantity	Unit Cost	Cost	Comment
Asphalt Bike Path, 8' wide	300 ft.	\$50/ft.	\$15,000	Bike path to River St. on existing right-of-way. Sloped area will require extra care grading
Overlook Feature	1	\$10,000	\$10,000	1,000 sq. ft. of wooden decking, 40 ft. of railing, 2 benches
Staircase	1	\$50,000	\$50,000	Staircase to River St. from overlook feature
Striping and Signage	3	\$2,500	\$7,500	Striping and signage for 3 crosswalks: Columbia Blvd, 1 st St., and River St. from staircase to sidewalk
Raised Crosswalk	1	\$5,000	\$5,000	Raised crosswalk and 2 sidewalk extensions at end of Columbia Blvd.
Preliminary Cost	\$87,500			
Design & Construction Management (15% of Preliminary Cost)	\$13,125			
Contingency (20% of Preliminary Cost)	\$17,500			
Project Total	\$118,125			

This proposal is for the intersection of 1st Street and Columbia Blvd. At this intersection, the Corridor Master Plan (Jan. 2015 adoption) recommends: (1) a stairway from the end of Columbia Blvd. to River St. below, (2) a raised crossing area between the two sidewalk extensions at the end of Columbia Blvd., (3) a pedestrian overlook feature, and (4) a bicycle connection to River St. using existing right of way north and east of the intersection. This estimation does not include a cost for the pedestrian bulb-out feature, landscaping, or the bike sharrows seen in the bottom right picture.

These Columbia Blvd. bicycle and pedestrian improvements would improve an existing but unsafe pedestrian path, and combine well with the 5th Street Hiking Trail project and the St. Helens Riverfront Trail proposal to create an off-street loop through the St. Helens riverfront.



Top: Concept view of overlook feature integrated with pedestrian walkways, on-street parking, planting areas and a vehicular turn around
Source: Corridor Master Plan (2015)

Bottom: Potential enhancements to 1st St./Columbia Blvd. intersection and the overlook area east of the intersection. A bike access trail utilizing existing right-of-way can be seen in the lower right corner



APPENDICES

APPENDIX A: DETAILED PARKS AND TRAILS SURVEY RESULTS

APPENDIX B: PUBLIC FORUM MINUTES

APPENDIX C: DALTON LAKE RECREATION PLAN

APPENDIX D: NATIVE PLANT SURVEYS

APPENDIX A: DETAILED PARKS AND TRAILS SURVEY RESULTS

Chapter 5 Needs Assessment, specifically section 5.2, contains the complete Parks and Trails Survey Report. However, frequency tables for park amenities and sport facilities were not included in the report. They are included below. After the frequency tables, a list of the general fill-in comments about the Parks and Trails Master Plan update are also shown in a table.

12a. Rank the importance of having the following amenities within the St. Helens park system.

12b. Then, select how often your household uses the amenity.

Amenitiy	Never	Once a Month	2-3 Times a Month	Once a Week	2-3 Times a Week	Daily	Total Responses
Community garden	83.7%	9.3%	4.7%	2.3%	0.0%	0.0%	86
Charcoal grills	82.6%	12.8%	2.3%	2.3%	0.0%	0.0%	86
Splash park	60.7%	22.5%	9.0%	3.4%	4.5%	0.0%	89
Indoor swimming pool	59.5%	25.0%	4.8%	4.8%	3.6%	2.4%	84
Pets off-leash areas	49.5%	11.0%	15.4%	5.5%	8.8%	9.9%	91
Nature center and conservation areas	40.9%	26.1%	18.2%	4.5%	6.8%	3.4%	88
Playground equipment	35.6%	17.8%	22.2%	7.8%	12.2%	4.4%	90
Outdoor walking/running track	25.8%	23.6%	24.7%	5.6%	14.6%	5.6%	89
Drinking fountains	23.3%	32.2%	21.1%	14.4%	5.6%	3.3%	90
Riverfront access	14.1%	37.0%	23.9%	7.6%	13.0%	4.3%	92
Picnic tables and covered picnic shelters	12.9%	54.8%	23.7%	6.5%	2.2%	0.0%	93
Public restrooms	9.4%	30.2%	33.3%	12.5%	10.4%	4.2%	96
Walking and biking trails	5.1%	27.3%	28.3%	9.1%	21.2%	9.1%	99

13a. Rank the importance of having the following [sport facilities](#) within the St. Helens park system.

13b. Then, select how often your household uses the amenity.

Sport Facility	Never	Less than Once a Month	Once a Month	2 - 3 Times a Month	Once a Week	2 - 3 Times a Week	Daily	Total Responses
Sand volleyball courts	75.8%	17.6%	4.4%	2.2%	0.0%	0.0%	0.0%	91
Skateboard park	72.2%	15.6%	5.6%	2.2%	3.3%	1.1%	0.0%	90
Football fields	72.2%	16.7%	5.6%	3.3%	1.1%	1.1%	0.0%	90
Horseshoes	71.1%	20.0%	8.9%	0.0%	0.0%	0.0%	0.0%	90
BMX park	70.0%	12.2%	8.9%	3.3%	3.3%	0.0%	2.2%	90
Tennis courts	68.9%	18.9%	7.8%	3.3%	1.1%	0.0%	0.0%	90
Basketball courts	62.6%	18.7%	11.0%	4.4%	1.1%	2.2%	0.0%	91
Baseball or softball fields	60.9%	17.4%	5.4%	8.7%	4.3%	3.3%	0.0%	92
Disc golf	59.2%	14.3%	8.2%	9.2%	3.1%	4.1%	2.0%	98
Soccer fields	52.7%	20.9%	8.8%	9.9%	4.4%	2.2%	1.1%	91

19. If you have any further input for the update of our Parks and Trails Master Plan, please let us know your comments or concerns below.

76 of the 163 households who took the survey provided a response for this question. Responses can be seen below.

The survey is useful, but keep in mind in conducting such surveys people are responding to real time activities. We age. Our children grow up. Our activities vary over time. When we are younger, or our children are younger, our responses would change. This doesn't mean because we do not participate as much now, that the other things aren't as important to us because we know others are using the same facilities. The map you provided should be shared with more people with a broader distribution because I wasn't familiar with all of the parks and trails available. If I knew, maybe my experiences would be difference and I would respond differently.
Parks and rec seem to take the first cuts in budget reduction times but yet they are the most used and visual sites in the city. When they are not maintained, people do not care and more vandalism occurs, aand more litter, which looks like an unkept city and no pride for our parks.
More trails and dog parks please! I bet volunteers could be gathered to help support our parks
Stop hacking up the nature trail. You need to plant new trees. Leave it more natural so the wild animal habitats will bring back the animals. Stop painting garbage cans and use that money to put fresh gravel and small plants in the park.
Better playground structures for kids is really needed.
I like the amout of parks in St helens and I go often because my youngest daughter goes to preschool in the town. However I can never locate the parks I want to visit. It would be nice to have more signs to point the way to the parks and or parking for trails as I like to run while she is in school.
I would like to see more trails for biking and running on in St. Helens and ones that I would feel safe to be on alone.
Looking forward to inter-linking trail system. I am a runner. I do not like running in town, awkward, weird and not scenic. I would use the heck out of an interlinking trail system. Also, I can never seem to figure out how to get to Dalton Park, much less use it...
Members of the general public should not continue to be pushed out of the parks by organized groups and special interests (dog owners). Tree removal should be done less.
We love Nob Hill Nature Park and appreciate the city's support for it over the years. It's been great being able to have help from city to share info about NH volunteer work parties. We think Botanical Park and Dalton Lake could also benefit from Corrections crew as well, if they could be trained to only remove invasive plants, like blackberry, reed canary grassy, ivy and holly, and leave alone native plants. We think the SH natural areas including McCormick, Gray Cliffs & Sand Island are fantastic places for recreation, enjoyment and nature study. Thanks for keeping nature parks as part of the mix. There is a new invasive plant starting to spread called lesser celandine. Please help eradicate it. Same goes for lunaria & arum, spread by yard debris waste-hard to knock out once started. Lastly, we'd like to see a "riverwalk" like Portland's Esplanade along the Boise property @ river's edge.

The dog park at McCormick is wonderful! I'm there everyday at least once. I would love to see more off-leash areas for dogs in the other parks.
Would love to see Columbia view park expanded to the south along the waterfront.
Would like to see turf fields so people could play field sports year round and not tear up the grass fields. Right now kids tend to stay indoors because there is no where to play. A large indoor field would be a nice alternative. Thanks
I love the Botanical garden, but there are two problems with it. The steep path into it is not safe nor is the blackberries overgrowing the path at times. I would love to see rhododendrons and other NW hardy bushes planted in there like it was in it's heyday. A handrail on the steepest parts of the path would be good and a clue to how to get out on the other side for people who are not local. In fact I would like to see a complete walking loop of the park that was graveled and well marked. The Nob Hill park is perfect and accessible. We need some kind of barrier in the McCormick dog park, so dogs know where to stop when new cars drive up. So many of them run out to the parking lot to greet new dogs who might be protective of their cars. Also, don't let the cross country kids run through the dog park. It is unsafe as even the nicest dog can get over-excited about a pack of fast running. teens. The Dog park at Grey Eagle is fine as we have to walk the dogs on the leash to get there. Thank you.
I believe that the development and promotion of our parks are the best investments that can be made to attract tourism and business to St. Helens.
Saint Helens needs more pedestrian and bike trails around town.
An increase in multi-use trails/paths would be an important added benefit to the parks
Run water and power out to Sand Island.
I live locally but not within the city limits. I believe people who use the facilities would be happy to help fund them such as donation boxes... Self pay stations. But the facilities need to be up to date, clean, safe and a place a family or individual want to go hang out before anyone is going to want to give money to support it. And big enough that there is enough room.
I am more concerned with the ability of side walks and walk ways to and from parks and around the community. Including cross walks. Many areas that connect to schools and parks do not have safe access meaning runners and walkers must use the shoulder of main roads. There also is no coherent path to run in St. Helens. Many other cities I have lived in made sure to have a series of trails/paths for Runner's, Rollerbladers, and Bikers to recreate on . St. Helens safest place for these individuals is no existent. (This maybe more of a public safety/police concern though)
I am very familiar with all the parks within St Helens. Several of the parks are better maintained than others. It is sad to see over the years many parks such as Civic Pride and Heineie Heumann have deteriorated because there is no money to fix them or replace play equipment. I see regularly that the well maintained parks such as McCormick, Campebell, and 6th Street are well used by the community for variety of sports and amenities. I am unfamiliar with the trails system. I do enjoy running and it is difficult to find safe areas to run because sidewalks tend to start and end. I am very interested in hearing more about the local trails.

There needs to be more amenities for adults on bicycles. They aren't just for kids. There also needs to be maps of all parks and trails available to the public. I suggest a parks & trails map page in the phone book.
columbia view park is a great park, but like during large events parking for those of us that have bad legs really have no preferred parking areas where we wouldn't have to walk so far, it would help if there was more nearby parking
Would love a fenced dog park. Trail off of south 9th up to swimming pool / Lewis and Clark school needs improvement always trash and glass.
We have been impacted the most by the lack of restroom access at Campbell Park. Our daughter has a medical condition that requires a restroom to be nearby because of urgency and accidents. I have heard the same complaint from numerous families at the park which end up with kids, and adults, using the bushes neighboring the homes around the park causing a mess of unsanitary conditions around the park. The other issue we have is the sheer number of people who don't know that the playground is a non smoking area. It is frustrating when I take my child to a playground that is supposed to be a safe place that was made for kids and adults are hanging around, even playing on, the playground smoking. Looking toward the future I would like to see signs in place at the playgrounds in plain view that states no smoking within a certain area. It would also be great to see reminders of this in the Gazette or the Spotlight.
I love the trails in McCormick park and use them almost daily. They are well maintained, to a point. I would like to see more gravel on them, especially in the winter. I think the park department does a great job of maintaining the parks, but with more money, they would be able to do more. I think we have great parks and they need enough money to keep them that way.
McCormick park is a great park, most of the other parks do not seem to get as much attention, and I feel they are dirtier and bring about unsafe conditions. I feel Campbell park needs to be opened up better, the type of people I've seen there disturbs me. I believe it needs some work as far as safety and cleanliness goes.
Thank you for providing this map, I'm new to the area & were unaware of some of the parks.
I am elderly (71) and I would like to be able to take my recumbant trike to the park trails to ride...While feeling safe! and that the trails are wide enough for passing walkers, and other trail traffic. I would also want to have security places next to bathrooms that I could safely leave my trike while I use the restrooms.
More restrooms available for festivals and special events
So far my husband and I love it here. I may not be the best person for this survey because I haven't explored the area very much yet. Fiscal responsibility should be upheld when reviewing plans. But I see us buying a home and staying in this area in the next year or so. Thank you very much!
We could use a new or updated indoor pool and swing sets at the parks that don't currently have them
No

Bathrooms at Campbell park that are open and closer to the playgrounds. Also, addition of baby changing stations would be WONDERFUL. Bathrooms at 6th St park would be great too.

1. Please do not allow vehicles to park along edge of McCormick Park; it does not look good. 2. Please do not give total freedom to disc golfers at McCormick. Please have them respect the natural aspects and stream bank zones. 3. We like the city's existing trails but would like to see more. 4. We'd like to see more use of native plants in all park areas when possible. 5. We'd also like to see Boise Property with walking trail including riverwalk around entire perimeter and new boat ramp at end of Plymouth St. 6. Please make Dalton Lake more usable in terms of trails and signs and parking. 7. We'd like to see interpretive kiosks at city's nature parks including Nob Hill, Dalton and Botanical parks. Do more to remove invasive plants perhaps with Corrections Crew.

I would love for there to be more pet off leash areas. It would also be great to have more walking trails- dirt trails or trails with bark would be much better than trails covered in gravel.

Would really like a railing put by the cliff at godfrey park. The slide is right next to a big drop off and it makes it so you cannot bring little kids to this park. Also the people from the rehab are always there smoking and cursing around the kids this makes the park less attractive to the public.

We would love to use Columbia Botanical Gardens and Nob Hill Nature Park but cannot figure out how to enter them. We can see where they are and have gone to the area, but have no idea how to access them.

We NEED a FENCED off leash area!! Look how much bigger St Helens is compared to Scappoose and they have a lovely fenced dog park!! Good for residents, our dogs and another draw for people, traveling through the area with dogs, to venture off Hwy 30! McCormick Park -Considering paving the trails -A pedestrian bridge over the creek, to connect to the disc park. -Making a paved trail that leads to the creek and along the creek -A better placement of park benches (and let's consider another color other than blue). Maybe even upgrading park benches and tables. -Scattering some native wildflower mix throughout to add to the beauty throughout the nature area -An additional 2 or 3 garbage cans and doggie bag stations along the trail path -A water feature and additional floral plantings over by the Rhodies. -Solar lighting for the campsites Waterfront -Hope to see improvements and the expansion of the waterfront (a promenade, beach area, more docks, etc--maybe even a waterpark??) -An upgrade to the stage and amphitheater area. Sand Island -Making it accessible to people w/o boats-reintroducing a shuttle service for a ultra low fee. -Improving the restrooms and camping spots -Considering, with improvements, putting in place a daily fee for camping and possibly having a park host on the island. A snack shack during busier times of the year. Dalton Lake Rec Area -water fountains along the walking path -garbage cans and doogie bag stations -additional benches and lighting -handrail

I don't live here but have friends who use McCormik Park and River Front...mostly like it...River Front a great place to take a break and have lunch

The more free activities for citizens, the better. All age groups benefit from a good parks & trails system.

I love our parks! The dogs and I visit regularly. Your hard work is valued and appreciated.

I think the city does a great job at maintaining McCormick Park and it is a great place for our family to go. Even Columbia View Park is well kept, and our family loves the new splash park! Campbell Park has a great play structure and softball fields as well as covered picnic areas. However, when you are there with toddlers and young kids and no bathroom access is concerning. We have not gone there many of times due to this. Other then those parks, I feel like the city has let the other parks slowly go to waste. They are all well maintenance as far as grass/garbage etc. but nothing to offer families. I grew up next to Heinie Heumann Park and it is sad to drive by there now and only see one lonely ti-tor totter. As a child there was several different playground equipment things and my siblings and I would spend hours in that park. I would love to see something go into this park for children, nothing big, but something. It does however have a wonderful garden (not sure if it is a community garden or belongs to the senior center).

way finding, event coordination, trash collection, better access to dalton lake

We tried to use the splash park many times in summer but was either shut off or broken

I work for a Parks and Rec Department in another city, so I understand the challenges you face with providing quality parks, maintaining the parks, etc. with a limited budget and constantly doing "more with less". I think focusing on the core needs...ball fields, playgrounds, places for walking/running on paths safely, should be the main focus verses those that look cool but serve a very small part of the community, such as disc golf and the BMX track. Safety needs to be #1 priority. I coach T-ball and last season, it was sad to lose one field due to safety reasons. That was sad and frustrating as a parent/coach but more so as someone who works in the field and had questions about priorities and where money being allocated as I witnessed the new BMX track unfold while we lost a field due to Safety.

Miss the animal rocking horse on springs and merry go rounds

What has happened to McCormick Park is an example of poor planning. The Boise Cascade property should be a park of diversity - some sports areas if appropriate such as volleyball (even though I don't use them), trails, open spaces for dogs, area for safe swimming, picnic facilities. The entire purchase should be for recreations, not for condos. It should, however, be balanced on the side of the environment. Leave trees, don't blacktop. Thank you for the survey - you need to do what the citizens need and want.

Work level of the park employees very poor

Provide soap dispensers for hygiene

We need parks for our youth.....we need softball and soccer fields. We need recreational areas where kids can fly kites, race electrick cars, canoe, kayak, swim. Our youth have nothing to do in this community --- if we had fields where kids can play, eat, run, walk,...plus one or two parks need handicapped facilities. A swimming pool with handicap ramps etc.

I have concerns about any more development at dalton lake. I live at the columbia city end of the walking trail and the road and parking area do not support current vehicle traffic. There is no parking area on the columbia city end yet that is where the lake access is. Further development without a access plan that does NOT include 4th st in Columbia City would be a mistake in my oppinion.

we need more trash cans between Houlton area to Olde towne, behind the Courthouse more doggie waste bags also along the route. The gazebo at Columbia View Park is in need of repair and when the area is mowed it is left all messy with the mowed grass. McCormick Park seems like garbage cans are not emptied enough during high use times.

The disc golf is the main reason i use the St Helens park system, if I had not been to the course at McCormick park, I would have never been able to find the trails and rec areas that I frequently use now.

The disc course needs benches, hole signs, and bag hangers. This is one of the best courses around and will bring money to your town. I drive 1 hour to play the course because it is that good. Keep it up!

You made a big mistake putting the frisbee golf in. I've been hit with one walking the trails ..the people the golf park attracts are scary. They drink alcohol and do other drugs in the park..urinate wherever they please and Have dogs running loose. Where is the security?? You will have law suits on your hands soon.

Love the new disc golf course at McCormick park. Had been a great way for my family and I to spend more time outside together.

Get the tweekers out of the park.. Meth is the problem !!!

I would love to have knowledge of the parks and trails to be more accessable... especially trails. A map of the parks and trails on the cities web page would be useful. I also would like to stress that our parks system has lost a lot of its appeal by removing older and "more dangerous" equipment from the parks and replacing it with newer and more younger child friendly play structures. For example removing the old metal twirl slide, teeter-toters, climbing cage and merry-go-round from McCormick and installing one plastic play structure. In effect replacing exciting and fun toys with average and boring toys. I take my 5 year old to the park and he goes down the slide 4 or 5 times when prompted and then wants to go. I have to start up a game of tag or an imaginary play game completely lead by an adult to keep him entertained. And I know this is a common occurance as whenever we are there with other families and I start playing with my nephew all, and I mean ALL, of the children come over to try to join our game, even if it is an inactive game of pretending to cook imaginary food and serve it to each other. The kids are bored, they are longing for some excitement or what we as young children called Fun!

The disc golf course is wonderful addition to both the park and St Helens community. I hope to see continued support from at johns in the development of the McCormick park course.

More disc golf please!

there could be more benches and tee's at disc golf course

We love the disc golf at McCormick!!

Very happy with new disc golf course. I use to drive to Portland to play. Great course and use of space.

The disc golf course has the potential to be amazing. It also seems be bringing in a lot of outside (Portland) traffic which is great for the surrounding businesses.
Add more disc golf courses
Benches for the disc golf course.
Disc golf is going to be huge in the coming years, more courses like McCormick would be great.
I may not use all the facilities at the moment, I have 2 1/2 yo boy that loves to go to the Park and play on the playground. Safety at these places are my #1 concern at the moment. As he grows older, the sport areas will be important as he starts to play sports. Part of our problem, is that there seems to be several parks with things to do, but I only knew of a few of them. Also, I saw about an indoor pool, the only one I know of is Eisenschmidt. Is there another that is unknown? As we live in Deer Island, and St. Helens is the closest town near us and the school district we belong to, it would be nice to be able to utilize everything as we are town residents too.
Civic Pride Park kind of neglected. Lovely rock trail not well-maintained. Needs some TLC and maybe a few trees planted. Would LOVE to go to Sand Island if City could provide a way to get there! Need to have garbage cans at both ends of Nob Hill Nature Park. Heinie H. Park so cool, but kind of underused. Formerly talk of dog park there. Good idea! McCormick Pak dog park (IF it remains there) needs to be enclosed by fence. Trails between Parks in old part of City (18th St. to River) need to be developed to link all together. Also, can Municipal Court get Community Service Workers to REGULARLY clean up non-park trails (like between Nob Hill & the Armory and at the bottom of the stairs between St. Helens Apts. & the Dockside and the hilly trail between the swim pool and Old Portland Road area)? Much of the heavily used walking system in this town (so convenient & very lovely) is full of trash & grafitti and even drug paraphenalia. Sad there is so little pride in our charming town. Use Community Service workers to better the community. One more 'trail' issue is that the Old Town/Nob Hill area needs to have the staircases (by St. Helens Apt., by John Gumm and the one on the way to the Armory) regularly pressure washed. They are mossy and slick when rainy, plus moss eats cement, eventually. Also needing regular pressure washing and clean up are the the other sidewalks (with bumps for traction) on way to the Plaza (alleyway) and to John Gumm. It is all very neglected and they are well-used and quaint but it looks as if no one cares. Can the city also fix the sidewalk next to empty lot on South 2nd street just across from John Gumm? It's a hazard and has been this way for over a decade? Love the parks system and am glad you are asking about it. Appreciate the readily available dog poop bags, too! Overall, doing a really good job with the Parks. Can you tell I'm a walker?!
There are no covered playground areas for young children, so the playground equipment is slippery and dangerous when it is wet. It would be wonderful if this is on the list of stuff to fix (I understand that running these parks is probably harder than it looks.) I also think that updating Godfrey Park should be high on the list - it has a higher than average amount of children that go to it, compared to other parks (visiting family members for the halfway house across the street, situated in the middle of a residential area), and the only playground equipment is the somewhat broken teeter totters and what we jokingly call "the slide of death" (seriously, it's pretty tall!) I have some ideas for lower-cost (comparatively), safe, fairly popular playground ideas for kids. Is there anywhere to submit them?

Turn McCormick parks baseball field next to playground into a playable soccer field. Ground needs to be softer. Campbell park playground needs more regular cleaning. It's always really gross when I go there so we stopped going.

I wish we had a Parks and Rec community center with a nice, heated children's pool and more organized activities and programs for kids.

Although I live alone and use the parks to walk my dog or just sit and enjoy. I use them much more with my grandchildren who also live here. I think we need to keep parks safe and fun for kids. Softball & baseball is an important activity for our kids and fields need to be maintained for the safety of our kids. My grandkids don't play soccer but many do and this is also an important feature to have for our kids.

The BMX track really needs to be sprayed so there isn't a lot of grass. It also needs a better drainage system when it rains. Both would make it safer for mine and the community's children.

APPENDIX B: PUBLIC FORUM MINUTES

City of St. Helens CITY COUNCIL

Public Forum Minutes

April 16, 2014

Members Present:

Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present:

John Walsh, City Administrator
Jon Ellis, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Neal Sheppeard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director
Jenny Dimsho, RARE Student

Others:

Janet Abbott	Larry Preston	Howard Blumenthal
Bert Mueller	Don Patterson	Elisa Mann
Ruth Little	Jim Vogland	John Brewington
Drew Barbier	Lona Pierce	Patrick Birkle
Nancy Herron	Janine Salisbury	Brady Preheim
Dan Cary	Jim Steward	

**Public Forum****Parks & Trails Master Plan**

Jenny Dimsho, RARE Student and project manager, presented her PowerPoint presentation which is included in the packet for this meeting.

Public Comment

◆Patrick Birkle. This is great! He did the survey and there has been a lot of talk about it. He pointed out a few things to keep in mind. 1) Consider the effect on native species. 2) Provide water trails for canoeing and kayaking. 3) Provide an evening work session to review the plan and discuss ideas with the public.

◆Bert Mueller. The master plan is fantastic! Great job! It's nice to see some planning go into this and not just hit or miss. He is with the St. Helens Sports Booster Club. Kids are more occupied with organized sports these days. The master plan particularly addresses individualized activities for adults. The tennis courts at Campbell Park are mentioned in the plan. However, the tennis courts at the high school are used even more often by students and adults. There are cracks that are causing hazards and maintenance issues. The high school tennis courts need to be completely renovated. There are grants that require a 50% match, which will be about \$100,000. The high school is also in need of artificial turf on the fields. The cost for the turf is over \$1 million. This would impact the community by attracting tournaments and sporting events.

♦Lona Pierce. She was gone during the whole survey period. She is particularly interested in the wild natural areas still remaining in a lot of the parks. As mentioned by Birkle, she would also like to participate in a work session to discuss the master plan and create an outline of natural areas and native species. Pierce agreed that organized sports areas in Campbell Park and McCormick park are important. There is also area on school property. She does not want to see all of our green space turned into sports fields.

♦Allen King. He found the presentation interesting. He never thought himself as being normal. He likes to walk and that seems to be the majority of responses in the survey. However, what people value the most does not seem to be included in the improvement plan. He loves the trail at McCormick Park but would like to occasionally walk on a different trail that includes parking, a restroom and a reasonably well drained gravel path. Outside of McCormick Park, the playground amenities are lacking. Not all open space should be dedicated to team sports. He would like space left for families to be creative.

♦Steve Topaz. He is following up on a comment that parks make cities better. There is no excuse not to have parks. The problem is that we don't have a lot of parks west of Highway 30. People coming out here from Portland say our City feels safe. He would like to see more access to the waterfront. He would also like to see a pedestrian trail over the top of the railroad on Highway 30. It would be nice to have a path leading down to the big ditch in Godfrey Park. We have deer and wildlife wandering through this town. We ought to capitalize on that. Connecting us to the waterfront and kayaking brings people out here. There are a lot of walkers and bikers in St. Helens. He would also like to see plans for the Boise veneer property area included in the master plan; such as a splash park and wading pool. Waterfronts draw people.

♦Howard Blumenthal. He likes the idea of all the nature parks. We need to look at protecting our native plants.

♦John Brewington. He is on the Parks Commission. He thanked Jenny for all her hard work. This is a big job that the Parks Commission could not do on its own. St. Helens has a really good parks system and we can continue to add to it.

♦Janet Abbot. Thank you, Jenny. She came with her wish list and almost everything was addressed during Jenny's presentation. There is a walkway that comes down from River Street to Grey Cliffs Park. Those stairs are becoming more difficult to use as she gets older. She would like to see those included in the plan to be repaired.

♦Ashley Baggett. She works for the Public Health Foundation and lives in this community. She also coaches rugby and is an avid runner. She has worked with Jenny on statistics for obesity and physical inactivity. This is hugely important. When we have an environment that leads towards healthy lives then we'll have a healthy vitality as well. We are on the right path. Thank you, Jenny.

♦Janine Salisbury. She is a resident of St. Helens and the Business Manager for the St. Helens School District. She is here on behalf of our students. They are building the foundation for a lifetime of healthy bodies and healthy habits and we don't have the facilities that will accommodate all of their needs for activity. She frequently receives phone calls asking to use facilities and she has to tell them they're already booked. We don't have room. She would be grateful for the City's partnership with athletic fields and basketball courts.

♦Patrick Birkle. He is Chair of the City's Budget Committee. We have to keep in mind that to

make this work it takes volunteer time and working together. He encouraged everyone to come to the next Budget Committee meeting.

Council President Morten acknowledged the Parks Commission members who are here tonight, John Brewington and Howard Blumenthal. He encouraged everyone to come to the next Parks Commission meeting.



ATTEST:

A handwritten signature in cursive script, reading "Kathy Payne".

Kathy Payne, City Recorder

A handwritten signature in cursive script, reading "Randy Peterson".

Randy Peterson, Mayor









APPENDIX C: DALTON LAKE RECREATION PLAN

In July 2010, the City conducted an analysis of the Dalton Lake Recreation Area because of a potential grant opportunity. The work presented in these documents has not been presented to the public, but still represents significant time and effort researching the private property owners, potential trailhead locations, and possible recreational improvements for the area, most of which are still very relevant for the area. They are included as an Appendix of this Plan so that the information compiled during their creation does not get lost and can possibly be incorporated into the Dalton Lake Recreation Area recommendations included in Chapter 6 of this Plan.



Existing Trails & Potential Improvements



-  Rutherford Parkway: existing paved approximate 8' wide multi-use pathway. Light to moderately sloped. Motor vehicles prohibited. Connects City of St. Helens to Columbia City.
-  Dalton Lake west path: dirt road along electricity lines/wide dirt trail curves up and over cliffs. Moderately sloped path, no erosion problems.
-  Dalton Lake east path: gated gravel road first approx 500 ft., level dirt road thereafter with erosion issues. May need raised walkway improvements to protect habitat and traverse muddy areas with poor drainage.
-  Side Trails to potential Observation or Picnic areas: generally narrow foot paths. Light to moderate slope on north and west sides of lake, level on east side.
-  Private Property: road continues into clearing becoming wide and level sandy path. Need to acquire right of access for public use.
-  Madrona Court Trail: potential site for trailhead and parking. Narrow trail to Westside path with light slope. Need to acquire right of access for public use.
-  Lower Cliff footpath: dangerous and steep path at base of cliffs. This narrow trail may not be recommended for development.
-  Neighborhood Access: footpath through Spinnaker Way open space. No apparent public access.

DALTON LAKE RECREATIONAL PLAN



City of St. Helens

July 2010
Map 1 of 3

Sources: 2009 Orthophoto courtesy of Oregon Department of Transportation.
Trails and path conditions recorded via GPS June 18, 2010 by City of St. Helens. Created by JG/ST.





Land Ownership & Potential Trailheads

The Dalton Lake area is entirely within the City of St. Helens Urban Growth Boundary. The lower portion is within St. Helens city limits, with the majority outside. The city limits of Columbia City abuts the north side of the Dalton Lake site.

The City of St. Helens owns property to the northwest of Dalton Lake where its water filtration plant is located, though this does not abut the lake itself. Otherwise, Dalton Lake and the surrounding area is either in private ownership amongst multiple parties or owned by the Oregon Department of Transportation (ODOT). ODOT has used the property as a wetland mitigation site, thus any improvements would require coordination with at least the Oregon Division of State Lands. The City and ODOT have an agreement that allows the City to use the Dalton Lake area as a "passive recreation site" area for public benefit and enjoyment. This agreement has been in place since 2009. Acquisition and annexation of this property may be necessary for the City to achieve all goals for the area. With annexation the City would have to create a new Open Space zoning district in accordance with its Comprehensive Plan.

Trailhead #1, Columbia City off 4th Place. This is the northernmost extent of the Rutherford Parkway non-motorized multiuse path. Vehicle parking is very limited. On street parking along 4th Place is complicated by a no-parking emergency vehicle turn around area and competition with existing residential uses. The City of St. Helens water treatment facility is in this area with approximately one-half dozen parking spaces. This is a gated facility however with constrained public access. Parking and other improvements are generally constrained by land ownership and topography.

Trailhead #2, Oregon Street. This is the southernmost extent of the Rutherford Parkway non-motorized multiuse path. Some parking is currently available informally along the west side of Oregon Street on a wide gravel shoulder. There is a manufactured home park in the immediate area as well as City Shops, and County Road Department and Animal Control offices further south and on the east side of Oregon Street. Formal parking and improvements are constrained by a lack of vacant land and railroad right-of-way where much, if not most, of the aforementioned on-street parking takes place.

Trailhead #3, Madrona Court. This is a potential trailhead off of the Dalton Drive right-of-way, currently an approximate 130' long right-of-way off Madrona Court. This property is in private ownership, though undeveloped. Because of its vacant state, there is more developable potential at this location for trailhead improvements, parking, public restrooms, etc.

Trailhead #4, Columbia City off Spinnaker Way. This is a trailhead for private residential development within Columbia City. As such, any improvement here is unlikely.

Dalton Lake Recreational Plan

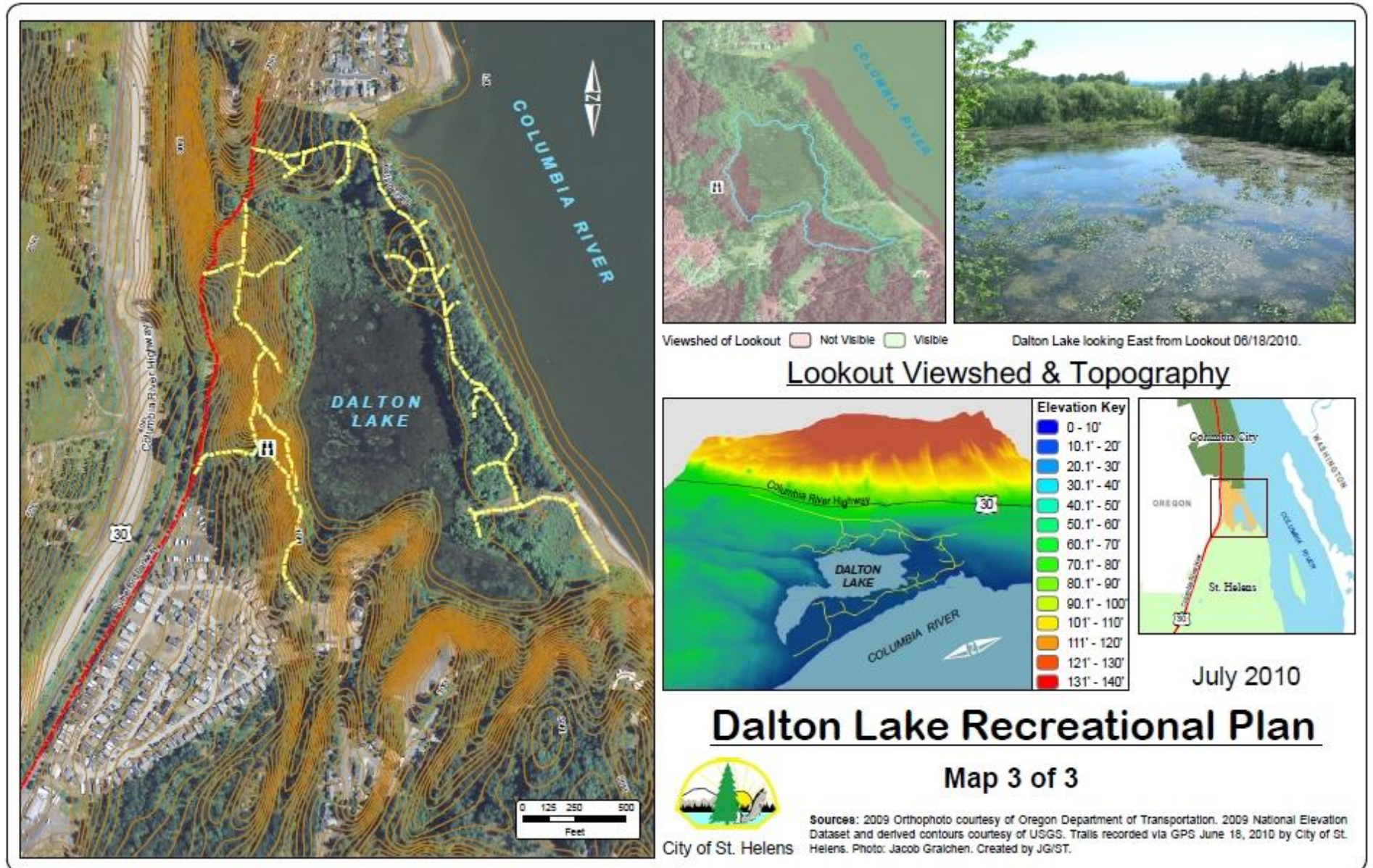


City of St. Helens

Sources: 2009 Taxlots courtesy of Columbia County Assessor. Trails and path conditions recorded via GPS June 18, 2010 by City of St. Helens. Created by JG/ST.

July 2010
Map 2 of 3





APPENDIX D: NATIVE PLANT SURVEYS

Dalton Lake Plant Survey I July 10, 2013 Columbia County, Oregon

Contributors: Chas McCoy, Jane Hartline, Dan Cary, Lona Pierce

Survey includes eastside riverfront trail and lake edge, trail to west lake edge, forest trail up to bluff overlooking lake, and paved trail to Columbia City.

Trees

Bigleaf maple	Acer macrophyllum
Western red cedar	Thuja plicata
Douglas fir	Pseudotsuga menziesii
Western hemlock	Tsuga heterophylla
Grand fir	Abies grandis
Sitka spruce (1-below bluff)	Picea sitchensis
Cottonwood	Populus balsamifera
Oregon ash	Fraxinus latifolia
Sitka willow	Salix sitchensis
Scouler's willow	Salix lucida
Pacific willow	Salix lucida
White oak	Quercus garryana
Red alder	alnus rubra
Cascara	Rhamnus purshiana
Beaked hazelnut	Corylus cornuta

Shrubs

Snowberry	Symphoricarpos albus
Thimbleberry	Rubus pariflorus
Red elderberry	Sumbucus racemosa

Dull Oregon grape
Tall Oregon grape
Black hawthorn
Nootka rose
Western wahoo
Oceanspray
Oval-leaf viburnum
Baneberry
Serviceberry
Poison oak
Red-osier dogwood
Indian plum
Hardhack
Salmonberry
Vine maple

Mahonia nervosa
Mahonia aquifolium
Cretaegus douglasii
Rosa nutkana
Euonymus occidentalis
Holodiscus discolor
Viburnum ellipticum
Actaea rubra
Amelanchier alnifolia
Rhus diversiloba
Cornus stolonifera
Oemleria cerasiformis
Spirea douglasii
Rubus spectabilis
Acer circinatum

Upland wildflowers/sedges/grass

Woodlands & edges

Pacific waterleaf	Hydrophyllum tenuipes
Hooker's fairybells	Disporum hookeri
Columbian tiger lily	Lillium columbianum

False lily of the valley
False Solomon's seal
Western trillium
Great camas
Large-leaf avens
Dewberry
Small-flowered forget-me-not
Bedstraw
Candy flower
Miner's lettuce
Vanilla leaf
Stinging nettle
Sweet cicely
Licorice fern
Bracken fern
Lady fern
Sword fern
Fireweed
Piggyback plant
Mitrewort spp.
Fringecups
Inside-out flower
Wild cucumber
Pearly everlasting
Fleabane spp.
Common beggarticks
Jewelweed
Western wood violet
Hemp dogbane
Upland sedges (3 species)
Vetch spp.

Maianthemum dilitatum
Smilacina racemosa
Trillium ovatum
Camassia leichtlinii
Geum macrophyllum
Rubus ursinus
Myosotis laxa
Galium aparine
Claytonia perfoliata
Claytonia sibirica
Achlys triphylla
Urtica dioica
Osmorhiza chilensis
Polypodium glycyrrhiza
Pteridium aquilinum
Athyrium filix-femina
Polystichum munitum
Epilobium angustifolium
Tolmiea menziesii
Mitella
Tellima grandiflora
Vancouveria hexandra
Marah oreganus
Anaphalis margaritacea
Erigeron
Bindens frendosa
Impatiens noli-tangere
Viola glabella
Acopynum cannabinum
Carex
Vicia

Bluff area

Broadleaf stonecrop
Wild hyacinth
Nuttall's larkspur

Wetlands/aquatics

Soft-stem bulrush
Coontail
Scouring rush
Slough sedge
Bladderwort spp.
Pond lily
Wapato
Common duckweed
Giant duckweed
Dewey's sedge
Water smartweed
Skunk cabbage
Pondweed spp.
Burreed spp.
Common mare's-tail

Nonnative/invasive species

English holly
English hawthorn hybrid
English ivy
Bindweed
Nipplewort
Reed canarygrass
Orchard grass
Himalyan blackberry
Herb Robert

Sedum spathulifolium
Brodiaea hyacinthina
Delphinium nuttallii

Scirpus lacustris
Ceratophyllum demersum
Equisetum hyemale
Carex obnupta
Utricularia
Nuphar polysepalum
Sagittaria latifolia
Lemna minor
Spirodela polyrrhza
Carex deweyana
Polygonum amphibium
Lysichiton americanum
Potamogeton
Sparganium
Hippuris vulgaris

Ilex aquifolium
Crataegus
Hedera helix
Convolvulus
Lapsana communis
Phalaris arundinacea
Dactylis glomerata
Rubus discolor
Geranium robertianum

Birdsfoot trefoil
Canada thistle
Creeping buttercup
Black plaintain
Broadleaf plaintain
Curly dock
Cats' ear spp.
Bittersweet nightshade
Chickweed spp.
California myrtle

Lotus corniculatus
Cirsium arvense
Ranunculus repens
Plantago lanceolata
Plantago major
Rumex crispus
Hypochaeris
Solanum dulcamara
Cerastium
Umbellularia californica

Bird cherry
Queen Anne's lace
St. John's wort
Water purslane
Pennywort
Tanacetum vulgare
Prunella
Trifolium repens
Trifolium pretense
Leucanthemum vulga

Prunus padus
Daucus carota
Hypericum perforatum
Lugwigia palustris
Tansy ragwort
Self-heal spp.
White clover
Red clover
Oxeye daisy

Flora of Nob Hill Nature Park

St. Helens, Columbia County, Oregon

Prepared by Wilbur L. Bluhm, Willamette Valley Chapter, Native Plant Society of Oregon. August 2010.

Organization and Nomenclature are by Oregon Flora Project and Oregon Plant Atlas, Herbarium, Department of Botany and Plant Pathology, Oregon State University, 2010. Nob Hill Nature Park, approximately 6 acres in size, is at southern end of South 3rd Street in St. Helens, Oregon, in Township 4N, Range 1W, Section 3. Elevation is about 55 feet, varying with the lower and higher areas within the Park.

Key:

* = introduced species

[?] = uncertain identification, nomenclature, or presence

[name] = synonym; often now an obsolete name

I. Pteridophytes (Ferns & Their Relatives)

***Dryopteridaceae*,**

Polystichum munitum, Western Sword Fern

***Woodsiaceae*, Cliff Fern Family**

Athyrium filix-femina var. *cyclosorum*, Northwestern Lady Fern

II. Gymnosperms (Conifers)

***Pinaceae*, Pine Family**

Pseudotsuga menziesii var. *menziesii*, Douglas Fir - tree

III. Dicotyledons (Broadleaved Plants With 2 Seed Leaves)

***Aceraceae*, Maple Family**

Acer circinatum, Vine Maple - shrub, tree

***Anacardiaceae*, Sumac Family**

Toxicodendron [Rhus] *diversilobum*, Poison Oak - shrub, vine

***Apiaceae*, Parsley Family**

* *Daucus carota*, Queen Anne's Lace, Wild Carrot - herb

***Araliaceae*, Ginseng Family**

* *Hedera helix*, English Ivy - vine

***Asteraceae*, Aster, Daisy, or Sunflower Family**

* *Cirsium arvense*, Canada Thistle - herb

* *C. vulgare*, Bull Thistle, Common Thistle - herb

Gnaphalium stramineum [chilense], Cotton Batting Cudweed

* *Hypochaeris radicata*, False Dandelion, Hairy Cat's Ear - herb

* *Lapsana communis*, Nipplewort - herb

* *Mycelis* [Lactuca] *muralis*, Wall Lettuce - herb

* *Sonchus asper*, Prickly Sow Thistle - herb

* *Tragopogon dubius*, Yellow Salsify - herb

***Berberidaceae*, Barberry Family**

Mahonia [Berberis] *aquifolium*, Tall Oregon Grape - shrub

***Brassicaceae*, Mustard Family**

Cardamine nuttallii var. *nuttallii* [pulcherrima var. *tenella*],

Slender Toothwort, Spring Beauty - herb

* *Lunaria annua*, Honesty, Silver Dollar Plant - herb

***Caprifoliaceae*, Honeysuckle Family**

Symphoricarpos albus var. *laevigatus*, Common Snowberry - shrub

Viburnum ellipticum, Oregon Viburnum, Oval Leaved Viburnum - shrub

***Caryophyllaceae*, Pink Family**

* *Dianthus armeria* ssp. *armeria*, Grass Pink, Deptford Pink - herb

* *Lychnis coronaria*, Rose Campion - herb

[?*] *Silene conica*, Striated Catchfly - herb

***Convolvulaceae*, Morning Glory Family**

* *Convolvulus arvensis*, Field Bindweed, Wild Morning Glory - vine

Cornaceae, Dogwood Family

Cornus sericea, Creek Dogwood, Red Osier Dogwood - shrub

Fabaceae, Pea Family

Lupinus polyphyllus var. *polyphyllus*, Bigleaf Lupine - herb

* *Trifolium pratense*, Red Clover - herb

* *Vicia cracca*, Bird Vetch - herb

Fagaceae, Beech Family

Quercus garryana var. *garryana*, Oregon White Oak - tree

Hydrophyllaceae, Waterleaf Family

Phacelia nemoralis ssp. *oregonensis*, Oregon Phacelia - herb

Hypericaceae, St.Johnswort Family

* *Hypericum perforatum*, Goatweed, Klamathweed - herb

Lamiaceae, Mint Family

* *Lamium* [?] *galeobdolon*, Yellow Archangel] - herb

* *L.* [?] *purpureum*, Red Dead Nettle] - herb

Oleaceae, Olive Family

Fraxinus latifolia, Oregon Ash - tree

* *Syringa vulgaris*, Common Lilac - shrub

Plantaginaceae, Plantain Family

* *Plantago lanceolata*, Buckhorn Plantain, English Plantain - herb

Polygonaceae, Buckwheat Family

* *Persicaria maculosa* [Polygonum persicaria],
Spotted Ladysthumb, Heartweed - herb

Portulacaceae, Purslane Family

Claytonia sibirica, Candyflower, Siberian Montia - annual herb

Ranunculaceae, Buttercup Family

Delphinium [?] *trolliifolium*, Poison Larkspur] - herb

Rosaceae, Rose Family

Amelanchier alnifolia var. *semiintegrifolia*, Western Serviceberry - shrub

Fragaria vesca ssp. *bracteata*, Woodland Strawberry - herb

Holodiscus discolor, Creambush Oceanspray - shrub

Oemleria cerasiformis, Indian Plum - shrub

* *Prunus avium*, Sweet Cherry - tree

* *P. Xdomestica*, Common Plum - tree

Rosa sp., Rose - shrub

* *Rubus armeniacus*, Himalayan Blackberry - vine, shrub

* *Sorbus* [?] *aucuparia*, European Mountain Ash] - tree

Rubiaceae, Madder Family

Galium aparine, Common Bedstraw, Stickywilly - vine, herb

Salicaceae, Willow Family

Populus trichocarpa, Black Cottonwood - tree

Saxifragaceae, Saxifrage Family

Tellima grandiflora, Fringecup - herb

Scrophulariaceae, Figwort Family

* *Pentstemon viscosa*, Bright Eyes, Yellow Pentstemon - herb

* *Verbascum thapsus*, Common Mullein, Flannel Mullein - herb

Veronica serpyllifolia [?] var. * *serpyllifolia*, Thyme Leaved Speedwell - herb

IV. Monocotyledons (Plants with Parallel Veined Leaves, With One Seed Leaf At Germination)

Araceae, Arum Family

* *Dracunculus vulgaris*, Dragon Arum, Voodoo Lily - herb

Cyperaceae, Sedge Family

Carex sp., Sedge - grass-like herb

Iridaceae, Iris Family

Iris tenax var. *tenax*, Oregon Iris - herb

Juncaceae, Rush Family

Juncus bufonius, Toad Rush - grass-like herb

***Liliaceae*, Lily Family**

Camassia [?] *quamash* var., Common Camas] - bulb

Erythronium oregonum, Giant Fawn Lily - bulb

Fritillaria affinis, Checker Lily - bulb

Trillium ovatum ssp. *ovatum*, Western White Trillium - bulb

***Poaceae*, Grass Family**

[*] *Agrostis* sp., Bentgrass

* *Cynosurus echinatus*, Hedgehog Dogtail

* *Dactylis glomerata*, Orchard Grass

* *Holcus lanatus*, Common Velvet Grass, Yorkshire Fog

* *Lolium perenne*, Perennial Ryegrass, English Ryegrass

* *Phalaris arundinacea* var. *arundinacea*, Reed Canarygrass

* *Poa pratensis* ssp. *pratensis*, Kentucky Blue Grass

underline words are added
~~words stricken~~ are deleted

Chapter 19.34
PARKS AND TRAILS MASTER PLAN

Sections:

19.34.010 Parks and Trails Master Plan adoption by reference.

19.34.010 Parks and Trails Master Plan adoption by reference.

The city hereby adopts the Parks and Trails Master Plan, attached to the ordinance codified in this chapter as Attachment “A” and made part of this reference, as an addendum to the St. Helens Comprehensive Plan (this title).

**CITY OF ST. HELENS PLANNING DEPARTMENT
FINDINGS OF FACT AND CONCLUSIONS OF LAW
Comprehensive Plan Amendment CP.1.15**

APPLICANT: City of St. Helens

LOCATION: N/A

PROPOSAL: Adopt the Parks and Trails Master Plan as an addendum to the Comprehensive Plan (Title 19 SHMC).

The 120-day rule (ORS 227.178) for final action for this land use decision is not applicable.

BACKGROUND

The Parks and Trails Master Plan (“the Plan”) is an update to the 1999 Parks Master Plan. It is the first Master Plan in St. Helens to examine the existing trail inventory and trail route recommendations. Chapters 1-7 of the Plan were prepared by a placement from the 2013- 2014 Resource Assistance to Rural Areas (RARE) AmeriCorps Program, based out of the University of Oregon’s Community Service Center. The final chapter, the Parks and Trails Capital Improvement Plan, was completed by staff.

PUBLIC HEARING & NOTICE

Hearing dates are as follows:

May 12, 2015 before the Planning Commission

June 3, 2015 before the City Council

Notice was published in the The Chronicle on April 29, 2015. Notice was sent to the Oregon Department of Land Conservation and Development (DLCD) on April 8, 2015.

AGENCY REFERRALS & COMMENTS

As of the date of this staff report, the following agency referrals/comments have been received that are pertinent to the analysis of this proposal:

DLCD: Many of the proposed park trails, paths and bike facilities in the Plan involve streets. The city should amend the Transportation System Plan as well so there is agreement on project timing, funding and recommendations for improvement. This is of particular importance for the trails that appear to be adjacent to roads and streets and serve the bicycle-pedestrian use function for not only recreation, but for actually getting from point A to point B in the city like a sidewalk system and bike lanes would.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.20.120(1) – Standards for Legislative Decision

The recommendation by the commission and the decision by the council shall be based on consideration of the following factors:

- (a) The statewide planning goals and guidelines adopted under ORS Chapter 197, including compliance with the Transportation Planning Rule, as described in SHMC 17.08.060;
- (b) Any federal or state statutes or guidelines found applicable;
- (c) The applicable comprehensive plan policies, procedures, appendices and maps; and
- (d) The applicable provisions of the implementing ordinances.

(a) Discussion:

The statewide planning goals that technically apply or are related to this proposal are Goal 1, Goal 2, Goal 5, Goal 8, and Goal 11.

Finding: Statewide Planning Goal 1: Citizen Involvement.

This goal requires the development of a citizen involvement program that is widespread, allows two-way communication, provides for citizen involvement through all planning phases, and is understandable, responsive, and funded.

Generally, Goal 1 is satisfied when a local government follows the public involvement procedures set out in the statutes and in its acknowledged comprehensive plan and land use regulations.

The City's Development Code is consistent with State law with regards to notification requirements. Pursuant to SHMC 17.20.080 at least one public hearing before the Planning Commission and City Council is required. Legal notice in a newspaper of general circulation is required too. The City has met these requirements and notified DLCD of the proposal.

The public engagement process for this plan has been very comprehensive. There have been over 15 input gathering sessions that began in October 2013 with the Parks Commission, the Bicycle and Pedestrian Commission, and the Planning Commission, all of which were open to the public. Current park and trail levels of satisfaction were collected through a month-long, online survey, the results of which are memorialized in the Needs Assessment in Chapter 5. A well-attended Parks and Trails Public Forum was held on April 16, 2014 where residents were given a presentation of draft park and trail proposals and had the option to record their feedback publicly or complete a hardcopy comment worksheet. Additional park and trail feedback was gathered from various service groups, clubs, and one-on-one interviews throughout the planning process. More details about the public engagement process is listed in the Needs Assessment of Chapter 5.

Given the substantial amount of public vetting for the Plan, scheduled public hearings, and notice provided, Goal 1 is satisfied.

Finding: Statewide Planning Goal 2: Land Use Planning.

This goal requires that a land use planning process and policy framework be established as a basis for all decisions and actions relating to the use of land. All local governments and state agencies involved in the land use action must coordinate with each other. City, county, state and federal agency and special districts plans and actions related to land use must be consistent with the comprehensive plans of cities and counties and regional plans adopted under Oregon Revised Statutes (ORS) Chapter 268.

The City and State (i.e. DLCD) coordinated with regard to the adoption of this proposal.

County-wide data and priorities from the Statewide Comprehensive Outdoor Recreation Plan (SCORP) 2013-2017 created by the Oregon Parks and Recreation Department (OPRD) were addressed in Chapter 5 of the Plan. City of St. Helens Comprehensive Plan consistency is addressed further below. There are no other known federal or regional documents that apply to this proposal.

Given the inclusion of local, state, regional and federal documents, laws, participation and opportunity for feedback as applicable, Goal 2 is satisfied.

Finding: Statewide Planning Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces.

It is the purpose of this goal to protect natural resources and conserve scenic and historic areas and open spaces.

Natural resource areas play an important role in the balance of an active and passive parks and recreation system. Many city parks contain natural areas that afford a passive recreational experience. There are also natural areas, such as Dalton Lake Recreation Area that play a critical role in the overall park system. The plan addresses these areas and identifies future projects that will enhance the overall natural resource system, supporting the intent of Goal 5. Therefore, Goal 5 is satisfied.

Finding: Statewide Planning Goal 8: Recreational Needs

It is the purpose of this goal to satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of the necessary recreational facilities including destination resorts.

The plan's purpose is to establish the long-term framework for enhancing the livability of the community for residents, employees, and visitors for the next 10-15 years. The provision of parks, trails, and recreation facilities and amenities is a crucial aspect of the plan. Given that the development and implementation of the Parks and Trails Master Plan plays a keystone role in satisfying the recreational needs of citizens of the state, and visitors to the community, Goal 8 is satisfied.

Finding: Statewide Planning Goal 11: Public Facilities and Services

It is the purpose of this goal to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Ensuring proposals for parks and recreation amenities are located at equal intervals and are easily accessible for all residents throughout the community has been an important consideration throughout the planning process. Namely, an identified need for parkland on the west side of US Highway 30 has been addressed through park project recommendations. Further, incorporating a Trails Master Plan into the Parks Master Plan has ensured the trail network proposals are efficiently arranged, taking into consideration the location of existing parks and future park projects. For these reasons, Goal 11 is satisfied.

The proposed amendments to the St. Helens Comprehensive Plan are either consistent with the intent of the Statewide Goals, or the Goals are not applicable because the plan does not affect issues addressed by the Goal.

(b) Discussion: This criterion requires analysis of any applicable federal or state statutes or guidelines. There are no applicable federal statutes. The applicable state guideline is the 2013-2017 Oregon Statewide Comprehensive Outdoor Recreation Plan (SCORP). The SCORP is Oregon's five-year plan for outdoor recreation. It also provides guidance for Oregon Parks and Recreation Department (OPRD) grant programs. The OPRD supports the implementation of key statewide and local planning recommendations through partnerships and OPRD-administered grant programs.

Finding: County-wide data and priorities from the 2013-2017 SCORP were addressed in Chapter 5 of the Plan. Specifically, Columbia County's top ranked recreation needs for the future as assessed by the SCORP's public involvement process, are public access sites to waterways, soft surface walking trails and paths, and children's playgrounds made of natural materials. All these priorities are incorporated in the Plan's list of high priority park and trail projects.

(c) Discussion: This criterion requires analysis of applicable comprehensive plan policies, procedures, appendices, and maps. Organized by section, applicable Comprehensive Plan policies include:

Finding: SHMC 19.08.040 Transit Policies

(3)(g) *Plan and develop street routes to help alleviate Hwy 30's traffic load*

(3)(j) *Develop a plan for walking trails*

(3)(k) *Maintain, implement and update the bikeway plan*

The plan includes 18 mostly off-street trail route proposals totaling 10.17 miles, 3 bicycle and 3 pedestrian fitness routes that utilize existing pedestrian infrastructure, and a trail classification system with design trail feature examples. Full implementation of the on-

street and off-street trail proposals may help to reduce US Highway 30's traffic load, by reducing the number of local trips that require a car. The Plan satisfies these criteria.

Finding: SHMC 19.08.060 Natural Factors and Local Resources Policies

- (3)(a) *Participate in resource management planning through participation in collective federal, State, and regional agency planning programs.*
- (3)(b) *Consider airshed and water resources capacities in reviewing all plans, ordinance and permits for land development actions.*
- (3)(e) *Encourage the preservation of those forest lands between Columbia City and St. Helens.*
- (3)(f) *Encourage the preservation, restoration, and functionality of the open space corridors or rezone to open space zone the following lands:*
 - (i) *The canyon-area adjoining Godfrey Park.*
 - (ii) *The unimproved gullies and creekbed systems.*
 - (iii) *The lands along significant riparian corridors and connecting wetlands.*
- (3)(g) *Direct development away from the Willamette River Greenway to the maximum extent possible; provided, however, lands committed to the urban uses within the Greenway shall be allowed to continue, and to intensify provided the activity is water-related or water-dependent. The City shall prohibit new non-water related or non-water dependent uses from within 150 feet of the Willamette River Greenway.*

Parks, open space designations, and hiking trails offer a way to preserve and restore the functionality of natural areas, while also offering substantial public benefit. Open space and natural areas provide opportunities for passive recreation and a place to gain a deeper appreciation for nature. The construction of low-impact hiking trails can guarantee that an open space corridor, like the unimproved gullies and valleys on the east side of Hwy 30 remain natural and will not be lost to future development. Likewise, developing Dalton Lake Recreation Area as a nature park as the plan suggests, will “encourage the preservation of the forested lands between Columbia City and St. Helens” and will encourage further restoration because of its nature park designation. The Plan satisfies these criteria.

Finding: SHMC 19.12.120 Open Space Policies

- (2)(a) *Attempt to acquire, where feasible, such identified lands for open spaces. Possible mechanisms include outright purchase, the acquisition of developmental rights or easements, the attainment of Bureau of Outdoor Recreation and HUD grants or loans, property exchanges, donations, and the acquisition of tax-foreclosed lands.*
- (2)(b) *Subject private development on such identified land to a Site Design Review procedure.*
- (2)(c) *Upon annexation to the City, zone Dalton Lake as Open Space.*
- (2)(d) *Encourage the development and redevelopment of lands which include or border all riparian corridors such as Scappoose Bay north to Willamette Greenway and west to Gable Road along Milton Creek through the use of development agreements and/or planned developments with flexible and innovative design techniques, transferable development rights, density transfer, including residential density bonuses and authorized mixed use development.*

The plan recommends obtaining Dalton Lake Recreation Area from the Oregon Department of Transportation, annexing it into the City, and adding it to the parks inventory. The requirement to zone Dalton Lake Recreation Area as open space remains consistent with the Plan's recommendations. The Plan recommends a trail route along Milton Creek from McCormick Park to the Columbia River and another route along Old Portland Road south to Scappoose. Both of these proposals involve developing the riparian corridors discussed in (2)(d). The Plan does not conflict with these criteria.

Finding: SHMC 19.08.030 Public Services and Facilities Policies

- (3)(o) *Develop a program whereby the city's park system can be maintained or expanded to serve the needs of anticipated growth*
- (3)(p) *Acquire sites for future parks as identified on the comprehensive plan map as far in advance as possible to have sites be within ½ mile of residential areas*

The parkland level of service analysis in Chapter 4 addresses future population growth and makes recommendations about how many acres and of what type of parks will be needed to meet the statewide recommended level of service. Chapter 7 suggests funding strategies for the park improvements needed to meet the recreational needs of anticipated population growth. Chapter 7 also recommends changes to improve the financial solvency of the Parks Department and Public Works Operations Division budget.

Chapter 4 also analyzes ½ mile radius to residential areas suggested in (3)(p) and recommends development of the Millard Rd. city-owned property into a community park to help meet this guideline. Even with the development of this property, there are still residential areas not served by a park within a ½ mile radius. The plan discusses the variety of variables that can change residential accessibility to a park, such as the presence of pedestrian infrastructure (sidewalks, off-street trails, crosswalks) or even the size of the park. Many jurisdictions have a larger radius service area (1 mile) for their regional parks and community parks, and lower service areas for pocket parks (1/4 mile) and neighborhood parks (1/2 mile). This criteria is met because the plan addresses anticipated growth and the recommended ½ mile service area for all residential areas.

CONCLUSION & DECISION

Based upon the facts and findings herein, the City Council approves of this Comprehensive Plan Addendum.

Randy Peterson, Mayor

Date

MATERIALS AND SERVICES CONTRACT

BETWEEN: **City of St. Helens**, a municipal corporation of the State of Oregon (“City”)
AND: **EcoNorthwest** (“Contractor”)
DATED: July, ____ 2015

RECITALS

A. The City is in need of Economic Analysis Services, and Contractor is qualified and prepared to provide materials and services to fill that need.

B. The purpose of this Contract is to establish the materials and services to be provided by Contractor and the compensation and terms for such materials and services.

NOW, THEREFORE, the parties mutually agree as follows:

1. Engagement. The City hereby engages Contractor to furnish the materials (“Materials”) and services (“Services”) specified in Attachment A, Scope of Work, attached hereto and incorporated herein by reference, and Contractor accepts such engagement. The principal contact on behalf of Contractor shall be Lorelei Juntunen, (503) 222-6060.

2. Scope of Work. The duties and responsibilities of Contractor, including a schedule of performance, shall be as described in Attachment A. Any changes to this Contract shall be in writing, signed by both parties, and shall be attached to and become a part of this Contract. The scope of work may include supplying “goods,” as defined in ORS 72.1050. References to “Work” herein refer to the provisions of both Materials (or goods) and Services.

3. Contract Documents.

3.1 The term “Contract Document” means this form, the Scope of Work, and any specifications, quotation, extensions, amendments, exhibits and documents incorporated by reference.

3.2 This Contract shall constitute the entire agreement between the parties concerning the Materials and Services. References to “this Contract” or “the Contract” include all Contract Documents.

3.3 Each party shall notify the other party of inconsistencies in the Contract Documents. If inconsistencies occur, the document or provision that will result in a better quality of Services shall have priority. Amendments have priority over all other Contract Documents, including amendments of an earlier date. Specifications have priority over this form. This form and specifications have priority over the quotation. The City may issue a written interpretation to resolve any inconsistencies in the Contract Documents, which shall be binding on Contractor so long as such interpretation is not unreasonable.

3.4 If any term or provision of a Contract Document is held by a court of competent jurisdiction to be invalid, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract Document did not contain the particular term or provision held to be invalid.

3.5 Notwithstanding Subsection 3.1, Contract Documents include any amendments or addenda issued by the City with the Request for Quotations that are attached to this form as attachments. After

this Contract is signed, the Contract Documents may be changed only by written amendments signed by authorized representatives of both parties.

4. Contract Term.

4.1 The initial term of this Contract begins on August 1, 2015 and ends on January 31, 2016 (“Contract Term”). The parties may agree to extend the Contract Term for two (2) successive periods of three (3) months each. Such extension shall begin on the day following the end of the initial term or the first extension. Extensions must be set forth in writing and signed by authorized representatives of both parties. The party requesting the extension must deliver a request for extension at least thirty (30) days before the Contract Term is scheduled to end.

4.2 A schedule of performance may be included in the specifications.

4.3 Notwithstanding Subsection 4.1, this Contract may be terminated before the end of the Contract Term, as provided in the Contract Documents.

5. Approvals. If the Contract Documents require approval of any thing, act, or document, the request for approval and the response must be given by persons with proper authority under the Contract Documents in the same manner as notices under Section 6. Approval will not be withheld unreasonably.

6. Notices.

6.1 Notices required by this Contract must be given in writing by personal delivery or by United States mail, first-class postage-prepaid, unless some other means or method of notice is required by law.

6.2 All notices to the City must be directed to the City Administrator. The City’s address for notices is:

City Administrator
City of St. Helens
PO Box 278
St. Helens OR 97051

6.3 Contractor’s address for notices is:

222 SW Columbia , St. #1600, Portland OR 97201

6.4 Each party shall notify the other of any change of address for notices.

7. Contractor’s Responsibility for the Work.

7.1 Time is of the essence on this Contract. Contractor shall perform the Work promptly and efficiently and in accordance with the provisions set forth in Attachment A. Contractor shall provide all labor, materials, tools, equipment and incidentals that are necessary for proper performance of the Work, including items that may be inferred from the specifications or from prevailing custom or trade usage as being necessary to produce the intended results.

7.2 Unless the specifications require certain means or methods, Contractor shall be responsible for the means and methods used for the Services.

7.3 Materials provided by Contractor must be of good quality and will be subject to the warranties provided by ORS 72.3120, ORS 72.3130, ORS 72.3140 and ORS 72.3150.

7.4 Contractor shall provide and properly supervise qualified workers. Workers must have any licenses and certificates required by applicable laws.

7.5 Contractor shall not assign any interest in this Contract or enter into subcontracts for the Services without the prior written approval of the City.

8. Use of Premises.

8.1 Provisions of this Contract that refer to “the Premises” will apply to the Work only if it is performed at the Premises, defined as real property, including buildings or other improvements that are owned or occupied by the City.

8.2 Contractor shall confine the Work performed at the Premises to areas and times stated in Attachment A, and Contractor shall avoid any unnecessary interference with the use of the Premises.

8.3 Contractor shall take reasonable precautions to prevent injury to persons and damage to property that may result from Contractor’s use of the Premises. Contractor shall remedy any damage to the Premises and other property of the City resulting from the Work.

9. Hazardous Chemicals. Contractor shall implement and bear the cost of precautions required for protection from “hazardous chemicals,” as defined in ORS 654.750 or OAR Chapter 437, that may be encountered at the Premises or used for the Work. The City and Contractor shall exchange material safety data sheets, label information, and instructions for precautionary measures for hazardous chemicals kept at the Premises by the City or used for the Work by Contractor. The City may prohibit use of particular hazardous chemicals.

10. Liability of City’s Officers, Employees and Agents. Officers, employees and agents of the City shall not have any direct, personal liability to Contractor.

11. No Agency. Contractor is engaged by the City as an independent contractor in accordance with ORS 670.600. Contractor, subcontractors, and their principals, employees and agents are not agents of the City as that term is used in ORS 30.265.

12. Indemnification.

12.1 Except as provided in Subsection 12.2, or as otherwise provided by applicable law, Contractor shall defend and indemnify the City and the City’s officers, elected officials, volunteers, employees and agents from all third-party claims arising from the Work, including third-party claims arising from injury to any person or damage to property, breach of this Contract by Contractor, or violation of applicable law by Contractor.

12.2 Contractor shall not be responsible for third-party claims resulting solely from the negligence or other wrongful acts or omissions of the City or the City’s officers, elected officials, volunteers, employees or agents.

13. Liability Insurance.

13.1 At all times while Contractor is performing Work at the Premises, Contractor shall, at Contractor’s expense, maintain in force insurance policies as set forth in Attachment B, which is attached hereto and incorporated herein by reference.

13.2 Prior to starting Work at the Premises, Contractor shall provide certificates of insurance for coverage required by this section, which will be subject to review and approval by the City Attorney. Each certificate must obligate the insurer to give written notice to the City thirty (30) days prior to termination or restriction of coverage. The City may reject a certificate which states that the insurer will merely “endeavor to mail” written notice.

14. Governing Laws. This Contract shall be interpreted and construed in accordance with the laws of the State of Oregon.

15. Compliance with Law.

15.1 Contractor shall comply with all applicable federal, state and local statutes, ordinances, administrative rules, regulations and other legal requirements in performance of this Contract.

15.2 Contractor shall comply with applicable laws, including ORS 279B.020, ORS 279B.220, ORS 279B.225, ORS 279B.230 and ORS 279B.235, which are incorporated herein.

15.3 Pursuant to ORS 279B.020, no person shall be employed for the Work for more than ten (10) hours in any one (1) day, or forty (40) hours in any one (1) week, except in cases of necessity, emergency, or when the public policy absolutely requires it. Except for persons who are exempt from overtime pay, persons who perform the Work shall be paid at least time and a half pay for legal holidays specified in a collective bargaining agreement or in ORS 279B.020(1)(b) and for time worked in excess of ten (10) hours a day or in excess of forty (40) hours a week, whichever is greater.

15.4 If Contractor is a nonresident bidder, as defined in ORS 279A.120(1)(a), and the compensation, as set forth in Attachment C attached hereto and hereby incorporated by reference, exceeds Ten Thousand Dollars (\$10,000), Contractor shall comply with ORS 279A.120(3).

15.5 Pursuant to ORS 279A.120(2)(a), Contractor shall use products that have been manufactured in Oregon, provided that price, fitness, availability and quality are otherwise equal.

15.6 Contractor shall not provide or offer to provide any appreciable pecuniary or material benefit to any officer or employee of the City in connection with this Contract in violation of ORS Chapter 244.

15.7 Contractor is a “subject employer,” as defined in ORS 656.005, and shall comply with ORS 656.017. Contractor shall provide workers’ compensation coverage for “subject workers,” as defined in ORS 656.005(28), employed to perform the Work. Before performing any Work, Contractor shall provide a certificate of insurance for workers’ compensation coverage or other proof of coverage, or certify that no subject workers will perform Work.

15.8 Contractor certifies that it currently has a City business license or will obtain one prior to delivering services under this Agreement.

16. Nondiscrimination.

16.1 Contractor shall comply with all applicable federal, state and local laws, rules and regulations on nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical conditions or disability.

16.2 Contractor shall comply with the Americans with Disabilities Act of 1990 (Pub. Law No. 101-336), ORS 30.670 through ORS 30.685, ORS 659A.425, and all regulations and administrative rules established pursuant to those laws, in the construction, remodeling, maintenance and operation of any structures

and facilities, and in the conduct of all programs, services and training, educational or otherwise, conducted by Contractor.

17. Compensation. The terms of compensation shall be as provided in Attachment C. The compensation stated in Attachment C constitutes the total compensation payable to Contractor for the Work.

18. Payment.

18.1 Unless otherwise provided in Attachment C, Contractor shall be paid on a time and materials basis.

18.2 Contractor shall make and keep reasonable records of Work performed pursuant to this Contract and, unless provided otherwise in Attachment C, shall provide detailed monthly billings to the City. Following approval by the City Administrator, billings shall be paid in full within thirty (30) days of receipt thereof. The City shall notify Contractor of any disputed amount within fifteen (15) days from the date of the invoice, give reasons for the objection, and promptly pay the undisputed amount. Disputed amounts may be withheld without penalty or interest pending resolution of the dispute. Payment to Contractor shall be complete once the City pays compensation as provided in Section 17.

18.3 The City may suspend or withhold payments if Contractor fails to comply with the requirements of this Contract.

18.4 The City's obligation to make payments is conditioned upon appropriation of funds pursuant to ORS 294.305 through 294.565. The City certifies that funds for this Contract are included in the City's budget for the current fiscal year, which ends on June 30 next following the date that this Contract is signed. If funds are not appropriated for this Contract for any subsequent fiscal year during the Contract Term, the City shall notify Contractor and this Contract shall be terminated on June 30 of the last fiscal year for which funds are appropriated.

18.5 Any provision of this Contract that is held by a court to create an obligation that violates the debt limitation of Article XI, Section 9 of the Oregon Constitution shall be void.

19. Waiver. Compliance with the provisions of this Contract may be waived only by a written waiver signed by the party waiving its rights. Waiver of compliance with one provision shall not be deemed to waive compliance with any other provision.

20. Default.

20.1 A party will be in default under this Contract if that party fails to comply with any provision of this Contract within ten (10) days after the other party gives written notice specifying the breach. If the breach specified in the notice cannot be completely cured within the ten (10)-day period, a default will not occur if the party receiving the notice diligently begins curative action within the ten (10)-day period and proceeds to cure the breach as soon as practicable.

20.2 Notwithstanding Subsection 20.1, the City may declare a default immediately by written notice to Contractor if Contractor intentionally or repeatedly breaches material provisions of this Contract or if Contractor's breach of contract creates unreasonable risk of injury to any person or damage to property.

20.3 Should a dispute arise between the parties to this Contract, it is agreed that such dispute will be submitted to a mediator prior to any litigation. The parties shall exercise good-faith efforts to select a mediator who shall be compensated equally by both parties. Mediation shall be conducted in St. Helens, Oregon, unless both parties agree in writing otherwise. Both parties agree to exercise good-faith efforts to

resolve disputes covered by this section through the mediation process. If a party requests mediation and the other party fails to respond within ten (10) days, a mediator shall be appointed by the presiding judge of the Circuit Court of the State of Oregon for Columbia County upon request of either party. The parties shall have any rights at law or in equity with respect to any dispute not covered by this section. Nothing in this section shall preclude a party from seeking equitable relief to enjoin a violation of this Contract.

20.4 If a default occurs, the party injured by the default may terminate this Contract and enforce any remedies available under Oregon law. Litigation shall be conducted in the Circuit Court of the State of Oregon for Columbia County. Litigation initiated by the City must be authorized by the St. Helens City Council.

21. Attorney Fees. If legal action is commenced in connection with this Contract, the prevailing party in such action shall be entitled to recover its reasonable attorney fees and costs incurred herein at trial and on appeal.

22. Termination for Convenience. The City may terminate this Contract if the City determines in good faith that termination is in the best interest of the public. The City shall endeavor to give Contractor written notice thirty (30) days prior to the date of termination under this section, but failure to give notice will not invalidate the decision to terminate. Termination under this section will not affect the rights of the parties existing at the time of termination. If Contractor is not in default, Contractor shall be paid for Work in progress at the time of termination, and Contractor shall be reimbursed for reasonable costs resulting directly from termination. Contractor shall not be entitled to recover lost profits or overhead for Work that is precluded by termination under this section.

23. Action Upon Termination. Upon receiving notice of termination, Contractor shall cease performance of the Work and terminate subcontracts.

CITY:

CONTRACTOR:

CITY OF ST. HELENS, a municipal
corporation of the State of Oregon

By: _____

Name: John Walsh

Its: City Administrator

Date: _____

By: _____

Name: _____

Its: _____

APPROVED AS TO FORM:

Date: _____

By: _____

City Attorney

ATTACHMENT A

Scope of Work

ATTACHMENT B INSURANCE REQUIREMENTS

Contractor and its subcontractors shall maintain insurance acceptable to the City in full force and effect throughout the term of this Contract.

It is agreed that any insurance maintained by the City shall apply in excess of, and not contribute toward, insurance provided by Contractor. The policy or policies of insurance maintained by Contractor and its subcontractors shall provide at least the following limits and coverage:

TYPE OF INSURANCE	LIMITS OF LIABILITY		REQUIRED FOR THIS CONTRACT
General Liability	Each occurrence	\$1,000,000	YES/NO
	General Aggregate	\$2,000,000	
	Products/Comp Ops Aggregate	\$2,000,000	
	Personal and Advert. Inj.	\$2,000,000	
Please indicate if Claims Made or Occurrence			
Automobile Liability	Combined Single – covering any vehicle used on City business	\$2,000,000	YES/NO
Workers' Compensation	Per Oregon State Statutes If workers compensation is not applicable please initial here _____. State the reason it is not applicable: _____		YES/NO
Professional Liability	Per occurrence	\$500,000	YES/NO
	Annual Aggregate	\$500,000	

Contractor's general liability and automobile liability insurance must be evidenced by certificates from the insurers. The policies shall name the City, its officers, agents and employees, as additional insureds and shall provide the City with a thirty (30)-day notice of cancellation.

Workers' compensation insurance must be evidenced by a certificate from the insurer. The certificate need not name the City as an additional insured, but must list the City as a certificate holder and provide a thirty (30)-day notice of cancellation to the City.

Certificates of Insurance shall be forwarded to:

City Administrator
City of St. Helens
P.O. Box 278
St. Helens, OR 97051

Contractor agrees to deposit with the City, at the time the executed Contract is returned, Certificates of Insurance and Binders of Insurance if the policy is new or has expired, sufficient to satisfy the City that the insurance provisions of this Contract have been complied with and to keep such insurance in effect and the certificates and/or binders thereof on deposit with the City during the entire term of this Contract. Such certificates and/or binders must be delivered prior to commencement of the Work.

The procuring of such required insurance shall not be construed to limit Contractor's liability hereunder. Notwithstanding said insurance, Contractor shall be obligated for the total amount of any damage, injury or loss caused by negligence or neglect connected with this Contract.

ATTACHMENT C
Terms of Compensation

Work shall be performed on a time and material's basis according to the rates established in the Contractor's proposal and scope of work detailed in Exhibit A. Contract amount shall not exceed \$55,000 without express written approval from the City.



ST. HELENS ECONOMIC ANALYSIS

January 30, 2015

Navigate using Bookmarks or by clicking on an agenda item.

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APPROACH TO EVALUATION OF ECONOMIC IMPACTS OF TRANSPORTATION CONNECTION

The City of St. Helens is interested in conducting an economic impact study to evaluate the impacts and cost/benefits associated with developing an alternative connection to Highway 30 from the City's waterfront. The completed study will recommend implementation and funding strategies for a waterfront development scenario and for Highway 30 route development.

There are many reasons to make an investment in this new transportation connection: it improves the overall functioning of the area's transportation system, improves access to key development sites and industrial properties, and supports the residents and employees. However, central to the discussion is the economic benefits that will flow to employers, residents, the City of St. Helens, and the Port of St. Helens. Improved access between the Port and Highway 30, and between Highway 30 at the City's key redevelopment opportunities near the waterfront, improve the area's competitive position and allow it to attract more development, jobs, and port activity.

For this engagement, ECONorthwest will conduct interviews to understand the economic uplift this redevelopment project will have on the community, and use the IMPLAN input-output modeling software to measure the Port's or other new development activities economic impact on jobs, personal income, value added, and output. Our report will address the following:

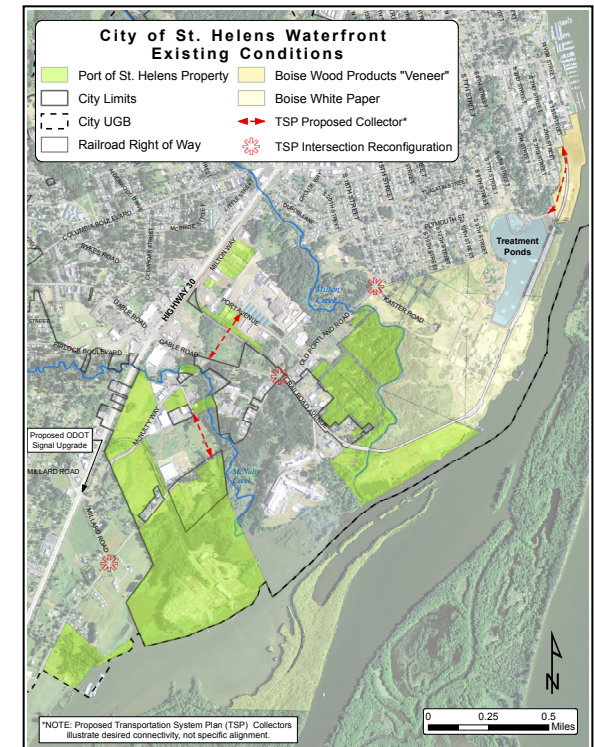
- Estimating the direct impact the improved access will have on the community and the secondary economic impacts associated with the improvement
- Economic impacts of construction associated with new development

SCOPE OF WORK

Economists have developed several approaches to measure economic impacts, including the technique used for this analysis, called input-output modeling. Input-output models are mathematical representations of the economy and model how different sectors are linked to one another. Input-output models work by tracing how spending associated with the key employers or activities (such as the Port of St. Helens or major new development activities) circulates through the economy of the study area. That is, changes in the amount produced by one or more sectors trigger changes in production and consumption throughout the economy. The initial, direct change in activity starts a flow of spending in the region, circulating around and around, becoming smaller with each successive round because of leakages out of the local economy.

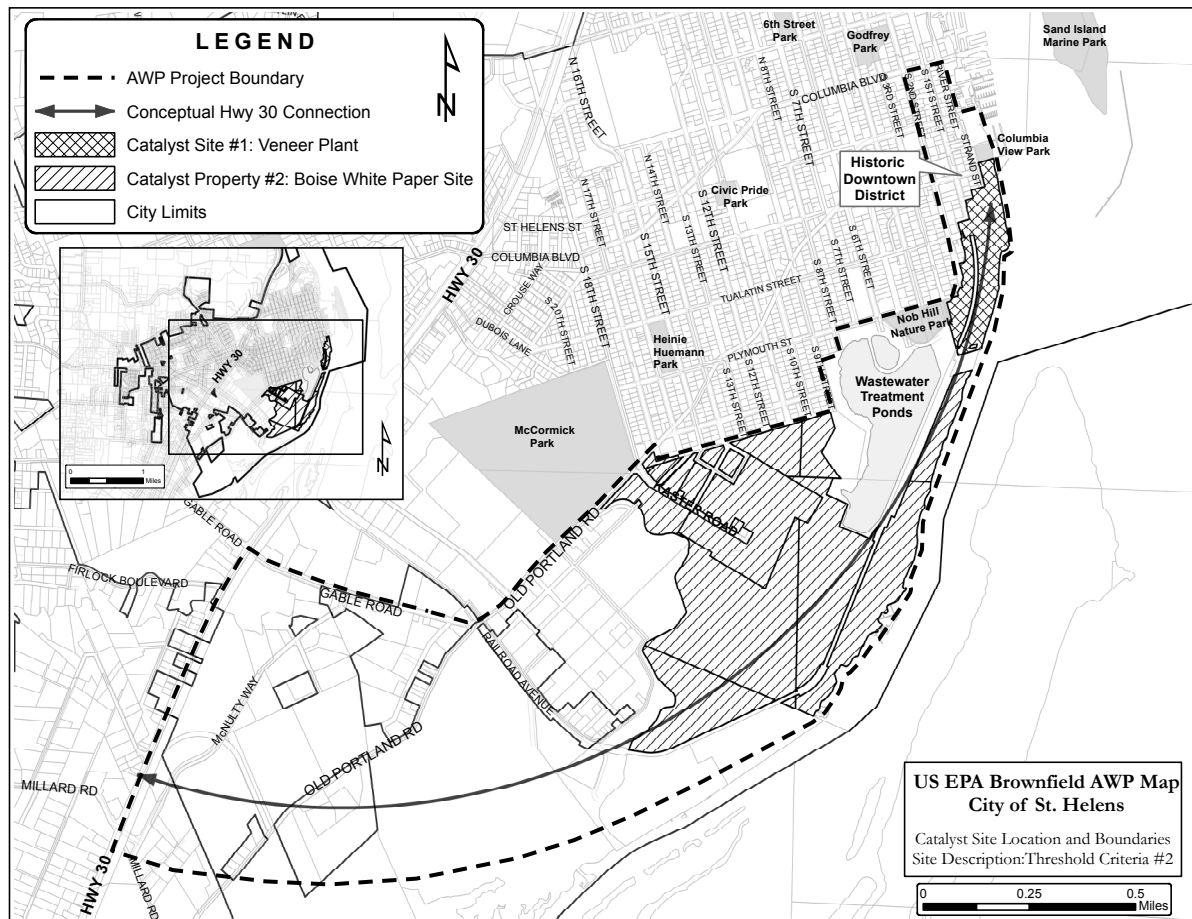
INPUT-OUTPUT MODELING AND IMPLAN ECONOMIC IMPACT MODELING SOFTWARE

The expenditure approach is typically conducted within an input-output modeling framework. Input-output models provide a comprehensive picture of the economic activities in a given area using mathematical relationships that describe the interactions of



local industries with each other, with households as suppliers of the factors of production, with industries outside of the region, and with final users of goods and services.

ECONorthwest will use IMPLAN (IMPact Analysis for PLANning) economic impact modeling software. IMPLAN was originally developed by the Forest Service of the U.S. Department of Agriculture in cooperation with the Federal Emergency Management Agency and the Bureau of Land Management of the U.S. Department of the Interior in 1993, and is currently licensed and distributed by the Minnesota IMPLAN Group, Inc. ECONorthwest has been using IMPLAN for 15 years.



Input-output models enable the user to follow expenditures as they ripple through the economy. These impacts are called the multiplier effects, and they measure the full scope of economic impacts. Using the information gathered by several sources to estimate the initial increase in economic activity due to the improved access, the model will generate direct, indirect, and induced impacts for factors such as output (sales), value added,

employment, and income. Direct impacts represent the output, employment, or income change due directly to the improved access to key sites, including, for example, increases in productivity for local businesses and the Port. This direct expenditure starts a chain reaction through an economy. In order to supply the goods and services purchased by businesses directly affected by the improved access, supplying firms must themselves purchase

other goods and services. These secondary impacts are known as indirect impacts. Finally, the induced impacts are generated as a result of spending by employees directly and indirectly supported by this new development.

Direct, indirect, and induced economic impacts are measured in terms of output, value added, labor income, and employment resulting from spending in the study area:

- Output represents the value of goods and services produced, and is the broadest measure of economic activity.
- Value Added consists of output minus the value of intermediate consumption; it is a measure of the contribution to GDP made by an individual producer, industry, or sector.
- Labor Income consists of employee compensation and proprietor income and is a subset of output. This includes workers' wages and salaries, as well as other benefits such as health, disability, and life insurance, retirement payments, and non-cash compensation.
- Jobs, according to IMPLAN's methodology, are measured in terms of full-year-equivalents (FYE). One FYE job equals work over twelve months in a given industry (this is the same definition used by the federal government's Bureau of Labor Statistics).

WORK PLAN

ECONorthwest proposes a work plan that consists of the four tasks described below.

Task 1: Data Exchange. The first step is to exchange any information that would aid in the analysis, including employers to contact, redevelopment plans, current employment, and operating revenue of the Port and nearby businesses.

Task 2: Interviews. The analysis will also require conversations with representatives of major employers in the area to understand how a new transportation connection will improve their competitiveness and allow them to generate more jobs and economic activity. The combination of quantitative and qualitative analysis will allow us to tell the story of the economic benefits associated with the transportation improvement, and establish our estimates for the direct economic impacts, as described above. This will better position us for partnerships that will support implementation of the improvement, allowing us to work with partners to bring the plan to life.

Task 3: Model Construction and Analysis. ECONorthwest will use the IMPLAN input-output modeling software to measure the economic impact associated with the activities of the Port and other major activities. The first step is to review the data gathered in Tasks 1 and 2 and “map” all expenditures into one of IMPLAN’s 536 industry sectors. IMPLAN’s sectors have regional purchase coefficients that estimate for every \$1 spent in a sector in a given region, how much of that spending will occur locally versus externally. If sufficient data is available,

we recommend overwriting IMPLAN’s regional purchase coefficients with more specific data based on the actual expenditures. This would result in a detailed estimate of local and non-local spending in each industry sector in the region.

Task 4: Draft and Final Reports.

ECONorthwest will summarize the results of the economic impact analysis, and describe the data and assumptions on which the analysis is based in a short document. To assist readers in understanding the results, we will include brief explanations of input-output modeling and related terminology.

BUDGET AND SCHEDULE

We estimate that the cost for doing this study will be \$55,000.

The following show billing rates for staff that would work on this project. Hours will be allocated to each task as needed, based on the requirement of the analysis:

Project Director: \$160 - \$200

Project Manager: \$130 - \$160

Associate: \$95 - \$130

Analyst: \$80 - \$95

Estimated costs by task:

Task 1	Task 2	Task 3	Task 4
\$1,000	\$30,000	\$20,000	\$4,000

It would require approximately six months to complete this work.

RELEVANT PROJECT EXPERIENCE

VISTA FIELD ALTERNATIVES ANALYSIS – ECONOMIC AND FISCAL IMPACT ANALYSIS

For the Port of Kennewick, ECONorthwest estimated the economic and fiscal impacts of the Vista Field Airport, including two development alternatives. The Enhancement Alternative called for dramatic public investment in the airport to increase aviation activity, while the Redevelopment Alternative called for closing of the airport and repurposing the land for mixed-use private development. ECO’s analysis included the impacts from aviation visitor spending, operation of the airport itself, and potential onsite employment and residential uses.

ECONOMIC IMPACTS OF INTEL’S OPERATIONS IN OREGON

In 1998, Intel commissioned ECONorthwest to estimate the economic and fiscal impacts associated with Intel’s Oregon operations from its inception in 1974 through 1997. Since then we have completed updated studies for three additional time periods: from 1998 to 2001 (completed in 2003), from 2005 to 2009, with a focus on the economic impacts in 2009 (completed in 2011), and most recently, 2013. Intel has found these analyses useful and included the results in a presentation to President Obama when he visited Intel in 2011.

NIKE'S IMPACT ON OREGON

For Nike, ECONorthwest evaluated the full range of economic and fiscal impacts associated with Nike's headquarters operations in Oregon. This included the economic effects on employment, incomes, and output in the state and local economies; and fiscal impacts, the revenues that the state and local governments and school districts receive from Nike and its full- and part-time employees and costs of providing government services to Nike and its full- and part-time employees in Multnomah County, Portland area, and State of Oregon. Phil Knight hosted a special event to roll out the results of our study, which was attended by the Governor, most of the Legislature, and many Portland metropolitan area politicians. The event also attracted widespread media attention.

BREMERTON BOARDWALK IMPACTS

As part of a comprehensive market analysis, ECONorthwest studied the economic and fiscal impacts of a proposed boardwalk project for the City of Bremerton. This analysis included an evaluation of tourism-related impacts and economic development potential. ECONorthwest provided detailed property and sales and use tax impacts by local taxing jurisdictions. The study also showed the expected State of Washington benefit from the project in the form of increased property taxes and sales and use taxes.

THE ECONOMIC AND FISCAL IMPACTS OF FACEBOOK'S DATA CENTER IN OREGON

ECONorthwest estimated the economic and fiscal impacts associated with the construction and operations of its Prineville Data Center. The analysis provided detailed impacts for each phase of the construction of the 170,000 square foot building. This cutting-edge study used IMPLAN's multi-regional input-output (MRIO) capability to measure the economic and fiscal impacts locally and statewide. The report also served as a foundation for a presentation to persuade the Oregon Legislature to alter its property taxing policy on data centers.

**CITY OF ST. HELENS, OREGON
REQUEST FOR QUALIFICATIONS
AREA-WIDE FRAMEWORK PLAN FOR
WATERFRONT REDEVELOPMENT**

The City of St. Helens is seeking letters of interest and a statement of qualifications from consultant teams interested in assisting City staff in the preparation of an area-wide framework plan to foster economic and community development on two significant waterfront properties. These sites total 229 acres of waterfront access to the Columbia River adjacent to the City's downtown Riverfront District with only 15 acres on the BWP actively being used. The rest of the development on the sites are not in use or have been demolished.

Request for qualifications packets may be examined at St. Helens City Hall front desk, 265 Strand Street, St. Helens, Oregon or the City's website at www.ci.st-helens.or.us.

Questions regarding this Request for Qualifications may be directed to the City Administrator John Walsh at (503) 397-6272 x 111 or jwalsh@ci.st-helens.or.us.

Sealed responses will be received by the City of St. Helens up to the hour of **5 pm July 31, 2015**. Responses delivered later will not be accepted. The City of St. Helens is not responsible for delays in delivery.

All responses to this request that are mailed through the United States Postal Service shall be addressed to the City of St. Helens, PO Box 278, St. Helens, Oregon 97051. Please be advised that USPS deliveries requiring a signature may not be delivered in a timely manner as our receiving point is not staffed at all times and may not be available to sign at the time of delivery. Hand-delivered responses, or responses not sent through USPS shall be delivered to the St. Helens City Hall, Front Desk, 265 Strand Street, St. Helens, Oregon 97051. The United States Postal Service does **NOT** deliver to the street address.

All responses shall be placed in a sealed envelope, which is clearly marked "Request for Qualifications", St. Helens Waterfront Redevelopment Project, AREA-WIDE FRAMEWORK PLAN." **Responses by FAX will not be accepted.**

The City of St. Helens is committed to providing equal opportunities to State of Oregon certified Minority, Disadvantaged and Women's Business Enterprises in contracting activities. The City of St. Helens reserves the right to cancel this request or reject any and all responses submitted or to waive any minor formalities of this call if the best interest of the City would be served. No respondent may withdraw his/her response after the hour set for the opening thereof, unless the award contract is delayed for a period exceeding ninety days (90) days.

John Walsh
City Administrator
City of St. Helens

**CITY OF ST. HELENS
REQUEST FOR QUALIFICATIONS
AREA-WIDE FRAMEWORK PLAN FOR
WATERFRONT REDEVELOPMENT**

INTRODUCTION AND BACKGROUND

The City of St. Helens is a rural community of about 13,000 inhabitants located in northwest Oregon, approximately 30 miles north of Portland, and is situated on the west bank of the Columbia River.

The Waterfront Redevelopment Area (WRA) is a partially developed 229-acre heavy industrial (and formerly industrial) area located immediately south and southwest of the City's downtown Riverfront District (see attached map). The two sites that make up the WRA and considered the catalyst, high-priority sites are the Veneer and Boise White Paper (BWP) properties. The Veneer site is a 24-acre property located adjacent to the historic downtown and directly along the banks of the Columbia River. All development has been demolished and removed on this site. The BWP site, located at the southern end of the Veneer site along the riverfront, consists of 205 acres of heavy industrial development. Only 15 acres are being used and operated by Cascade Tissues to produce tissue paper, the rest of the property is not in use.

Both sites are listed in Oregon Department of Environmental Quality Environmental Cleanup Site Inventory (ECSI) and are known brownfields. Environmental concerns for the Veneer site include residual petroleum-contaminated soil above screening criteria related to historical underground storage tanks that have been removed, and possibly spills. Because of access limitations, not all of the impacted soil was removed. The BWP property represents a number of environmental concerns related to unresolved contamination, with 21 potential source areas identified during prior DEQ investigations (e.g., black liquor deposits, tanks, transformers).

In May 2014, the sites underwent a community visioning design charrette with the American Institute of Architects' Sustainable Design Assessment Team (SDAT). Their final report included initial development considerations for the sites, as well as, a preliminary market analysis and sustainable environmental considerations. The City is also currently involved in a Business Oregon Brownfield Redevelopment Fund, Integrated Planning Grant for the Veneer site to be finished in July, 2015. Various other City plans on zoning overlays and city-wide market analyses have been completed as well.

The City of St. Helens is seeking a qualified consultant to develop an area-wide framework plan which will materially facilitate revitalization for the WRA. The City has obtained a 2015 Brownfields Area-Wide Planning Program Grant from the United States Environmental Protection Agency (EPA) to fund the project, and has finalized a Cooperative Agreement with the EPA which identifies \$200,000 for contracting, and includes a general workplan. All applicable Federal, State and local statutes and requirements will apply.

The following background materials may be useful in developing a project submittal:

2014 SDAT Final Report

<http://www.aia.org/aiaucmp/groups/aia/documents/pdf/aiab104474.pdf>

2015 City of St. Helens EPA Cooperative Agreement Award

TBD

2015 City of St. Helens EPA Cooperative Agreement Workplan

TBD

GENERAL SCOPE OF WORK

The project scope for the WRA as described in the Cooperative Agreement workplan with EPA is summarized as follows, with the overall project timeline to be approximately 18 months. The project consultants shall work with an internal city staff team to accomplish the following tasks. The City of St. Helens has the ability to amend the Cooperative Agreement with the EPA to make necessary revisions to achieve redevelopment goals identified through this process.

Task 1. Cooperative Agreement Oversight and Project Management

Regular reporting of accomplishments in ACRES, including all project leveraging information and associating assessment and cleanup property to the BF AWP grant

- Preparing quarterly/final progress reports, workplan deliverables tracking, and financial status reports

Key Task deliverables: Prepare EPA required reporting

Anticipated Schedule: October 2016 – January 2017

Anticipated Consulting Budget: \$6,000

Task 2. Community involvement activities that lead to identifying community priorities for near and long-term cleanup and reuse of brownfield sites

Hold two open house public meetings to educate the public on the AWP effort

Develop and work with the City on informational materials to communicate the goals and anticipated outcomes of the project

Create web-based information and feedback options to be uploaded onto the existing City website

Develop presentations including opportunities for feedback at meetings

- Hold three Citizen Advisory Committee meetings (members include community representatives from local and regional economic development, public health, environmental, and governmental organizations)

Key task deliverables: The community involvement process will result in a completed community involvement report showcasing the community's input in the area-wide planning process. Their input will provide insight on local economic development factors, infrastructure and redevelopment opportunities, environment sustainability, and equitable development.

Anticipated Schedule: August 2015 – January 2017

Anticipated Consulting Budget: \$25,000

Task 3. Research existing conditions of the project area and the specific catalyst/high priority brownfield sites

Assessment of the physical and regulatory conditions in the district and on catalyst properties

Assessment of transportation access from US Highway 30 to the catalyst properties

Assessment of the existing historic downtown district and its connection to the catalyst sites with recommended modifications and estimated costs for necessary upgrades

A detailed market assessment that builds on preliminary assessments already conducted for the Veneer property

- An inventory of all properties included within the planning area

Key task deliverables:

(1) Completed Existing Conditions technical memorandum

(2) Completed market analysis report.

(3) Inventory of properties within the planning area.

Anticipated Schedule: August 2015 – November 2015

Anticipated Consulting Budget: \$34,000

Task 4. Site-Specific Redevelopment Assessment and Scenario Planning to identify potential future uses for catalyst/high priority brownfields properties

A redevelopment assessment report that will draw from the existing-conditions findings

A summary of existing zoning, ordinances, and development standards for new construction in the area and will compile known environmental conditions

A conceptual reuse planning effort that will result in a minimum of two reuse scenarios for the Veneer and BWP properties

- A summary report will also evaluate the feasibility, funding, and level of effort required to conduct these modifications

Key task deliverables:

- (1) Site-specific needs assessment and recommendations memorandum
- (2) Completed scenario plan documents and report

Anticipated Schedule: December 2015 – June 2016

Anticipated Consulting Budget: \$93,000

Task 5. Develop a draft brownfields area-wide plan (including a detailed plan implementation strategies and next steps) to be shared with the public for review/comment

A reader-friendly summary report providing a pathway to implementation

- A road map that will help move the two catalyst properties forward as a long-term strategy for revitalizing the St. Helens waterfront district, as well as acknowledgement of other possible brownfield sites as they become known in the project area that require cleanup before full implementation of redevelopment to the project area can be achieved

Key Task Deliverables: Final AWP implementation report

Anticipated Schedule: July 2016 – September 2016

Anticipated Consulting Budget: \$30,000

Task 6. Finalizing the brownfields area-wide plan and making it publicly available

Celebrating with public event(s) to acknowledge BF AWP document completion and shifting project from planning to plan implementation

Exhibits that showcase the finalized site proposals for the catalyst brownfield sites

- Promotional materials to distribute in various ways around the community about the redevelopment of the brownfield properties

Key Task Deliverables:

- (1) Promotional materials (posters, reports, flyers, etc.)
- (2) Exhibits (models of redevelopment plans for the sites)
- (3) Final WRA Brownfield AWP Report

Anticipated Schedule: October 2016 – January 2017

Anticipated Consulting Budget: \$5,000

APPROXIMATE ANTICIPATED CONSULTANT SELECTION TIMELINE

RFQ Released:	July 2, 2015
Statements of Qualifications Due:	July 31, 2015
Review and Selection:	August 8, 2015
Work to Commence:	August, 2015
Work Completed:	January, 2017

SUBMITTAL PROCEDURE

Sealed responses will be received by the City of St. Helens up to the hour of **5 pm, July 31, 2015**. Responses delivered later will not be accepted. The City of St. Helens is not responsible for delays in delivery.

All responses shall be placed in a sealed envelope, which is clearly marked “Request For Qualifications, St. Helens Waterfront Redevelopment Project, AREA-WIDE FRAMEWORK PLAN”. **Responses by fax will not be accepted.**

All responses to this request shall be addressed to the attention of the City Administrator:

Delivery Address:

(Hand delivery & non-USPS)

City Administrator

City of St. Helens

Front Desk

265 Strand Street

St. Helens, OR 97051

Mailing Address:

(USPS)

City Administrator

City of St. Helens

PO Box 278

St. Helens, OR 97051

Please be advised that USPS deliveries requiring a signature may not be delivered in a timely manner as our receiving point is not staffed at all times and may not be available to sign at the time of delivery.

Failure to submit the General Information page will render the proposal non-responsive and therefore void.

The City of St. Helens accepts no responsibility or liability and will provide no accommodation to bidders who fail to check for addendums and submit inadequate or incorrect responses.

SUBMITTAL CRITERIA

The Statement of Qualifications submitted shall be in the following format:

- A. Overview of primary consultant firm and any subconsultants
- B. Understanding and approach to the project
- C. Qualifications and experience:

1. With brownfields reuse and redevelopment
2. With EPA Brownfield Area-Wide Planning grant implementation
3. With transportation and stormwater planning
4. With area economic development
5. With community involvement

D. References

E. Consultant team members and management structure

Do not submit any costs for this project whatsoever with your submittal.

The Statement of Qualifications shall be contained in a document not to exceed 15 double-sided pages including pictures, charts, graphs, tables, and text. Attachments and appendices shall not count against the total page limit. Page size is limited to 8 ½ x 11 inches, with core text information no smaller than 11-point font.

Proposals should be clear and concise. Emphasis should be placed on the specific qualifications of the people who will actually perform the work of this contract and the specific approach to the execution of the work. Submit four (4) hardcopies of the SOQ submittal and one digital version on CD or memory stick.

EVALUATION

The City's choice of the Consultant will be made by a team of individuals evaluating the written qualification statements. Each response received will be evaluated based on:

Approach and understanding of the project and its ultimate revitalization goals

Experience of project personnel with brownfield revitalization, EPA brownfield grant management, stormwater and transportation infrastructure planning, economic development, and community public/process

Ability to successfully complete project within timelines and budget based on firm location, personnel assigned, and other factors

- Clarity of proposal

The City reserves the right to conduct interviews of proposers. Should the City decide to conduct interviews, the interview sessions will be evaluated in a manner similar to the qualifications evaluation. Topics covered in the interview session shall include the topics listed herein before under the "Submittal Criteria" section plus any additional, relevant topics which may arise during both the formal presentation and the question and answer portions of the interview. If interviews are conducted and if your firm is selected for an interview, you will obtain more information on the interview process.

INFORMATION

Questions regarding this Request for Qualifications may be directed to the City Administrator John Walsh at (503) 397-6272 x 111 or jwalsh@ci.st-helens.or.us.

CONTRACT PAYMENTS

City Council Meeting
July 8, 2015

Firwood Design Group, LLC

Project: S-636 Lift Station #7 Upgrade (Inv#10822) \$ **4,657.50**

HDR Engineering, Inc.

Project: W-429 Telemetry Upgrade (Inv#00446665-H) \$ **1,503.18**

Liberty Electric

Project: W-429 Telemetry Upgrade (Inv#1405-9) \$ **9,927.50**

James W. Fowler Co.

Project: SD-146 Godfrey Park Storm Sewer Project (PR#3) \$ **119,913.75**

Murray, Smith & Associates, Inc.

Project: SD-146 Godfrey Park Storm Sewer (Inv#09-1078-64) \$ **1,035.00**



Firwood Design Group, LLC
SURVEYING • ENGINEERING • PLANNING

INVOICE

Invoice # 10822

To: City of St. Helens
Attn: City Administrator
PO Box 278
St. Helens, OR 97051

June 11, 2015

RECEIVED

JUN 15 2015

Project: E15-009

CITY OF ST. HELENS

Engineering Services

For engineering services related to requested improvements on wastewater pump station, Lift Station No. 7. Services are for the period between May 1, 2015 and May 31, 2015. This is a progress billing.

Engineering Services:

Principal Engineer, .5 hrs. @ \$120.00/hr.	=	\$ 60.00
Senior Project Engineer, 35 hrs. @ \$105.00/hr.	=	\$ 3,675.00
Senior CAD Designer, 6 hrs. @ \$85.00/hr.	=	\$ 510.00
CAD Drafter, 5.5 hrs. @ \$75.00/hr.	=	\$ 412.50

Total Amount Due

\$ 4,657.50

Payment is appreciated upon receipt of this invoice.

For your convenience, we accept payment by Visa/MasterCard/American Express.

010-303-653306
Lift Station #7 upgrade
S-636

APPROVED FOR PAYMENT

INIT	ACCOUNTS PAYABLE	DATE
<i>[Signature]</i>	FINANCE	6/29/15
	SUPERVISOR	6-30-15

KP



Invoice

HDR Engineering, Inc.
Portland, OR 97204
Phone: (503)423-3700

City of St. Helens
Sue Nelson
PO Box 278
St. Helens, OR 97051

Reference Invoice Number with Payment

HDR Invoice No. 00446665-H
Invoice Date June 8, 2015
Invoice Amount Due \$1,503.18
Payment Terms Net 30

Remit to P.O. Box 3480
Omaha, NE 68103-0480
Wire transfer to US Bank
ABA #104000029
Account #148704272449

Professional Services
From: May 3, 2015 To: May 30, 2015

Professional Services Summarization	Hours	Amount
Direct Labor	11.50	1,460.63
	11.50	Total Professional Services
		\$1,460.63

Expenses Summarization	Quantity	Amount
Technology Charge	11.50	42.55
		Total Expenses
		\$42.55

Amount Due this Invoice **\$1,503.18**

Fee Amount	\$76,590.00
Fee Invoiced to Date	\$69,602.36
Fee Remaining	\$6,987.64

HDR Internal Reference Only	
Client Number	200053
Business Unit	00102
Contract Number	CON0083154
Project Number	000000000215938

APPROVED FOR PAYMENT
INIT DATE
 ACCOUNTS PAYABLE
 FINANCE
 SUPERVISOR

010-302-653200
Telemetry Upgrade
W-429

SN



Invoice

HDR Invoice No.
Invoice Date

00446665-H
June 8, 2015

Professional Services and Expense Detail

Project ID 00000000215938
St. Helens:Telemetry Upgrade2

Activity 001
Project Administration

Professional Services

		Hours	Billing Rate	Amount
Direct Labor	Bradshay,Melissa A	1.50	99.20	148.80
	Johnston,Bruce M	1.00	196.85	196.85
		2.50	Total Professional Services	\$345.65

Expenses

	Quantity	Billing Rate	Amount
Technology Charge	2.50	3.70	9.25
		Total Expenses	\$9.25
		Total Activity	\$354.90



Invoice

HDR Invoice No.
Invoice Date

00446665-H
June 8, 2015

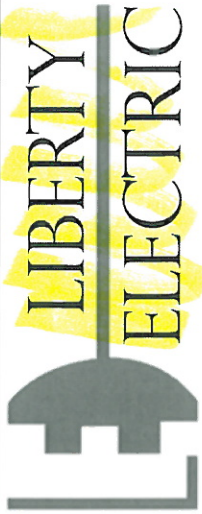
Professional Services and Expense Detail

Project ID 00000000215938
St. Helens:Telemetry Upgrade2

Activity 004
Services During Construction

Professional Services		Hours	Billing Rate	Amount
Direct Labor	Davis,Greg R	7.00	103.04	721.28
	Johnston,Bruce M	2.00	196.85	393.70
		9.00	Total Professional Services	\$1,114.98
Expenses		Quantity	Billing Rate	Amount
	Technology Charge	9.00	3.70	33.30
			Total Expenses	\$33.30
			Total Activity	\$1,148.28

KP



PAYMENT APPLICATION

Invoice Number: 1405 - 9
For Period Ending: 6/30/2015

To: City of St. Helens
PO Box 278
St. Helens OR 97051

Project Number: 1405

Project: Water Dist. Telemetry System Upgrade
St. Helens OR 97051

Owner Project Number: W-429

Remit Payment to: Liberty Electric
PO Box 1681
Clackamas, OR 97015
503-752-7573

Contract Summary	
Original Contract Amount:	216,012.50
Changes Amount:	0.00
Total Contract Amount:	216,012.50
Completed To Date:	216,012.50
Retainage To Date:	10,800.64
Completed Less Retainage:	205,211.86
Less Previous Application:	195,284.36
Current Payment Due:	9,927.50
Current Payment Due Plus Tax:	9,927.50
Balance To Finish:	0.00

010-302-6513 APPROVED FOR PAYMENT

INIT _____ DATE 7-1-15
ACCOUNTS PAYABLE
FINANCE
SUPERVISOR

PAYMENT APPLICATION DETAILS

Customer: City of St. Helens

Application Number: 9

Project: Water Dist. Telemetry System Upgrade

For Period Ending: 6/30/2015

Item Number - Description		Scheduled Value	Completed Work				Balance To Finish	Retainage Value	
			Prev. App Value	This App.		Total			
			Value	Value	%	Value	%		
01 - St. Helens Telemetry Upgrade									
01.01 - General Items									
01.01.01 - Mobilization		5,400.00	2,700.00	2,700.00	50.00	5,400.00	100.00	0.00	270.00
01.01.02 - Basic Material Submittals		16,200.00	16,200.00	0.00	0.00	16,200.00	100.00	0.00	810.00
01.01.03 - Radio Survey Submittal		10,800.00	10,800.00	0.00	0.00	10,800.00	100.00	0.00	540.00
01.01.04 - Design Submittals		16,700.00	16,700.00	0.00	0.00	16,700.00	100.00	0.00	835.00
02 - Site A									
02.01 - City Shop									
02.01.01 - Install MTU Panel		13,000.00	11,700.00	1,300.00	10.00	13,000.00	100.00	0.00	650.00
02.01.02 - Install Antenna		1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	0.00	62.50
02.01.03 - Install Raceway System / Cable		5,500.00	5,500.00	0.00	0.00	5,500.00	100.00	0.00	275.00
02.01.04 - Testing / Startup		500.00	250.00	250.00	50.00	500.00	100.00	0.00	25.00
02.01.05 - Demolition of Existing		750.00	375.00	375.00	50.00	750.00	100.00	0.00	37.50
03 - Site B									
03.01 - Low Level Reservoir									
03.01.01 - Install Underground Raceway Sys. / Cable		26,500.00	26,500.00	0.00	0.00	26,500.00	100.00	0.00	1,325.00
03.01.02 - Install Exposed Raceway System / Cable		6,750.00	6,750.00	0.00	0.00	6,750.00	100.00	0.00	337.50
03.01.03 - Install Instrument & Hatch Switches		1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	0.00	75.00
03.01.04 - Install Antenna		1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	0.00	62.50
03.01.05 - Install RTU Panel		11,000.00	11,000.00	0.00	0.00	11,000.00	100.00	0.00	550.00
03.01.06 - Demolition of Existing		750.00	375.00	375.00	50.00	750.00	100.00	0.00	37.50
03.01.07 - Testing / Startup		500.00	250.00	250.00	50.00	500.00	100.00	0.00	25.00
04 - Site C									
04.01 - 200,000 Gallon Tank									
04.01.01 - Install Raceway System / Cable		12,225.00	12,225.00	0.00	0.00	12,225.00	100.00	0.00	611.26
04.01.02 - Install Hatch Switch		400.00	400.00	0.00	0.00	400.00	100.00	0.00	20.00
04.01.03 - Testing / Startup		500.00	250.00	250.00	50.00	500.00	100.00	0.00	25.00
05 - Site D									
05.01 - Ranney Collector Well 2									
05.01.01 - Install Raceway System / Cable		1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	0.00	62.50
05.01.02 - Install Antenna		1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	0.00	62.50

PAYMENT APPLICATION DETAILS

Customer: City of St. Helens

Project: Water Dist. Telemetry System Upgrade

Application Number: 9

For Period Ending: 6/30/2015

Item Number - Description	Scheduled Value	Prev. App Value	Completed Work			Balance To Finish	Retainage Value
			This App. Value	%	Total Value		
05.01.03 - Install RTU Panel	11,000.00	8,800.00	2,200.00	20.00	11,000.00	100.00	550.00
05.01.04 - Demolition of Existing	750.00	375.00	375.00	50.00	750.00	100.00	37.50
05.01.05 - Testing / Startup	500.00	250.00	250.00	50.00	500.00	100.00	25.00
06 - Site E							
06.01 - Bayport Well							
06.01.01 - Install Raceway System / Cable	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	62.50
06.01.02 - Install Antenna	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	62.50
06.01.03 - Install RTU Panel	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00	650.00
06.01.04 - Demolition of Existing	750.00	375.00	375.00	50.00	750.00	100.00	37.50
06.01.05 - Testing / Startup	500.00	250.00	250.00	50.00	500.00	100.00	25.00
07 - Site F							
07.01 - Lemont Pump Station							
07.01.01 - Install Raceway System / Cable	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00	60.00
07.01.02 - Install Antenna	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	62.50
07.01.03 - Install RTU Panel	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00	550.00
07.01.04 - Demolition of Existing	750.00	375.00	375.00	50.00	750.00	100.00	37.50
07.01.05 - Testing / Startup	500.00	250.00	250.00	50.00	500.00	100.00	25.00
08 - Site G							
08.01 - Ranney Collector Well 3							
08.01.01 - Install Raceway System / Cable	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00	60.00
08.01.02 - Install Antenna	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	62.50
08.01.03 - Install RTU Panel	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00	550.00
08.01.04 - Demolition of Existing	750.00	375.00	375.00	50.00	750.00	100.00	37.50
08.01.05 - Testing / Startup	500.00	250.00	250.00	50.00	500.00	100.00	25.00
09 - Site H							
09.01 - Elk Ridge							
09.01.01 - Install Utility Service	5,387.50	5,387.50	0.00	0.00	5,387.50	100.00	269.38
09.01.02 - Platform Structure Modifications	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00	75.00
09.01.03 - Install Raceway System / Cable	3,250.00	3,250.00	0.00	0.00	3,250.00	100.00	162.50
09.01.04 - Install Antenna	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00	62.50
09.01.05 - Install RTU Panel	11,000.00	11,000.00	0.00	0.00	11,000.00	100.00	550.00

PAYMENT APPLICATION DETAILS

Customer: City of St. Helens

Application Number: 9

Project: Water Dist. Telemetry System Upgrade

For Period Ending: 6/30/2015

Item Number - Description	Scheduled Value	Completed Work				Balance To Finish	Retainage Value
		Prev. App Value	This App.		Total		
			Value	%	Value		
09.01.06 - Demolition of Existing	750.00	750.00	0.00	0.00	750.00	0.00	37.50
09.01.07 - Testing / Startup	500.00	250.00	250.00	50.00	500.00	0.00	25.00
TOTAL:	216,012.50	205,562.50	10,450.00	4.84	216,012.50	0.00	10,800.64

KP

James W. Fowler Co.
12775 Westview Drive
Dallas, OR 97338

Godfrey Park Storm Sewer Replacement Project

Date 7/1/2015
Pay Estimate 3

SD-146

Invoice: June 1 to June 30, 2015 Pay Estimate #3 to City of St. Helens

Bid Item No.	Description	Bid Quantity	UM	Unit Price	Contract Amount	Current Billing Quantity	Current Billing Amount	Previous Billing Quantity	Previous Billing Amount	Total To Date Quantity	Total To Date Amount	% Complete To Date
1	Mobilization, Bonds, Insurance and Demobilization	1.00	LS	\$170,000.00	\$170,000.00							
	Initial Mobilization	1.00	LS	\$90,950.00	\$ 90,950.00	0%	\$ -	100%	\$ 90,950.00	100%	\$ 90,950.00	100%
	Bonds	1.00	LS	\$4,250.00	\$ 4,250.00	0%	\$ -	100%	\$ 4,250.00	100%	\$ 4,250.00	100%
	Insurance	1.00	LS	\$4,250.00	\$ 4,250.00	0%	\$ -	100%	\$ 4,250.00	100%	\$ 4,250.00	100%
	Demobilization	1.00	LS	\$70,550.00	\$ 70,550.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
2	Traffic Control	1.00	LS	\$5,500.00	\$ 5,500.00							
	Materials	1.00	LS	\$5,000.00	\$ 5,000.00	0%	\$ -	100%	\$ 5,000.00	100%	\$ 5,000.00	100%
	Installation	1.00	LS	\$500.00	\$ 500.00	15%	\$ 75.00	0%	\$ -	15%	\$ 75.00	15%
3	Erosion Control	1.00	LS	\$3,000.00	\$ 3,000.00							
	Engineering / Submittals	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	100%	\$ 1,000.00	100%	\$ 1,000.00	100%
	Materials	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	100%	\$ 1,000.00	100%	\$ 1,000.00	100%
	Installation	1.00	LS	\$1,000.00	\$ 1,000.00	15%	\$ 150.00	0%	\$ -	15%	\$ 150.00	15%
4	Pollution Control Plan	1.00	LS	\$3,000.00	\$ 3,000.00							
	Engineering / Submittals	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	100%	\$ 3,000.00	100%	\$ 3,000.00	100%
5	Clearing	1.00	LS	\$25,000.00	\$ 25,000.00							
	Clear West of 2nd	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	100%	\$ 15,000.00	100%	\$ 15,000.00	100%
	Clear East of 2nd	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	100%	\$ 10,000.00	100%
6	Tree Removal	9.00	EA	\$1,100.00	\$ 9,900.00	0.00	\$ -	15.00	\$ 16,500.00	15.00	\$ 16,500.00	167%
7	Rock Excavation	50.00	CY	\$100.00	\$ 5,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
8	Outlet Protection	1.00	EA	\$25,000.00	\$ 25,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
9	Riprap Basins	2.00	EA	\$3,200.00	\$ 6,400.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
10	Gabion Check Dams	240.00	LF	\$137.00	\$ 32,880.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
11	Trench Foundation Stabilization	5.00	CY	\$95.00	\$ 475.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
12	Trenchless Pipe Installation, 66 Inch Pipe Ramming	400.00	LF	\$3,150.00	\$ 1,260,000.00	40.00	\$ 126,000.00	0.00	\$ -	40.00	\$ 126,000.00	10%
13	Open Trench Pipe Installation, 66 Inch	237.00	LF	\$500.00	\$ 118,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
14	Open Trench Pipe Installation, 24 Inch	50.00	LF	\$75.00	\$ 3,750.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
15	Open Trench Pipe Installation, 12 Inch	125.00	LF	\$75.00	\$ 9,375.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
16	Open Trench Pipe Installation, 6 Inch	44.00	LF	\$40.00	\$ 1,760.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
17	Water Pipe Deflection	73.00	LF	\$100.00	\$ 7,300.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
18	New Catch Basin	1.00	EA	\$1,700.00	\$ 1,700.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
19	Concrete Manholes, 96 Inch a. 8.1 - 12 Feet Depth	2.00	EA	\$15,000.00	\$ 30,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
20	Connection to Existing Structures	2.00	EA	\$550.00	\$ 1,100.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
21	Filling Abandoned Structures	2.00	EA	\$900.00	\$ 1,800.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
22	Existing Pipe Abandonment	1.00	LS	\$50,000.00	\$ 50,000.00							
	Materials	1.00	LS	\$25,000.00	\$ 25,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Install Bulkheads	1.00	LS	\$12,500.00	\$ 12,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Remove Ravine Pipe	1.00	LS	\$12,500.00	\$ 12,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Outfall Structure, Columbia River	1.00	LS	\$60,000.00	\$ 60,000.00							
	Excavation	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Rock	1.00	LS	\$5,000.00	\$ 5,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Rebar	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Concrete	1.00	LS	\$27,000.00	\$ 27,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Misc Steel	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
23	Inlet Structure, Godfrey Park Ravine	1.00	LS	\$35,000.00	\$ 35,000.00							
	Excavation	1.00	LS	\$10,500.00	\$ 10,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Rock	1.00	LS	\$6,000.00	\$ 6,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Rebar	1.00	LS	\$8,000.00	\$ 8,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Concrete	1.00	LS	\$8,000.00	\$ 8,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Misc Steel	1.00	LS	\$2,500.00	\$ 2,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
24	Removal and Replace Concrete Curb and Gutter	35.00	LF	\$60.00	\$ 2,100.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
25	Asphalt Berm	15.00	LF	\$22.00	\$ 330.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
26	Removal and Disposal of Contaminated Soils	10.00	CY	\$150.00	\$ 1,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
27	Native Seeding	0.50	AC	\$15,000.00	\$ 7,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
28	Native Shrub Planting, #1 Container	349.00	EA	\$14.00	\$ 4,886.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
29	Native Shrub Planting, #5 Container	29.00	EA	\$80.00	\$ 2,320.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
30	Habitat Mitigation - Plant Establishment	1.00	LS	\$21,000.00	\$ 21,000.00							
	Materials	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Installation	1.00	LS	\$6,000.00	\$ 6,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
31	Erosion Control Matting	3419.00	SY	\$5.00	\$ 17,095.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
32	Construction Staking and As-Built	1.00	LS	\$14,000.00	\$ 14,000.00							
	Construction Staking	1.00	LS	\$13,000.00	\$ 13,000.00	0%	\$ -	80%	\$ 10,400.00	80%	\$ 10,400.00	80%
	As-Built	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
33	Ravine Access	1.00	LS	\$40,000.00	\$ 40,000.00							
	Materials	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	100%	\$ 10,000.00	100%
	Installation	1.00	LS	\$30,000.00	\$ 30,000.00	0%	\$ -	100%	\$ 30,000.00	100%	\$ 30,000.00	100%
34	Standpipe Decommissioning	1.00	LS	\$1,100.00	\$ 1,100.00							
	Standpipe Decommissioning	1.00	LS	\$1,100.00	\$ 1,100.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
35	Post Construction CCTV	856.00	LF	\$2.50	\$ 2,140.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
36	Private Property Condition Documentation & Owner Approval	3.00	EA	\$3,000.00	\$ 9,000.00	0.00	\$ -	3.00	\$ 9,000.00	3.00	\$ 9,000.00	100%

Contract Totals:	\$1,989,411.00	\$ 126,225.00	\$ 210,350.00	\$ 336,575.00	16.92%
Retainage (5%):		\$ 6,311.25	\$ 10,517.50	\$ 16,828.75	
Amount Due:		\$ 119,913.75	\$ 199,832.50	\$ 319,746.25	

\$119,913.75

APPROVED FOR PAYMENT

INIT _____ DATE _____
ACCOUNTS PAYABLE _____
FINANCE _____
SUPERVISOR _____

010-304-653409

7/1/15
7-1-15



July 1, 2015

Sue Nelson, PE
Engineering Supervisor
City of St. Helens
265 Strand Street
St. Helens, OR 97051

e-mail: Suen@ci.st-helens.or.us
Phone: 503.397.6272

Subject: Progress Payment Request #3 for June 2015

Dear Sue,

Please see the attached progress payment request for the month of June. During this month the following items were complete.

Partial Bid Item 2: Traffic Control

Partial Bid Item 3: Erosion Control

Partial Bid Item 12: Trenchless Pipe Installation, 66 Inch Pipe Ramming

The Progress Payment Invoice totals \$126,225.00, less 5% retainage of \$6,311.25, for an amount due of \$119,913.75.

Attached is a calculation sheet with the all of the bid items and details. Please feel free to contact me at (503) 623-5373 with any questions.

Regards,

Scott Thibert

Project Manager

James W. Fowler Co.

APPROVED FOR PAYMENT

KP



Murray, Smith & Associates, Inc.
Engineers/Planners

RECEIVED

JUN 22 2015

CITY OF ST. HELENS

INIT
JPC
Gm

ACCOUNTS PAYABLE
FINANCE
SUPERVISOR

DATE
6/29/15
6-30-15

121 S.W. Salmon, Suite 900 • Portland, Oregon 97204-2919 • PHONE 503.225.9010 • FAX 503.225.9022

Ms. Sue Nelson
City Engineering Supervisor
City of St. Helens
PO Box 278
St. Helens, OR 97051

June 19, 2015
Invoice No: 09-1078 - 64

Project 09-1078 Sanitary Sewer Rehabilitation Program

For professional engineering services performed through May 31, 2015

Task 310 PM - Godfrey Park
Labor

	Hours	Rate	Amount	
Professional Engineer V	.50	138.00	69.00	
Total	.50		69.00	
Labor Subtotal				69.00
			Task Total	\$69.00

Task 370 Engineering Support Services during Construction - Godfrey Park
Labor

	Hours	Rate	Amount	
Professional Engineer V	7.00	138.00	966.00	
Total	7.00		966.00	
Labor Subtotal				966.00
			Task Total	\$966.00

Invoice Total \$1,035.00

SN

010-304-653409
Godfrey Park Storm
SD-146

ST. HELENS PARKS COMMISSION

Minutes for Meeting of April 20, 2015

Council Chambers, City Hall

MEMBERS PRESENT

Jacob Woodruff, Chair
Phillip Roddy, Commissioner
Stan Chiotti, Commissioner
Howard Blumenthal, Vice Chair
John Brewington, Commissioner

STAFF PRESENT

Thad Houk, Parks Supervisor
Sheri Ingram, Secretary
Jenny Dimsho, Assistant Planner

GUESTS

Ginny Carlson
Mary Woiccak

MEMBERS ABSENT

COUNCILORS IN ATTENDANCE

Doug Morten

■ ■ ■

CALL TO ORDER

The meeting was called to order by Chair Woodruff at 4:00 p.m.

APPROVAL OF MINUTES

Chiotti made a **motion** to approve the minutes of the February 9, 2015 meeting. Motion was seconded by Blumenthal and approved unanimously.

TOPICS FROM THE FLOOR

Mary Woiccak with Friends of the Library wanted to talk to them about putting a little free library at Columbia View Park. They have one at the food bank and would like to move it down there maybe around the corner from the lifejacket station. They would install it and it would be restocked once a week with donated books from the library. If they put it down there, maybe the boaters would donate their books back to it. Woodruff asked about vandalism and Dimsho thought it was a good location. Chiotti said they could approve it and address the vandalism issue later if it happens. Woiccak said this is all free and Friends of the Library will install it and be responsible for maintenance on it. Brewington made a **motion** to recommend that Council approve putting the free library in Columbia View Park. Motion was seconded by Roddy and approved unanimously.

NEW BUSINESS

Parks Commission Report to Council: The Parks Commission has to give an annual report to the Council on what they have been doing and upcoming projects on June 3rd at 1:00. Brewington said he could do it and Chiotti said he may be able to be there too. Brewington will talk to Dimsho and get some points from the Master Plan. And he asked the other members to give him any information they would like included.

Smoking Ban in Parks: Ingram said this was brought up at a Council meeting and they wanted to know what the Parks Commission thought about it. The existing rule says there is no smoking within 50 feet of ball fields, playgrounds and other areas when there are other people present. Houk said no one enforces it. Dimsho said they had a Smoke-Free Forum and the police chief made a comment about how it is a societal enforcement. It's not something the police would enforce. Blumenthal worries about the summer coming and having vegetation fires. He has seen a lot of fires start from people throwing cigarette butts in barkdust. Houk asked if Sand Island was going to be smoke free too since it is a City park. And he wondered how you can tell people they can have campfires in the camping area but they can't smoke. Woodruff said there isn't any way to enforce it. The rule now says you can't smoke during events but he sees people smoking in the dugouts. Morten said they need to look down the road a year or two. Recreational marijuana is legalized and how are they going to deal with it around youth programs in the park? Can they set a precedent with advising no smoking? Woodruff said he thinks it just can't be enforced. Houk said you can have no smoking signs up and most people will honor it but one or two won't. Blumenthal says it gets tinder dry in the summer and you see signs on the County roads saying not to do it his time of year because of fire danger. Roddy said as long as signs are posted, there will be people who won't smoke so that helps. After some discussion, Brewington made a **motion** to recommend that Council keep the rule the way it is since it isn't enforced. Motion was seconded by Chiotti and approved by all but Blumenthal, who wanted a complete ban.

Vacancies: There were three applicants and they had a chance to talk to Jerry Belcher on the field trip to Nob Hill and he has a lot of good ideas. Blumenthal made a motion to recommend that Council appoint Jerry Belcher to the Parks Commission. Motion was seconded by Chiotti and approved unanimously. Chiotti made a motion to recommend that Council appoint Elisa Mann to the Parks Commission. Motion was seconded by Roddy and approved unanimously.

Reimbursements: At the last meeting, the Parks Commission recommended that Council not allow reimbursements for maintenance done by Girls Softball. Morten wanted to make sure that was still the case. Brewington said most of the fields in town were built with volunteer labor and groups have contributed thousands of dollars and they think it isn't a good idea to start something like this because everyone would want to do it. Blumenthal made a **motion** to recommend Council not allow reimbursements. Motion was seconded by Chiotti and approved unanimously. Houk said, on that note, Girls Softball has paid Tommy Fischer to level the other field at Campbell. They just put the sod down and are wrapping it up now.

OLD BUSINESS

Master Plan Update: Dimsho wanted to know if there was anything missing or anything else they would like to add to the Capital Improvement section. It is broken down by park and there are estimated costs for each project. The second half is about trails and she picked what she thought were the top five priority ones out of the list of 20 trails. Houk wanted to add three total shelters to McCormick because they have been asking for one at the dog park. Dimsho said Councilor Carlson requested that some all-play equipment for ADA-accessible play be added and they thought the best place for that would be McCormick. The sidewalk from the parking lot to the playground isn't wide enough and not level enough for wheelchairs. She will add that as a project.

The Columbia Botanical Garden is not included in this because most of the things that came up there were maintenance-related, not projects but the Planning Commission did want to see some interpretive signs there. That isn't too much money anyway.

Morten asked what the life of the Master Plan is and Dimsho said the Capital Improvement Plan is 15 years out and she doesn't think that is feasible. Some projects will not get done in that time frame because of funding. Morten thinks the Waterfront Development Plan should be added for future

development and Dimsho said there is a page in there for the possibility of adding property later. Also the waterfront trail is included in there and money is set aside for that. She also thinks Master Plans are representative of the time period when they were adopted and that will be clear with how we talk about the waterfront.

Pay Station Updates: Houk said they are having trouble getting Comcast down there to get things hooked up. And then the Marine Board will have to sign off on everything.

DISCUSSION ITEMS

Houk said we are putting new roofs on the dugouts at Campbell. Dimsho said she would pull that out of the Master Plan.

Blumenthal said they had 12 to 14 people at their semi-annual work party. They planted 20 plants and built a seating area with logs and gravel. Since it is Volunteer Appreciation Week, he would like to thank everyone who donates their time to the parks and ball fields. Woodruff thanked Blumenthal for giving them the tour of Nob Hill.

Chiotti asked if it would be acceptable to plant wildflowers down by the Welcome sign on the highway. Houk said that property belongs to ODOT and they mow it. Chiotti said they are working with ODOT and just wanted to know if the City had any issues with it and Houk said he had no objections.

Morten introduced our newest Councilor, Ginny Carlson to the Commission. Carlson said she worked with Houk and Riverside on painting some tables and she said Riverside can't wait to come back and paint more tables. She has toured other parks and they have ADA adaptive swings. She knows the Parks have no money but Chief Moss is part of Rotary and he thinks they might be able to partner with us to put some in and she also has a connection at the State who can get them at cost. She has also talked to Neal about getting the path at McCormick widened and flattened.

She was part of the splash park people and they have closed their account and given the leftover money to John for maintenance. She also has extra jets for replacements. Also the splash park and the banners on the highway were done with a Ford Family Foundation grant and they are doing a class this fall and having registration now if anyone is interested in being a part of that class to steer where that money goes next time.

Parks are essential for healthy families and communities and she really appreciates all they do.

COUNCILOR'S REPORT

Morten said we now have a Youth Commission that Locke is overseeing and they are doing more Council-type of work. They are seeing how government works and what goes on at the meetings. He would like to steer a few of them to the Parks Dept. for projects and he would like Houk to identify so projects that youths could get involved in. It would have been interesting to see how kids weighed in on things they discussed today like the smoking issue. It is refreshing to hear from them. Carlson said they are meeting tonight for the fifth time. The meeting is at 6:30.

They were talking about the Boise Veneer property and at one of the Council Meetings, Conn brought up that a lot of people would like access to the property rather than having it just sit there. He has talked to Sheppard and Nelson about getting some kind of trail or pathway from Columbia View all the way down the waterfront as close to the water as they can get to get people to walk.

OTHER MATTERS

ADJOURNMENT

The meeting was adjourned at 5:15 p.m. The next meeting is scheduled for Monday, June 15, 2015, at 4:00 p.m., in the Council Chambers at City Hall.

Respectfully Submitted,

Sheri Ingram
Secretary

2015 ATTENDANCE RECORD							
P = PRESENT / E = EXCUSED ABSENCE/U = UNEXCUSED ABSENCE							
Meeting Date	John Brewington	VACANT	Jacob Woodruff	VACANT	Stan Chiotti	Howard Blumenthal	Phillip Roddy
2/09	P		P		P	P	P
4/20	P		P		P	P	P

City of St. Helens
Library Board
Minutes from Thursday, May 21, 2015
Columbia Center Auditorium

Members Present

Barbara Lines, Chair
Mary Woiccak, Vice Chair
Nancy Bensen
Casey Jolissaint
Alex Mann

Members Absent

An Der Chang
Marsha Caton

Guests

2 Students from the St. Helens High
School

Councilors in Attendance

Susan Conn

Staff Present

Margaret Jeffries, Library Director



CALL MEETING TO ORDER: The meeting was called to order at 7:17 p.m. by Chair Barbara Lines.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: No public comment.

PREVIOUS MEETING MINUTES: Minutes approved as written.

AGENDA REVISIONS: Added Conversation Project update

CONVERSATION PROJECTS: Library Assistant Woodruff informed the Board the Library has been approved to host "A City's Center" on September 10, 2015 at 7:00 p.m. The Library has also expressed interest in hosting "Talking About Dying" in either November or January.

UPDATES FROM SUBCOMMITTEES:

Applications for open Library Board positions: Chair Lines, Vice-Chair Woiccak, and Board Member Mann, interviewed two applicants for the Library Board. The sub-committee recommends the Library Board send to the City Council for approval the appointment of Vanessa Jones and Mary Ellen Funderburg. Vice-chair Woiccak motioned the Library Board approve the recommendation to council, and Member Mann seconded the motion. The motion was passed by the Board.

Board Member Mann announced his decision to resign from the Library Board as of June 30, 2015.

The subcommittee will interview a third applicant for the Library Board on June 4, 2015.

Annual Report to the Council: Chair Lines presented the annual Library Report to the City Council.

Library's Birthday Celebration: Ninety people attended the 100th Birthday Celebration. Sixty-three people attended the children's birthday party.

The Columbia County Fair organizers have invited the Library to participate in the 100 year celebration during Fair Week. Volunteers are needed to help man the 100 year booth. The shifts for the booth are three hours long.

REVIEW RECOMMENDATION TO FORM SUB-COMMITTEE TO WORK ON FIVE-YEAR PLAN: A sub-committee will be formed at the end of the summer to begin working on the five-year plan for the Library. Director Jeffries suggests setting up a set time each week to meet.

LIBRARY DIRECTOR'S REPORT: The Budget Committee approved the Library's request to fund Youth Librarian Jones full-time and also approved funding a third Library Assistant at 0.3 FTE, or twelve hours per week.

The Library's new assistant, Becky Bean, started work in May. She is the St. Helens, OR, liaison for National Novel Writing Month (NaNoWriMo) and was also the inspiration behind the Library's Blind Date with a Book display during February 2013 and 2014.

Vernonia has a new Library Director, Shannon Romtvedt. Director Romtvedt would like to partner with SHPL for Our Community Reads (OCR) next spring. She suggested meeting in August with other Library Directors in the county. Each Director should bring ideas for OCR themes.

Director Jeffries asked the Board for any suggestions for an OCR theme. OCR events that brought in the local schools and had YA and Children's books were thought to be the most successful.

FRIENDS' REPORT: The second Little Free Library is slated to go in Columbia View Park. The Parks Commission approved its placement as did City Council. Mary Woicak and Burke Wood will meet Neal Sheppard at Columbia View Park at 1:30 p.m. Friday May 22, 2015, to finalize its placement. Friends Member Colleen De Long is making signs that say, "Leave a Book, Take a Book".

The Friends are donating 6 books to the Sacajawea Health Center's annual fundraising auction.

COUNCILOR'S REPORT: No report at this time.

NEXT MEETING:

The next regular meeting is scheduled for Tuesday, June 16 at 6:00 p.m. in the Armstrong Room.

Members need to bring all relevant materials to each meeting.

ADJOURNMENT:

The meeting was adjourned at 8:20p.m. by Chair Lines.

CR

Respectfully submitted by:

Library Director, Margaret Jeffries

2014-2015 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Bensen	Caton	Chang	Jolissaint	Lines	Mann	Woiccak
01/15/15	P	P	E	E	P	P	E
02/19/15	P	P	E	E	P	E	P
03/19/15	P	P	E	P	P	P	P
04/16/15	P	P	E	P	P	P	P
05/21/15	P	E	E	P	P	P	P
06/16/15							
07/14/15							
08/18/15							
09/17/15							
10/15/15							
11/19/15							
12/17/15							
01/21/16							
02/18/16							

City of St. Helens
Arts & Cultural Commission
Minutes from Thursday, April 2, 2015
City Council Chambers

Members Present

Kannikar Petersen
Luanne Kreutzer
Kevin Chavez, Chair
Diane Dillard, Vice Chair
Rosemary Imhof
Joan Youngberg

Members Absent

Guests

Antonia Doggett
Les Watters
Tina Curry

Councilors in Attendance

Susan Conn

Staff Present

Jennifer Johnson, Secretary
Margaret Jeffries, Library Director

OR

CALL MEETING TO ORDER

Chair Kevin Chavez called the meeting to order at 6 p.m.

VISITORS

There was one visitor.

APPROVAL OF MINUTES FOR FEBRUARY 5, 2015

Motion: Commissioner Kreutzer moved to approve the minutes with corrections for February 5, 2015. Vice Chair Dillard seconded. All in favor; none opposed; motion carries.

FISCAL REPORT

The Commission discussed the Fiscal report.

FIREWORK FUNDRAISER

Tina Curry presented an idea of painting firecrackers on the city street with the names of anyone who donates \$5. She would like the Arts Commission to paint them on the streets or come up with a design. The Commission suggested a larger donation for that kind of recognition. Chair Chavez asked Curry to come back when she has more details; such as location and approval from Public Works to paint on the street.

MURAL PROJECT

Antonia Doggett presented a sketch of her revised design. Doggett presented her sketch of a rhino with two children putting mail in the mailbox. The Commission was very happy with the design. There was a suggestion to make one of the children a boy.

Doggett would like to work with a small group of volunteers when it comes time to paint. She will be working early in the mornings to avoid the heat. The project will take approximately thirty days to complete.

The next step is to show the design to the Postmaster.

Motion: Vice Chair Dillard made a motion to pay Antonia Doggett the \$300 for her design. Commissioner Petersen made an amendment to pay Antonia Doggett the \$300 with her signature on the sketch. Commissioner Petersen seconded. All in favor; none opposed; motion carries.

The Commission discussed purchasing parking blocks to avoid black scrapes on the mural.

TRASH CAN PAINTING

The Commission discussed sponsorships from last year. They would also like to add prize money to the people's choice award. The Commission discussed different prize categories. It was decided that participants can bring your own painting tools this year.

Motion: Commissioner Kreutzer made a motion to spend \$500 on trash can painting awards on July 4th 2015.

The award categories and prize money will include:

- Most Artistic Can \$200
- Best Park Theme \$200
- People's Choice \$100

Vice Chair Dillard seconded. All in favor; none opposed; motion carries.

Commissioner Kreutzer will review the designs for acceptance.

The prime party will be held on June 27th at 9 a.m.

The Commissioners will think about items to sell during the trash can painting competition. A banner will be hung at the event for premier sponsors this year. New brushes might be needed this year.

GATEWAY PROJECT PHASE II

The Commission reviewed the RFP. It is the same one used in 2012 for phase I with a few updates. Library Director Jeffries suggested referencing phase I in the RFP. Petersen will add information under the purpose in the RFP.

BIKE RACK PROJECT

Commissioner Imhof met with Carl Sumson at the High School. He will present it to the students. The Commission briefly discussed possible locations for the bike racks. Current suggestions are the Post Office and Dairy Delish.

ARTS AND CRAFTS WORKSHOPS

The mosaic and puppetry classes are scheduled and ready to go. Children younger than ten years old must have a parent with them at all times.

Four motel rooms have been booked for a discounted price of \$358.60.

Vice Chair Dillard will pick up snacks to provide at the workshops.

[illegible]

City of St. Helens
Arts & Cultural Commission
Minutes from Tuesday, June 9, 2015
City Council Chambers

Members Present

Kannikar Petersen
Luanne Kreutzer
Kevin Chavez, Chair
Joan Youngberg

Councilors in Attendance

Susan Conn

Staff Present

Jennifer Johnson, Secretary
John Walsh, City Administrator

Members Absent

Diane Dillard, Vice Chair
Rosemary Imhof

Guests

Antonia Doggett
Al Petersen
Nathan Don



CALL MEETING TO ORDER

Chair Kevin Chavez called the meeting to order at 5:30 p.m.

Chair Chavez gave a brief description on the proposed mural project. The Commission received two formal comments via email. Chair Chavez read the emails.

I like the rhino, really well drawn, but think it should be a local animal. A deer or elk- even one of those crazy big horned cows out in the field when you come into town!

It's a great image, but it's a stretch to connect mail and the idea of an animal half a world away...

*Thanks,
Stephanie Bryan*

Not enough time to get comments in. Just saw the art on facebook. Please do not create another art project that puts the city in a negative light. Shades of the infamous volcano fiasco. Bring back Paul Coca's art.

This is more than whimsy. It is plain ugly. Keep Portland weird, not St. Helens. If it were taken from a children's book about the city, maybe. But a rhinoceros has nothing to do with the town or its history. And to see kids depicted as playing with the mail, it is a bad example to kids and adults. Mail is not to be trivialized.

Lynn Chiotti

The Commission discussed all the positive verbal feedback from members of the community. Antonia Doggett said the Rhino was chosen to ask that question, "Why the Rhino?" She hopes kids will look at the mural and ask more questions about rhinos. We all live together on the same planet even if you don't see these types of animals every day. It could spark awareness that rhinos are endangered. She mentioned the location of the school. Children will pass by the mural everyday on their way to school. Native animals are something we see all the time she hopes to bring something different to the mural.

Commissioner Kreutzer was concerned about negative opinion.

Chair Chavez said the feedback he has been seeing on the project is mostly the question why. He shared a quote with the Commission. He said this project will show that the City has tolerance for new ideas. People are asking why means this is a good project.

Commissioner Petersen said when something is predictable it becomes invisible. Art is not always understood.

Councilor Conn said art should stimulate conversation.

City Administrator John Walsh mentioned extending the public hearing to the next meeting if the concern is not enough public comment. Commissioner Petersen said they would like to get this project in front of the Council next week. She would like to get this approved in time to start painting in August. City Administrator Walsh asked about the postmaster agreeing with the concept. Chair Chavez said the postmaster is okay with the project. They did ask why the Rhino.

VISITORS

Visitor Al Petersen commented. He said it all depends on the concept. What the art looks like or if someone thinks it's "ugly" is not criteria for a recommendation to City Council. He wanted to remind everyone that the Before I Die wall project was also called ugly. There is now overwhelming positive comments on that project. Petersen has heard positive comments about the mural project. He mentioned people are tired of seeing the same old thing such as an elk or salmon.

Visitor Nathan Don commented. He studies art and enjoys art. He has visited the Art Institute of Portland and has seen all kinds of art. He said this is a wonderful idea for the fact that it is different. Not many cities have a rhino on their post office. It will be like a landmark.

PUBLIC HEARING CLOSED

The public hearing was closed at 6:02 p.m.

Chair Chavez called the regular meeting to order at 6:03 p.m.

The Commission reviewed the guidelines for a recommendation to the City Council.

Commissioner Kreutzer mention a written agreement is needed from the postmaster. The City has communication that supports the use of the building for the mural. City Administrator Walsh suggested a use and maintenance agreement.

[illegible]

Accounts Payable

To Be Paid Proof List

User: Shellym
 Printed: 06/23/2015 - 8:39AM
 Batch: 00013.06.2015



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
COBLE, DANIEL COUNTERF JUNE22 2015 008-008-558104 Events	6/22/2015	500.00	0.00	06/23/2015	BAND PERFORMANCE AT EVENT 6-20-15			False	0
JUNE22 2015 Total:		500.00							
COBLE, DANIEL Total:		500.00							
Report Total:		500.00							

Accounts Payable

To Be Paid Proof List

User: Shellym
 Printed: 06/26/2015 - 9:32AM
 Batch: 00012.06.2015



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
ADVANCED LOCKING SOLUTIONS, INC.									
000668									
9439	6/12/2015	203.10	0.00	06/26/2015				False	0
001-005-509000 Marine board expense				MAP-SAND ISLAND					
9439 Total:		203.10							
ADVANCED LOCKING S		203.10							
ALS ENVIRONMENTAL									
001328									
51-303841-0	6/18/2015	523.50	0.00	06/26/2015				False	0
018-019-501000 Operating Materials				WATER TESTING					
51-303841-0	6/18/2015	523.50	0.00	06/26/2015				False	0
018-020-501000 Operating Materials & Supplies				WATER TESTING					
51-303841-0 Total:		1,047.00							
ALS ENVIRONMENTAL		1,047.00							
BLUMENTHAL UNIFORMS									
003660									
128633	6/17/2015	715.00	0.00	06/26/2015				False	0
001-002-501000 Operating Materials & Supp				MEST MATT MOLDEN					
128633 Total:		715.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	BLUMENTHAL UNIFOR	715.00							
BULLARD LAW 004880 18902	6/10/2015	4,791.50	0.00	06/26/2015				False	0
001-002-454000 Attorney				LEGAL SERVICES THROUGH 5-31-15					
18902 Total:		4,791.50							
BULLARD LAW Total:		4,791.50							
BURKE, JAY J.BURKE JUNE23 2015	6/23/2015	12.00	0.00	06/26/2015				False	0
001-000-317000 Dog License				REFUND FOG LICENSE					
JUNE23 2015 Total:		12.00							
BURKE, JAY Total:		12.00							
CARQUEST AUTO PARTS STORES 005845									
MAY31 2015	5/31/2015	377.79	0.00	06/26/2015				False	0
015-015-501000 Operating Materials & Supp				MATERIALS SHOP					
MAY31 2015	5/31/2015	113.99	0.00	06/26/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS PARKS					
MAY31 2015 Total:		491.78							
CARQUEST AUTO PART		491.78							
CENTRAL CITY CONCERN 006279									
MAY 2015	5/31/2015	145.00	0.00	06/26/2015				False	0
001-002-473000 Miscellaneous Expense				CIVIL HOLD, ADMIT TO HOOPER DETOX CENTER S					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	MAY 2015 Total:	145.00							
	CENTRAL CITY CONCE	145.00							
CENTURY LINK									
034002									
JUNE17 2017	6/17/2015	20.35	0.00	06/26/2015				False	0
018-019-458000 Telecommunication Expense				ACCT 025B					
JUNE17 2017	6/17/2015	20.36	0.00	06/26/2015				False	0
018-020-458000 Telecommunication Expense				ACCT 025B					
JUNE17 2017	6/17/2015	40.71	0.00	06/26/2015				False	0
017-017-458000 Telephone Expense				ACCT 369B					
	JUNE17 2017 Total:	81.42							
	CENTURY LINK Total:	81.42							
CENTURY LINK									
034004									
JUNE11 2015	6/15/2015	88.40	0.00	06/26/2015				False	0
001-002-458000 Telephone Expense				ACCT 1664					
	JUNE11 2015 Total:	88.40							
JUNE15 2015	6/15/2015	88.40	0.00	06/26/2015				False	0
017-417-458000 Telephone expense				ACCT 1665					
	JUNE15 2015 Total:	88.40							
	CENTURY LINK Total:	176.80							
CINTAS CORPORATION									
037620									
5003192515	6/16/2015	149.00	0.00	06/26/2015				False	0
001-005-501000 Operating Materials & Supp				FIRST AID CAB RESTOCKING PARKS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
5003192515 Total:		149.00							
5003192516	6/16/2015	58.90	0.00	06/26/2015				False	0
001-002-501000	Operating Materials & Supp			FIRST AID CAB RESTOCKING POLICE					
5003192516 Total:		58.90							
5003192519	6/16/2015	34.54	0.00	06/26/2015				False	0
013-403-470000	Building			FIRST AID CAB RESTOCKING PUBLIC WORKS					
5003192519 Total:		34.54							
CINTAS CORPORATION		242.44							
CINTAS CORPORATION-463									
006830									
463499275	6/17/2015	44.11	0.00	06/26/2015				False	0
018-019-470000	Building Expense			MATERIALS					
463499275	6/17/2015	44.12	0.00	06/26/2015				False	0
018-020-470000	Building Expense			MATERIALS					
463499275 Total:		88.23							
CINTAS CORPORATION		88.23							
CODE PUBLISHING, INC.									
007162									
50162	6/19/2015	1,333.05	0.00	06/26/2015				False	0
012-102-554000	Contractual/consulting serv			MINICIPAL CODE ELECTRONIC UPDATE					
50162 Total:		1,333.05							
CODE PUBLISHING, INC		1,333.05							
COLUMBIA RIVER P.U.D.									
008325									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
1448081	6/23/2015	82.74	0.00	06/26/2015				False	0
011-011-501000 Operating Materials & Supp				STREET LIGHT REPAIRS					
1448081 Total:		82.74							
COLUMBIA RIVER P.U.D		82.74							
COMCAST									
COMCAST									
JUNE14 2015	6/14/2015	106.98	0.00	06/26/2015				False	0
001-005-458000 Telephone Expense				PARKS					
JUNE14 2015 Total:		106.98							
COMCAST Total:		106.98							
COMMUNITY ACTION TEAM, INC.									
008603									
JUNE25 2015	6/25/2015	6,680.00	0.00	06/26/2015				False	0
033-033-560000 CAT Dist. Transitional Housing				TRANSFER LOAN REPAYMENTS FROM COUNTY TO					
JUNE25 2015 Total:		6,680.00							
COMMUNITY ACTION T		6,680.00							
CONSOLIDATED SUPPLY									
009000									
S7333243.001	6/9/2015	90.37	0.00	06/26/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
S7333243.001 Total:		90.37							
S7334594.001	6/16/2015	419.20	0.00	06/26/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
S7334594.001 Total:		419.20							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
S7349766.001	6/16/2015	2,275.84	0.00	06/26/2015				False	0
017-017-501000	Operating Materials & Sup.			MATERIALS					
	S7349766.001 Total:	2,275.84							
	CONSOLIDATED SUPPL	2,785.41							
DEQ, OREGON									
010137									
HSRAF15-2952	6/18/2015	501.72	0.00	06/26/2015				False	0
009-209-554100	Environmental review			BOISE VENEER PLAN 163815-000 PERSONAL SERVIC					
	HSRAF15-2952 Total:	501.72							
	DEQ, OREGON Total:	501.72							
EAGLE STAR ROCK PRODUCTS, INC.									
010970									
29418	6/5/2015	130.76	0.00	06/26/2015				False	0
010-302-653201	Water main replacement			ROCK S 2ND ST					
	29418 Total:	130.76							
29444	6/12/2015	151.99	0.00	06/26/2015				False	0
018-021-501000	Operating Materials & Supplies			ROCK 4TH ST STORM					
	29444 Total:	151.99							
29455	6/16/2015	129.03	0.00	06/26/2015				False	0
010-302-653201	Water main replacement			ROCK S 2ND ST					
	29455 Total:	129.03							
	EAGLE STAR ROCK PRO	411.78							
ENVI ROAD									
011440									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
4759	6/18/2015	2,438.00	0.00	06/26/2015				False	0
011-011-501000 Operating Materials & Supp				MATERIALS					
4759 Total:		2,438.00							
ENVI ROAD Total:		2,438.00							
H.D. FOWLER CO.									
012650									
I3950859	6/17/2015	1,436.36	0.00	06/26/2015				False	0
010-302-653202 Water meter replacement				RADIO METERS					
I3950859	6/17/2015	1,159.90	0.00	06/26/2015				False	0
017-017-501000 Operating Materials & Sup.				RADIO METERS					
I3950859 Total:		2,596.26							
H.D. FOWLER CO. Total:		2,596.26							
HELLER ENTERPRISES									
015064									
22630	6/5/2015	10.00	0.00	06/26/2015				False	0
001-005-501000 Operating Materials & Supp				V BELTS					
22630 Total:		10.00							
HELLER ENTERPRISES		10.00							
KJ SECURITY SOLUTIONS & LOCKSMITH, LLC									
KJSECUR									
552	6/18/2015	545.00	0.00	06/26/2015				False	0
001-002-470000 Building Expense				ALARM LOCK POLICE					
552 Total:		545.00							
KJ SECURITY SOLUTIO		545.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
MASONS SUPPLY COMPANY									
019416									
1406591-000	6/16/2015	449.00	0.00	06/26/2015				False	0
011-011-501000 Operating Materials & Supp				MATERIALS					
1406591-000 Total:		449.00							
MASONS SUPPLY COMP		449.00							
METROPRESORT									
020292									
473653	6/25/2015	500.00	0.00	06/26/2015				False	0
012-106-554000 Contractual/consulting serv				6/1/15 SET UP CHARGE					
473653 Total:		500.00							
METROPRESORT Total:		500.00							
MIDWEST TAPE									
020427									
92932076	6/12/2015	144.96	0.00	06/26/2015				False	0
001-004-483000 Audio Materials				AUDIO MATERIALS					
92932076 Total:		144.96							
MIDWEST TAPE Total:		144.96							
MISSION COMMUNICATIONS, LLC									
MISS.COM									
40030094	5/28/2015	347.40	0.00	06/26/2015				False	0
018-022-458000 Telecommmunication expense				PUMP STATION 8 SERVICE PACKAGE					
40030094 Total:		347.40							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
	MISSION COMMUNICAT	347.40							
<hr/>									
MOORE, ANTONIA									
MOORE.A									
JUNE24 2015	6/24/2015	7.35	0.00	06/26/2015	REFUND RECORDS DEPOSIT			False	0
001-000-354000 Misc Revenue									
<hr/>									
	JUNE24 2015 Total:	7.35							
<hr/>									
	MOORE, ANTONIA Total	7.35							
<hr/>									
NORTHSTAR CHEMICAL, INC.									
021556									
62633	6/17/2015	501.65	0.00	06/26/2015	CHEMICALS			False	0
017-417-527000 Chlorine									
<hr/>									
	62633 Total:	501.65							
<hr/>									
	NORTHSTAR CHEMICAL	501.65							
<hr/>									
NORTHWEST DELI DISTRIBUTION INC									
021184									
244097-2	5/19/2015	59.63	0.00	06/26/2015	CHEMICALS			False	0
001-005-501000 Operating Materials & Supp									
<hr/>									
	244097-2 Total:	59.63							
<hr/>									
247423	5/22/2015	5.98	0.00	06/26/2015	CLEANING SUPPLIES			False	0
001-005-501000 Operating Materials & Supp									
<hr/>									
	247423 Total:	5.98							
<hr/>									
247594	6/5/2015	147.76	0.00	06/26/2015	MATERIALS			False	0
001-005-501000 Operating Materials & Supp									
<hr/>									
	247594 Total:	147.76							
<hr/>									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
248750	6/9/2015	627.90	0.00	06/26/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
248750 Total:		627.90							
NORTHWEST DELI DIST		841.27							
OPUS:INTERACTIVE, INC.									
021979								False	0
ACCT 4775	6/15/2015	5.00	0.00	06/26/2015					
001-002-500000 Computer System Maint.				POP MAOLBOXES					
ACCT 4775 Total:		5.00							
ACCT 5022	6/24/2015	5.00	0.00	06/26/2015				False	0
001-002-500000 Computer System Maint.				DNS HOSTING					
ACCT 5022 Total:		5.00							
ACCT 5951	6/15/2015	39.00	0.00	06/26/2015				False	0
012-102-473000 Miscellaneous				DSL AND IP WTP					
ACCT 5951 Total:		39.00							
OPUS:INTERACTIVE, IN		49.00							
OREGON GOVERNMENT FINANCE									
022600								False	0
JUNE25 2015	6/25/2015	315.00	0.00	06/26/2015					
012-106-490000 Professional development				ANNUAL MEM RENEWAL JON ELLIS, CAROL GREEN					
JUNE25 2015 Total:		315.00							
OREGON GOVERNMEN		315.00							
OREGON TRAVEL EXPERIENCE									
OR.TRAVE									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
78620	6/18/2015	67.00	0.00	06/26/2015				False	0
008-008-451000 Media Expense				RIVERFRONT NATL HISTORIC DIST HWY SIGN PROC					
78620 Total:		67.00							
OREGON TRAVEL EXPE		67.00							
OWEN EQUIPMENT COMPANY									
024119									
00168035	6/15/2015	62.30	0.00	06/26/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
00168035 Total:		62.30							
OWEN EQUIPMENT COM		62.30							
PEAK ELECTRIC GROUP, LLC									
PEAK.ELE									
150042	6/18/2015	125.00	0.00	06/26/2015				False	0
001-004-470000 Building Expense				REPLAIST BALLAST LIBRARY					
150042 Total:		125.00							
PEAK ELECTRIC GROU		125.00							
PHILLIPS, CYNTHIA									
025515									
063015	6/22/2015	1,592.00	0.00	06/26/2015				False	0
001-103-554000 Contractual/consulting serv				JUDICIAL SERVICES END JUNE 2015					
063015 Total:		1,592.00							
JUNE19 2015	6/19/2015	160.00	0.00	06/26/2015				False	0
012-101-454000 Attorney				JUDICIAL SERVICES 5/14-6/19 CONTRACT ENTRIES					
JUNE19 2015	6/19/2015	20.00	0.00	06/26/2015				False	0
010-301-653108 Eisenschmidt Sidewalk-Overlay				JUDICIAL SERVICES 5/14-6/19 CONTRACT ENTRIES					
JUNE19 2015	6/19/2015	20.00	0.00	06/26/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
010-303-653306 Lift station				JUDICIAL SERVICES 5/14-6/19 CONTRACT ENTRIES					
JUNE19 2015	6/19/2015	20.00	0.00	06/26/2015				False	0
011-011-454000 Attorney				JUDICIAL SERVICES 5/14-6/19 CONTRACT ENTRIES					
JUNE19 2015 Total:		220.00							
PHILLIPS, CYNTHIA Tot		1,812.00							
SELDEN, LAURIE									
030715				06/26/2015				False	0
083114	6/22/2015	2,948.00	0.00	PROSECUTORIAL SERVICES END JUNE 2015					
001-103-554000 Contractual/consulting serv									
083114 Total:		2,948.00							
SELDEN, LAURIE Total:		2,948.00							
SOLUTIONS YES									
013581				06/26/2015				False	0
INV45444	6/19/2015	179.31	0.00	COPIES					
012-107-502000 Equipment expense									
INV45444 Total:		179.31							
SOLUTIONS YES Total:		179.31							
STAPLES BUSINESS ADVANTAGE									
031983				06/26/2015				False	0
8034735303	6/6/2015	305.40	0.00	SUPPLIES					
012-107-457000 Office supplies									
8034735303 Total:		305.40							
8034819257	6/13/2015	72.48	0.00	06/26/2015				False	0
012-107-457000 Office supplies				SUPPLIES					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
8034819257 Total:		72.48							
STAPLES BUSINESS AD		377.88							
TRAFFIC SAFETY SUPPLY CO., INC									
033600									
998722	6/10/2015	41.60	0.00	06/26/2015	SIGN			False	0
011-011-501000 Operating Materials & Supp									
998722 Total:		41.60							
TRAFFIC SAFETY SUPP		41.60							
UNIBIND, INC.									
034225									
407948	4/23/2015	679.13	0.00	06/26/2015	MATERIALS			False	0
012-107-457000 Office supplies									
407948 Total:		679.13							
5479	6/9/2015	-455.00	0.00	06/26/2015	CREDIT			False	0
012-107-457000 Office supplies									
5479 Total:		-455.00							
UNIBIND, INC. Total:		224.13							
WILBUR-ELLIS CO.									
037000									
9132288	6/17/2015	2,261.00	0.00	06/26/2015	CHEMICALS			False	0
001-005-513000 Chemicals									
9132288 Total:		2,261.00							
WILBUR-ELLIS CO. Total		2,261.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
WILCOX & FLEGEL									
037003									
C163205-IN	6/22/2015	1,565.86	0.00	06/26/2015	POLICE GAS			False	0
001-002-531000 Gasoline Expense									
	C163205-IN Total:	1,565.86							
	WILCOX & FLEGEL Total	1,565.86							
WILLEMSE GLASS									
037225									
28242	6/5/2015	88.00	0.00	06/26/2015	PLEXI GLASS			False	0
012-107-457000 Office supplies									
	28242 Total:	88.00							
	WILLEMSE GLASS Total	88.00							
	Report Total:	38,392.92							

City of St. Helens
Consent Agenda for Approval

ANIMAL FACILITIES

The following facilities have been inspected by Sargent Rick Graham and are recommended for approval of an Animal Facility License:

<u>Owner Name</u>	<u>Location</u>	<u>Purpose</u>
♦ Debera Clure	519 S. 11 th St.	multiple dogs

138-088

City of St. Helens

P.O. Box 278 • 265 Strand Street • St. Helens, OR 97051 • 503-397-6272

Application Fee: \$40.00

Animal Facility License Application

St. Helens Municipal Code Chapter 6.04

RECEIVED

MAY 12 2015

CITY OF ST. HELENS

If you own any of the following inside the city limits, you must have an Animal Facility License:

- More than 3 adult dogs; or
- More than 3 adult dogs and one litter of puppies; or
- More than 3 adult hens and/or ducks and 6 chicks or ducklings under 9 weeks; or
- More than 3 adult rabbits and/or 1 litter of bunnies under 9 weeks; or
- An exotic animal

Complete the application and return to the above address with the fee. You must list each animal separately in the space provided below that you intend to keep at your facility. Your facility, including perimeter fence if required, must be inspected before your application will be forwarded to the City Council for action. The Police Department will contact you within 10 days of application to schedule an inspection. The application fee is \$40 for a two year license and must be renewed prior to expiration.

If your application is denied, you have two options to obtain compliance:

- You meet the requirements for an animal facility license; or
- You have only allowed animals on your property.

Once you can prove that you are in compliance for a license, we can seek approval by the City Council. If you have eliminated the need for an animal facility license, you may request a refund of the application fee.

Address at which animal(s) will be kept:

Applicant Information

Alternate Contact/In Case of Emergency

Name: Debera Clure

Name: Amy Pritchett

Mailing address: 519 S. 11th Street

Mailing address: 515 S. 11th Street

City/State/Zip: St. Helens, OR 97051

City/State/Zip: St. Helens OR 97051

Cell phone:

Cell phone:

Home phone:

Home phone:

Email:

Day/time of week that works best for you: PM

List each animal to be kept at the above address (attach additional paper if more than 6 animals)

Species/Breed	Name	Sex	Age	County Dog License Expiration Date
1. Chihuahua	Barney	M	5	5-8-78
2. Chihuahua	Boo	M	4	10/31/15
3. Chihuahua	Gypsy	F	3	3/21/15
4. Chihuahua	Ruby	F	5	10/31/15
5. Chihuahua	PAULET	F	3	
6. Chihuahua	PAULET	F	3	

Veterinarian Information

Name: Midway Vet

Phone: 503-397-6470

Address: Columbia River Hwy.

City/State/Zip: Warren, OR 97057

Liability Insurance Information

Agent's Name: Chris

Phone: 503-397-7714

Insurance Company: Pieper Ramsdell

Policy No.:

Attach a copy of the policy indicating applicant is covered while maintaining the described animal(s) or have a copy available for the officer when they come to inspect your facility.

AUTHORIZATION

I, Debera Clure, understand that I am applying for an animal facility license to keep the above listed animal(s) at 519 S. 11th Street, St. Helens, Oregon. I have read Municipal Code Chapter 6.04 Animal Control Code, and fully understand my obligation as an animal owner and facility operator and agree to comply with the Code and applicable county, state and federal laws. I further understand that this license, if approved, is valid for a period of two years and must be renewed prior to expiration.

Applicant Signature

Date Signed

FOR OFFICE USE ONLY

Date received: 5-12-15	Officer assigned:	Date forwarded to City Recorder:
Received by: H. Davis	Date/Time of inspection:	Council meeting date:
Receipt No.: 1384157	Officer recommendation:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Dated forwarded to PD: 5-12-15	<input type="checkbox"/> Approve <input type="checkbox"/> Deny	If approved, date license issued:
Forwarded by: H. Davis		Expiration date:

CASE NUMBER 15-300662	ST. HELENS POLICE DEPARTMENT		GENERAL OFFENSE				PAGE/OF 1/2	
	CASE NUMBER 15-300662	REFER CASE NUMBER(S)	CLASSIFICATION				CLR	
	DATE/TIME REPORTED 05-30-2015 1330	DATE/TIME OCCURRED (START) 05-30-2015 1300	DATE/TIME OCCURRED (END)					
	LOCATION OF OCCURRENCE 519 S 11TH ST, ST HELENS (COLUMBIA COUNTY)							
	PREMISE TYPE 11 - RESIDENCE APARTMENT / PLEX / CONDOMINIUM							
	OFFENSES							
	OFFICER'S OFFENSE 6201 - ANIMAL VIOLATION/ORD	CRIMINAL ACT <i>No Violation</i>	FORCE	WEAPON				
	PERSON - OWNER							
	NAME (last, first middle) CLURE, DEBRA MAY		CRN	SEX F	RACE	DOB		
	HOME ADDRESS 519 S 11TH ST		CITY SAINT HELENS	STATE OR	ZIP 97051	HOME PHONE		
EMPLOYER ADDRESS		WORK PHONE	HGT	WGT	HAIR	EYES	MOBILE PHONE	
ID NUMBERS DRIVER LICENSE:								
CASE SUMMARY REPORTED BY: 22520 DATE/TIME: 05-30-2015 1330								
Animal Facility License inspection - no violation.								
NARRATIVE REPORTED BY: 22520 DATE/TIME: 05-30-2015 1330								
On Wednesday, 053015 at approximately 1300 hours, I met with Debera Clure at her residence at 519 South 11th Street, St. Helens, OR to conduct a prescheduled Animal Facility License Application inspection. This inspection is to ensure the facility is in compliance with Ordinance 6.04.080, OAR 609.415, OAR 609.420, OAR 603-015-0025 through 603-015-0065. Included with her application was her liability insurance rider information (Pieper Ramsdell) and information regarding where she seeks veterinary care for her animals; Midway Veterinary Clinic in Warren, OR.								
ENTRY DPSST	I noticed her home is the west end of a duplex (two family) wood framed residence in a residential neighborhood. I also noted that the neighbor from the next unit was present for the inspection to show his support. Ms. Clure explained to me that the facility license is to allow her to have a larger number of family pets, not to run a shelter or boarding service.							
<input type="checkbox"/> Desk								
<input type="checkbox"/> Persons	I saw the residence had a spacious back yard with a sturdy 6' high chain link fence on the back perimeter. Inside this fence was a shorter fence (4' high) which completely encircled the dog area. This smaller fence keeps the dogs away from the larger one because the taller fence is actually owned by the back neighbor. The fences are in good condition and are adequate to keep Ms. Clure's animals on her property and to keep other animals from entering her yard. This yard space has adequate runoff to prevent water pooling. It also has protection from inclement weather, sun, rain and wind.							
<input type="checkbox"/> Vehicles								
<input type="checkbox"/> Distributn.	She invited me into her home where I saw several small house dogs. The home was clean and orderly. The dogs were well-mannered and did not appear to be aggressive. The home has working electricity, potable water and wash facilities to keep clean. The home was a comfortable temperature with both natural and artificial lighting							
REPORTING OFFICER(S) / DPSST GRAHAM, RICK W (22520)		PREC / DIV PATROL						

ST. HELENS POLICE DEPARTMENT	GENERAL OFFENSE	PAGE/OF 2/2
<p>illuminating the interior. The food was stored in a plastic to prevent vermin infestation. The food and water is served in bowls that are up off of the floor. The dog's bedding was clean and dry.</p> <p>The house and yard are clean. Ms. Clure said she cleans up daily, putting feces into the garbage.</p> <p>After a check with CCOM for recent calls at this address, I am not aware of any recent complaints received by SHPD regarding noise, odors, stray animals, or other Ordinance violations regarding Ms. Clure's residence.</p> <p>From everything I gathered during this inspection I believe Ms. Clure's residence is in compliance with City Ordinance 6.04.080 and should be issued an Animal Facility License Permit.</p>		
<p>ACTION RECOMMENDED REPORTED BY: 22520 DATE/TIME: 05-30-2015 1330</p>		
<p>Refer to City Council for license issuance.</p>		

REPORTING OFFICER(S) / DPSST GRAHAM, RICK W (22520)	PREC / DIV PATROL
--	----------------------

Owner Detail

Owner 10525

Name: CLURE, DEBERA

Senior Citizen:

Kennel: ☐

Inspection Date:

Expiration Date:

Limit:

Street Address:

519 S 11TH
ST. HELENS, OR 97051

Mailing Address:

519 S 11TH ST
SAINT HELENS, OR 97051

Phone:

Notes:

Adoption Notes:

Disallow Adoption: ☐

Animals:

ID	Name	<i>Rabies Expire</i>	Breed	Color	License	Issue Date	Exp. Date
18799	BARNEY	5-8-18	CHIHUAHUA X	BROWN	SH05100	5/12/2015	12/31/2015
18922	BOO	10-31-15	CHIHUAHUA	BLACK	SH05098	2/11/2013	10/31/2015
19646	GYPSY	3-31-16	CHIHUAHUA	BROWN	SH05924	3/20/2013	3/31/2016
20782	RUBY	10-31-15	CHIHUAHUA X	BROWN	SH05740	11/9/2012	10/31/2015

Complaints:



A Liberty Mutual Company

Close Window

Policy Information	Address	Underwriting	Applicant	Dwelling Information	Coverage Selection	Summary	Order Reports	Billing	Issue
Line of Business: Home Client Name: Debra*Klure									Help

Billing

Total Annual Premium \$122.00 Effective Date 05/05/2015
Rating State Oregon

Billing Plan Options

Select an Automatic Payment Plan to reduce risk of missed or late payments.

*Billing Plan

Automatic Payment

	Down Pay (fee incl)	Estimated Install (fee incl) †	Install Fee	Estimated Install Number †	Billing Plan Discount	Estimated Total Policy Cost †
<input type="radio"/> Full Pay	\$122.00	\$0.00	\$0.00	1	\$0.00	\$122.00
<input type="radio"/> 2-Pay	\$61.00	\$61.00	\$0.00	2	\$0.00	\$122.00
<input type="radio"/> 4-Pay	\$32.50	\$32.50	\$2.00	4	\$0.00	\$130.00
<input type="radio"/> Monthly Pay	\$12.17	\$12.17	\$2.00	12	\$0.00	\$146.00
<input type="radio"/> Payroll Deduction	\$10.17	\$10.17	\$0.00	12	\$0.00	\$122.00
?						

Bill By Mail

	Down Pay (fee incl)	Estimated Install (fee incl) †	Install Fee	Estimated Install Number †	Billing Plan Discount	Estimated Total Policy Cost †
<input type="radio"/> Full Pay	\$122.00	\$0.00	\$0.00	1	\$0.00	\$122.00
<input type="radio"/> 2-Pay	\$61.00	\$61.00	\$0.00	2	\$0.00	\$122.00
<input type="radio"/> 4-Pay	\$35.50	\$35.50	\$5.00	4	\$0.00	\$142.00
<input type="radio"/> Monthly Pay	\$25.33	\$15.17	\$5.00	12	\$0.00	\$182.00
?						

† Installment amount, installment number and total policy cost are estimates determined at the time the policy is issued. Actual installment amount, installment number and total policy cost may vary after the policy is added to the billing account.

Down Payment

- *Make Initial Payment By
- ☐ Online Check (one-time deduction from insured's bank account)
 - ☐ Debit/Credit Card (one-time charge to insured's card)
 - ☐ Agency Sweep (one-time deduction from agency's bank account)
 - ☐ Check (use only when you have insured's check and mail to Safeco within 20 days)

CITY OF ST. HELENS
265 Strand
St. Helens, OR 97051

05/12/2015 2:36 PM
Receipt No. 01384157

bl
ANIMAL FACILITY LIC
ENSE 40.00

Total 40.00

Cash 40.00
CASH 40.00

ALVIN STEBBIN FOR DEBERA CLURE
Customer #000000
519 S 11TH ST

ST HELENS, OR 97051-

Cashier: Heidi
Station: CH-FRONTDESKW7

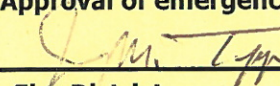
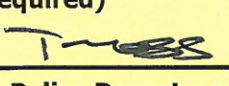
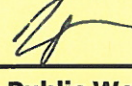
PETITION FOR TEMPORARY CLOSURE OF CITY STREET(S)

You must attach a map of street area to be closed.

I/we, the undersigned, request that the St. Helens City Council allow temporary closure of the following streets.

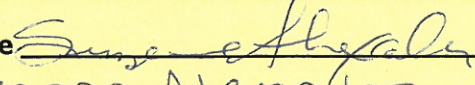
Street Closure #1			
Street Name	JAKOBI STREET		
Beginning Point	35626 Jakobi	Ending Point	35646 Jakobi
Start Date	JULY 18, 2015	End Date	JULY 18, 2015
Time to Begin Closure	2:00 PM	Time to Reopen	7:00 PM
Purpose of Closure	Street/Block Party		
Street Closure #2			
Street Name			
Beginning Point		Ending Point	
Start Date		End Date	
Time to Begin Closure		Time to Reopen	
Purpose of Closure			
Street Closure #3			
Street Name			
Beginning Point		Ending Point	
Start Date		End Date	
Time to Begin Closure		Time to Reopen	
Purpose of Closure			

Approval of emergency responders: (required)

	6/16/15		6/16/15		6-16-15
Fire District	Date	Police Department	Date	Public Works	Date
270 Columbia Blvd.	503-397-2990	150 S. 13 th St.	503-397-3333	984 Oregon St.	503-397-3532

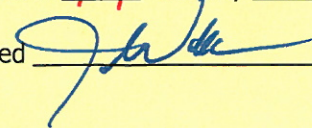
DECLARATION

I/we understand that any barricades or other devices to close off the street must be provided at my (our) expense or may be provided by the City at my/our expense for specific times and dates. I/we also understand that arrangements for placement of barricades/devices must be made with the Public Works Department (503.397.3532). I/we certify that I/we have notified all affected property owners, business owners and/or tenants in person or in writing of my/our intent to close the street/s listed above and that written consents of each are attached. It is my/our belief that there are no major conflicts with this closure.

Petitioner Signature <u>Claudia Frace</u>	Date Signed <u>6/16/2015</u>
Print Name <u>CLAUDIA FRACE</u>	Phone <u>503 410 4222</u>
Mailing Address <u>59879 Jaden Drive</u>	City, State, Zip <u>St. Helens, OR 97051</u>
Petitioner Signature 	Date Signed <u>6-16-2015</u>
Print Name <u>Suzanne Alexander</u>	Phone <u>503-593-9424</u>
Mailing Address <u>35626 JAKOBI St.</u>	City, State, Zip <u>St. Helens, OR. 97051</u>

FOR OFFICIAL USE ONLY

Date Rec'd 6/17/15 Rec'd by HD Date sent to CC 6/18/15 City Council ☐ Approved ☐ Denied Meeting date _____

Attested  _____, City Administrator Date 6/17/15

CITY STREET CLOSURE CONSENT FORM

Applicant must take this form to each affected business for consent signatures.

Applicant Claudia Frace Phone 503 410 4222
 Name of Event Block party Date(s) of Event July 18 2015 Time(s) 2pm to 7pm
 Street(s) to be closed for event a portion of Jakobi Street

The following affected businesses/individuals have been contacted and informed of the event listed above and have marked whether they consent or not to the closure of the street(s) listed above on the date(s) listed above:

Business name <u>Todd Church</u> <input checked="" type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature <u>[Signature]</u> Printed name <u>Todd Church</u> Date signed <u>06/16/15</u>
Business name <u>Suzanne Alexander</u> <input checked="" type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature <u>[Signature]</u> Printed name <u>Suzanne Alexander</u> Date signed <u>6-16-2015</u>
Business name <u>Justine moyle</u> <input checked="" type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature <u>[Signature]</u> Printed name <u>Justine moyle</u> Date signed <u>6/16/15</u>
Business name <u>Amber Myers</u> <input checked="" type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature <u>[Signature]</u> Printed name <u>Amber Myers</u> Date signed <u>6/16/15</u>

Business name _____ <input type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature _____ Printed name _____ Date signed _____
Business name _____ <input type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature _____ Printed name _____ Date signed _____
Business name _____ <input type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature _____ Printed name _____ Date signed _____
Business name _____ <input type="checkbox"/> I/We consent to street closure <input type="checkbox"/> I/We DO NOT consent to street closure Signature _____ Printed name _____ Date signed _____

**Return this to City Hall with your
 Petition for Temporary Closure of City Street(s)**



Google earth



From: 35626 Jakobi St
TO : 35646 Jakobi St.

City of St. Helens

Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 8th day of July, 2015 are the following Council minutes:

2015

- Work Session, Public Hearing and Regular Session Minutes dated June 3, 2015
- Work Session, Public Hearing and Regular Session Minutes dated June 17, 2015

After Approval of Council Minutes:

- ☐ Scan as PDF Searchable
- ☐ Make one double-sided, hole-punched copy and send to Library Reference
- ☐ Minutes related to hearings and deliberations get copied to working file
- ☐ Save PDF in Minutes folder
- ☐ Update file name of Word document
- ☐ Copy Word document into Council minutes folder on Administration drive
- ☐ Post PDFs to website
- ☐ Email minutes to distribution list
- ☐ Add minutes to HP Trim
- ☐ File Original in Vault

City of St. Helens

CITY COUNCIL

Work Session Minutes

June 3, 2015

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Neal Sheppeard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director
Jacob Graichen, City Planner
Jenny Dimsho, Assistant Planner

Others: Sally McLaughlin
John Brewington
Ernie Martin
Herb B.

Beverly Danner
Stan Chiotti
Ashley Baggett

Chuck Daughtry
Laurel Morris
Anita Goodwin

Mayor Randy Peterson called the meeting to order at 1:00 p.m.

Visitor Comments

Audio recording not working.

♦Laurel Morris. She owns a home at 114 N. 21st Street. At the time of her purchasing it, she was told by her realtor that it was in a residential/commercial zone and they could operate a business or live there. She is no longer able to live there because of the stairs. She has had multiple offers to purchase the home but buyers are not able to get financing because it is zoned commercial.

City Planner Jacob Graichen recalled when the Houlton Business District rules were adopted in 2009. Those rules were modeled after the Olde Towne St. Helens District rules, which does not allow for residential uses on the first floor. The difference between the two is that there are more homes in the Houlton District. An exception was made for historic homes and the Council allowed for the addition of a conforming use, in which as long as the house was being lived in without a gap of time more than six months, the use could continue. However, utilities have been shut off longer than that time frame. This has been discussed at the Planning Commission level and has come up with the public many times.

Laurel added that the County Assessor's records list the house as residential.

Audio began working again at 1:10 p.m.

Mayor Peterson believes the intent of the Council at the time was not to lose conforming status if the residential use was vacant for a period of time, but only if it was actually changed to a

commercial use.

The Council instructed staff to work on a zone amendment to allow the residential use to be continued.

♦Ashley Baggett, Tobacco Prevention Coordinator at The Public Health Foundation of Columbia County. Questions came up at the last meeting Council meeting about Rainier's tobacco-free parks policy and smoke-free parks. A fact sheet was distributed. Seventy-percent of people who smoke want to quit. Ashley spoke with the Rainier City Administrator about their policy and she confirmed it is going well.

Semi-Annual Report from Columbia County Economic Team

CCET Executive Director Chuck Daughtry was in attendance to give his report. He handed his report out to the Council, a copy of which is included in the archive packet for this meeting. The report is not all encompassing but it is the majority of projects:

- Working with the Port of St. Helens to site spec buildings at the McNulty Creek location. A potential tenant has been identified.
- Rightline in Rainier employees 119 people. They make forklift modification parts. Rightline has submitted an Enterprise Zone application for \$1.1 million for a 20,000 sq. ft. building and is also reviewing engineering for a 250,000 sq. ft. building.
- DynoNobel submitted an application for a new building and modifications to an existing building. They have an investment of \$50 million. It would add seven jobs.
- Working with the Ford Family Foundation and SHEDCO on the Buy Local campaign. A large percentage of residents commute out of town for work and shopping. This campaign will help draw that money back into the community. The first public meeting will be held June 15.
- There is an opportunity to get grant money for an Invest Local campaign. It is a kick starter campaign through Hatch Oregon. Individuals can invest up to \$2,500 in any business. It can be tied into the Buy Local campaign.
- Still working on the St. Helens Organic Recycling project at the Boise property. They conducted public outreach and are continuing to work with DEQ on additional outreach.
- Cascade Tissue exceeded the investment of Phase I by \$7 million. That will be factored into the Enterprise Zone as taxable property. They are talking about the Phase II packaging facility, which could double the number of jobs.
- Custom Fab purchased Clear Water Manufacturing. They have assumed the Enterprise Zone investment and making an additional investment.
- This was the second year of the golf scramble. It was a great event with a good turnout.
- Continually working with the A Street Committee in Rainier for economic development opportunities. Also working with a potential investor to build a grocery store in Rainier.
- Secured a grant from Travel Oregon for a bike studio workshop in Vernonia. Economic development is tough in Vernonia. Tourism and bicycling is an area of focus.
- Composites Universal is a Port tenant in Scappoose. They are planning to expand and may move to the McNulty Industrial Park.
- Working with Kuy's to help her with packaging and marketing her sauces. It's a great restaurant and family.
- PCC is continuing their work to locate a campus here. The education component is critical for economic development.
- It's working out really well be located in the Columbia Center.

Council President Morten appreciates the work Chuck has put into helping local businesses succeed.

City Administrator Walsh spoke of the financial requests from the Amani Center and the Chamber of Commerce for the Wings and Wheels event. He asked if Chuck would like to address the Chamber's request. Chuck believes it is admirable to support an event in Scappoose. It's the only local airport and is an important part of economic development. CCET will be supporting the event as well.

Annual Report from Community Action Team for CDBG Revolving Loan Program

Sally McLaughlin and Bev Danner from CAT were in attendance to give a report.

They are here today to talk about housing rehabilitation. They did not receive new funding this year for the program. CDBG funding has diminished over the last year. Since they did not have a lot of funding, they looked for new resources for families to make repairs in their home. They have the Lend a Hand program. It provides small repairs for seniors, disabled families and veterans. They work with volunteers to stretch those funds. About 30 of those projects were done over the last year in the community.

They also have a Healthy Homes program. It helps families with asthma or other disorders to make their homes safe to live in. In terms of the actual rehab program, they are relying on paybacks from previous homeowners. Unfortunately, there have not been a lot of paybacks.

There is also a program to move families into vacant homes. The Self-Help Acquisition Rehabilitation Program (SHARP) assists low to very low income families who currently do not own a home. This is a pilot program through USDA. There are seven active projects with three of those in Columbia County. This is a great program to get people in foreclosed homes.

Semi-Annual Report from Senior Center

This item has been postponed until July 8.

Annual Report from Parks Commission

Parks Commission member John Brewington was in attendance to give the annual report. Stan Chiotti was also in attendance. Some of their activities over the last year and coming up are:

- An 18-hole disc golf course was built in McCormick Park. The world championship will be held there August 9-16.
- New restrooms were installed on Sand Island.
- A Memorial Day service was held at McCormick Park.
- Continued improvements in Nob Hill Nature Park.
- The Friends of Dalton Lake group was formed.
- Jenny Dimsho has been instrumental in working with the Parks Commission to update the Parks & Trails Master Plan. She did a great job!
- 13 Nights on the River continues in Columbia View Park.
- Plan to restructure the Commission and add subcommittees to focus on specific parks.
- Considering combining the Bicycle & Pedestrian Commission and Parks Commission.
- Looking at consistent parks signage throughout all parks.
- Possible collaboration with the Greater St. Helens Parks & Recreation District for potential improvements to Civic Pride Park.
- Collaborate with the high school on senior projects.
- Requests support from the Council for the following:
 - The restructuring process.
 - Adopt the Parks & Trails Master Plan.
 - Develop funding strategies for high priority park improvements identified in the Plan.

Solid Waste Fees Increase Request from Hudson Garbage

Ernie Martin from Hudson was in attendance to answer any questions. Herb Bailey, Operations Manager, was also in attendance.

Columbia County is increasing the Transfer Station fees by 1.1%. Ernie is requesting that increase be passed on to customers.

There were no concerns from the Council. A resolution will be on the June 17 regular session agenda.

Annual Report from Planning Commission

City Planner Jacob Graichen presented the Commission's annual report. This report covers Planning Commission activities from June 2014 through May 2015.

- Number of meetings: 10
- Number of public hearings (a continued hearing is counted separately): 10
- Acceptance Agenda Items: 5
 - 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: 51
 - 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.
- Discussion Items/Workshops: 21
 - Items included (in no particular order): parks/trails master plan; corridor master plan; merging the Planning Commission and Historic Landmarks Commission; Planning Commission vacancies/interviews; temporary parklets; system development charges; marijuana and land use; CLG grant; residential lot coverage; chair/vice chair selection; street vacation recommendations to the City Council; support of SB 565 Historic Rehabilitation fund; right-of-way recommendations to the City Council; year-end summary (calendar year); annual report to the Council.
- County Referral: 1
 - The Commission has the opportunity to comment on certain land use actions outside city limits, but inside the St. Helens Urban Growth Boundary.
- Architectural review: 1
 - Certain proposals within the Riverfront District require architectural review.
- Projects in process: The City's third Historic Preservation Rehabilitation Grant (funded by CLG funds) is just starting.
- Future projects/plans: The Commission is largely reactionary in that it reviews things as they come.
- Continuing to amend the code is likely. There may also be historic preservation matters that arise too.
- What can the Council do to support the Commission? At their May 12, 2015 meeting, the Commission discussed the following:
 - Several years ago, the League of Oregon Cities held its land use planning basics class in St. Helens. Some current members attended that including myself. They expressed interest in having a class like that locally again.

- In regards to the waterfront development planning, the Commission desires to have joint City Council – Planning Commission meetings for discussion, collaboration and understanding. They suggested that such meetings could be included in future scopes of work for the waterfront planning.

Council President Morten recalls a former joint meeting that was not very pleasant. He is in favor of meeting together but wants there to be a joint agreement of respect. He is also very much in favor of opportunities to bring education to our boards and commissions.

Graichen and Councilor Carlson both took from the Planning Commission that they want to be on the same page as Council. They want to open the lines of communication.

Planning Fees Schedule Update

The Planning Department Fee Schedule was updated extensively in 2011 with increases and some revisions in 2013 and 2014. The current revision is simply to increase the variance application fee (currently \$306) to \$459 given Ordinance No. 3189, which in part, moves variances that would normally be administrative to requiring Planning Commission review.

Note that since 2012, staff has referred all variances to the Commission and the fee schedule already includes a base fee of \$306 plus a Commission referral fee of \$153, the sum of which is \$459. Thus, this change won't really be "felt" by the public.

In addition, a fee to cover document recording costs with the County Clerk is being added as well. The fee is the same as that of the County Clerk.

If the Council concurs with the updates, staff requests that they adopt the resolution which is on the regular session agenda tonight.

There were no objections from the Council.

Discussion on Court Contracts

Request:

Shall the City renew Cindy Phillips' (Municipal Court Judge) and Laurie Selden's (City Prosecutor) Personal Services Agreements for an additional two years?

Background:

The two year Personal Services Agreements for the Municipal Court Judge and City Prosecutor are expiring on June 30, 2015. Cindy Phillips and Laurie Selden first entered into contracts for these services on July 1, 2012 for a one year term and the City subsequently renewed these contracts for an additional two year term in July 2013.

The amended agreements for extensions meet the approved budget for Fiscal Year 2015-16 which reflects no increase in stipulated contract costs, but instead reduces court hours by approximately 2.9% over the year by eliminating the court makeup days for Monday holidays.

While both the contracts are for two year terms, they allow flexibility to further modify Court operations (days/hours), prorate contract costs associated with changes, and allow termination of services upon 60 day notice.

Recommendation:

Staff recommends Council direct staff to complete the contract renewal process and bring forward to the Council meeting of June 17, 2015 the final contracts for formal approval.

Mayor Peterson feels they are doing a great job.

Councilor Conn is concerned that they are working at a deficit. We are in the process of adding a \$40,000 software upgrade. She would like to look at alternatives. Having a Municipal Court right across the street from Circuit Court may be perceived as a duplication of public services. Does current practice really service the public in the best way? Mayor Peterson said that concern has been discussed for many years. The District Court and District Attorney have consistently told us we can send them all over there but they'll probably never be taken care of because of lack of staff and time. That's why we have always made the decision for the City to provide the service. Councilor Locke suggested we talk to them about costs to contract the services to them.

Further research will be done prior to the June 17 meeting.

Habitat Designations for Natural Areas

Councilor Carlson was surprised to find that there are no habitat designations for local natural areas. It would entail signage explaining the use of native plants. Council President Morten suggested this be presented at the next Parks Commission meeting.

Extension of Repayment Agreement with American Equities

Request: Shall the City extend the Repayment Agreement with American Equities to May 31, 2017?

Background: In June 2009, the City over-reimbursed American Equities System Development Charges totaling \$42,992.00. Subsequently, American Equities applied a \$15,000 deposit being held by the City towards the overpayment, leaving a principal balance of \$27,992.00 to be covered by an agreement with the City to repay over a period of time based on construction and/or sale of each lot remaining in their Ridgecrest Development (at the time 17 lots). The outstanding principal accrues simple interest at 9% until fully paid back to the City. Please note that the agreement is a recorded lien on all applicable parcels in the Ridgecrest Development.

Effective January 1, 2015, American Equities were to make a final payment of the total outstanding balance. From the time of this agreement through December 31, 2014, American Equities have constructed and/or sold 11 of the 17 lots resulting in a repayment of \$18,112.47 in principal and \$7,446.19 in interest. As of December 31, 2014 the outstanding balance of the loan agreement totaled \$14,844.17 (Principal of \$9,879.52 and accrued interest of \$4,964.65).

The City has just received correspondence requesting that the agreement be extended to May 31, 2017.

Recommendation: Staff recommends Council direct staff to modify the Repayment Covenant to reflect the requested extension, and once the agreement has been modified, direct the Mayor to execute.

Motion: Upon Conn's motion and Morten's second, the Council unanimously directed staff to modify the Repayment Covenant to reflect the requested extension, and once the agreement has been modified, direct the Mayor to execute.

Department Reports

Interim Public Works Co-Director Nelson reported...

- Nothing to report.

Interim Public Works Co-Director Sheppard reported...

- We have an MTC worker with us now and on the list to receive one or two more.
- Hopefully, we'll have our summer workers hired in the next couple of weeks.

Library Director Jeffries reported...

- She wanted to bring the Council's attention to a program being held on Tuesday at 7 p.m. in the Library. The education director from the Fair Housing Council of Oregon will be speaking about Oregon's history of housing discrimination. A traveling exhibit will be on display through June 17.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- Tonight's agenda includes an IGA with the Port of St. Helens for a \$20,000 award for an economic analysis of the waterfront connection to Highway 30.
- Jon Ellis will be out tonight, so he will be presenting the budget hearing. Ellis has requested to extend the hearing to June 17 and continue deliberations, in case of last minute changes.
- An Open House for the waterfront project will be held June 23 in the Muckle Building.
- He has been invited to speak about the waterfront project at the Oregon Mayor's Conference in Cottage Grove. Mayor Peterson will be attending the conference as well.
- We were not successful in the EPA Community-Wide Planning grant for \$400,000. They received the Area-Wide grant for \$200,000. It was a good application but was based on a matter of timing.

Council Reports

Mayor Peterson reported...

- Tonight we have two public hearings; one at 6 p.m. and one at 6:30 p.m. and the regular session starts at 7 p.m.

Councilor Conn reported...

- Attended the Youth Council meeting Monday night. She was impressed by their thoughts and comments. They have an interesting and valid perspective.

Council President Morten reported...

- Nothing to report.

Councilor Carlson reported...

- She gave the splash pad jet parts to Sheppard today.
- Chuck spoke about the Buy Local project earlier. That was a result of a collaborative effort of three cohorts of the Ford Family Foundation.

Councilor Locke reported...

- Asked for prayers for Chief Moss and his family. His father has experienced secondary issues with his cancer.
- Tomorrow is the first 13 Nights on the River.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

Motion: At 2:53 p.m., upon Conn's motion and Locke's second, the Council unanimously voted

to move into executive session under ORS 192.660(2)(e) Real Property Transactions.

Motion: At 3:13 p.m., upon completion of the executive session, Conn moved to go back into work session, seconded by Morten, and unanimously approved.

Other Business

No other business.



There being no further business, the meeting was adjourned at 3:14 p.m.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

DRAFT

City of St. Helens CITY COUNCIL

Public Hearing Minutes

June 3, 2015

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Neal Sheppeard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director
Jacob Graichen, City Planner
Jenny Dimsho, Assistant Planner

Others: Amanda Frink Mark Miller Patrick Birkle



Public Hearing

Applicant: City of St. Helens

Proposal: Adopt the Parks and Trails Master Plan as an addendum to the Comprehensive Plan

At 6:00 p.m., Mayor Randy Peterson opened the public hearing.

Conflict of Interest or Bias – None.

Staff Report

Assistant Planner Jennifer Dimsho presented her staff report dated May 18, 2015.

The Parks and Trails Master Plan is an update to the 1999 Parks Master Plan. It's the first plan in St. Helens history to look at trails and make trail recommendations. Chapters one through seven were prepared by a placement from the 2013/2014 RARE program. The final chapter was completed by staff. Over 20 input gathering sessions were held; which involved the public, Parks Commission, Bicycle & Pedestrian Commission, and Planning Commission. Over 120 responses were received from an online survey. The plan includes county-wide data as well. The following is proposed in the plan:

- 18, mostly off-street trails, totaling over 10 miles.
 - Five of those trails are high priority with cost estimates.
- 46 park projects with cost estimates and priorities for each one.

The Planning Commission did voice concern that there was too much emphasis on McCormick Park at the expense of other parks, such as Civic Pride Park. Chair Petersen recommended the basketball court installation be bumped from priority one to priority three. Dimsho heard from the Parks Commission that their vision for McCormick Park is that it become a regional sports-like complex. It's centrally located, has ample parking, has restrooms, and is home to the Parks Department office. She is requesting input from the Council.

Councilor Conn would like the focus to remain on McCormick Park. She would like to see it continue growing as a sports center.

Councilor Carlson likes McCormick Park because it is the most developed. However, the plans show very little parks space on the other side of the highway. Campbell Park is used so often that it really shows its wear. She would like to see future park development in that area.

Council President Morten believes that emphasis has been on McCormick Park because that's where the Parks Department is located. Recent additions have included a dog park, disc golf course, BMX track, skate park, and upgrades to the ballfield. The Master Plan also includes other areas of the City. The Parks Commission task is to advise the Council on parks needs and we need to give them careful consideration.

Interim Public Works Co-Director Neal Sheppard appreciates all of the work Dimsho has put into the Plan. She did a great job. Council President Morten commended Dimsho on a job well done.

Dimsho thanked volunteers, staff and committee members who contributed. It was a collaborative effort.

Council President Morten would like to see the addition of a recreation director. That position would oversee park activities occurring in the City and community.

Based upon the facts and findings, the Planning Commission and staff recommend approval of the proposal to adopt the Parks and Trails Master Plan as an addendum to the Comprehensive Plan.

Public Comment

No comments received.

Close Public Hearing – 6:18 p.m.

Deliberations will be held during the regular session following this hearing.

Public Hearing

FY2015-16 State Revenue Sharing, Budget Adoption

At 6:30 p.m., Mayor Randy Peterson opened the public hearing.

City Administrator Walsh presented a PowerPoint presentation which is attached to these minutes.

State Revenue Sharing Funds

Councilor Carlson asked if the funds remain consistent year after year. Walsh said yes, it is relatively stable.

Public Comment

No public comments received.

Close the public hearing on state revenue sharing – 6:35 p.m.

Budget Presentation

Public Comment

♦Patrick Birkle. He's a member of the Budget Committee. He had a question about the street lighting project. Does the change to the budget require further Budget Committee review?

Walsh responded that it most likely does not. There is contingency to allow for that. We just want to have sufficient appropriation authority for the expense.

Birkle appreciates that. He has been really pleased to serve on the Budget Committee and see the recent financial improvement. However, he would like to receive courtesy communication about what is going on with the budget.

Walsh explained that we are currently in the process of requesting proposals for street lighting. We will review those proposals and decide if we want to move forward. If it's not financial feasible, we will not proceed with the project.

The public hearing will be continued to June 17 at 6:30 p.m.

Deliberations are on the regular session agenda for later in the evening and will be continued to June 17.

Budget resolutions will be on the June 17 regular session agenda for adoption.

There being no further business, the meeting closed at 6:49 p.m.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor



City of St. Helens Public Hearing June 3, 2015 Fiscal Year 2015-16 Revenue Sharing Designation Recommended Approved Budget

Facilitated by: Jon Ellis
Finance Director/Budget Officer



[1]

Agenda - FY 15-16 Public Hearings

- **Public Hearing on Revenue Sharing Designation**
 - Overview of State Revenue Sharing
 - Designation
 - Public Comments
- **Public Hearing on Recommended Approved Budget**
 - City Budget Basics
 - Budget Overview
 - Public Comments

[2]

Revenue Sharing Funds

Liquor revenue – taxes collected by the State on the sale of liquor

- State shares these revenues with counties and cities
- 20% is allocated to cities based on population
- 14% - known as “Revenue Sharing” is allocated based on a formula comprised on property taxes, per capita income and population

Revenue Sharing funds requirements per ORS 221.770

- Hold public hearing for public comment on proposed use
- Adopt resolution electing to receive funds

[3]

Revenue Sharing Designations FY 15-16

Resources

Estimated revenue sharing revenues (FY 15-16)	<u>131,220</u>
Total Resources	131,220

Uses

Support of General Fund Services (Police, Library, Parks, Court, Community Services)	<u>(131,220)</u>
Total Uses	(131,220)

- Equates to
 - 1.5 days of library operations, or
 - 1 Police Officer, or
 - Parks facilities being open, or
 - Having a Municipal Court

[4]

Open for Public Comments



[5]

City Budget Basics

- 12 Funds
- 5 Departments
 - (2 Departments Merged – Community Development and Administration)
- 63 Full-time positions
- 14 Seasonal/part-time staff (4.93 FTE)
- Serving approximately 12,900 St. Helens citizens

[6]

Managing the Checkbooks

- Each fund is a separate checkbook
- The budget determines what checks will be written
- Some departments have multiple checkbooks
- Most checkbooks are shared between various departments

Resources (Revenues) = Uses (Expenditures)

[7]

Types of Funds

- Tax Supported
 - General Fund
- Fee Supported
 - Water / Wastewater Utilities
- Special Revenue Supported
 - Streets, Visitor Tourism, Capital Improvements, CDBG
- Internal Service Funds
 - Administrative services, Public Works, Fleet

[8]

Approved FY 15-16 Budget

Fund	Resources			Uses		Resources in excess of Uses		Unappropriated Fund Balance
	Beginning working capital	Revenues	Transfers	Expenditures	Transfers	Contingency		
General Fund	1,641,828	4,262,500	56,350	4,369,440	68,890	1,522,348	851,800	670,548
Special Revenue Funds								
Visitor & Tourism	141,448	95,000	-	85,000	-	151,448	10,000	141,448
Community Enhancement	2,390,100	1,448,430	1,003,890	3,439,980	82,850	1,319,590	1,055,760	263,830
Capital Improvement	7,030,579	1,492,300	846,500	4,149,800	1,000,000	4,219,579	770,000	3,449,579
CDBG	-	56,830	-	56,830	-	-	-	-
Streets (Gas Tax)	542,919	818,650	-	766,080	5,500	589,989	100,000	489,989
Internal Service Funds								
Administrative Services	133,691	1,381,490	-	1,472,720	-	42,461	42,460	1
Public Works	-	281,690	40,000	281,690	-	40,000	40,000	-
Fleet	16,753	278,000	-	285,350	-	9,403	9,400	3
Enterprise Funds								
Water Operating	2,054,484	3,162,630	-	2,783,960	394,000	2,039,154	445,900	1,593,254
Sewer Operating	2,539,996	4,713,500	-	3,917,880	395,500	2,940,116	701,200	2,238,916
Grand Total	16,491,798	17,991,020	1,946,740	21,608,730	1,946,740	12,874,088	4,026,520	8,847,568
Total Budget			36,429,558		36,429,558			
Unappropriated fund balance			(16,491,798)		(8,847,568)			
Contingency			0		(4,026,520)			
Transfers			(1,946,740)		(1,946,740)			
Internal Services			(2,013,220)		(2,013,220)			
Net Budget			15,977,800		19,595,510		Draw on (3,617,710) reserves	

Revenues / Expenditures By Type – All Funds

- 94% of Revenues from 5 revenue categories

- Staffing 67.93 FTE (increase 1.89)

	Budget 2015-16	Percent total	Adjustments to net*	Net Budget	Percent total	Percent current
Resources						
Beginning working capital	16,491,798	45%		16,491,798	51%	0%
Charges for services	8,375,880	23%	(308,270)	8,067,610	25%	51%
Intergovernmental	1,811,850	5%		1,811,850	6%	11%
Property taxes	1,632,300	4%		1,632,300	5%	10%
Franchise fees	1,513,620	4%		1,513,620	5%	9%
Loan Proceeds	2,000,500	5%		2,000,500	6%	13%
Licenses and permits	303,810	1%		303,810	1%	2%
Fines and forfeitures	221,000	1%		221,000	1%	1%
Miscellaneous	260,840	1%		260,840	1%	2%
Motel/hotel	95,000	0%		95,000	0%	1%
Interest earnings	68,600	0%		68,600	0%	0%
Transfers	1,946,740	5%	(1,946,740)	-	0%	0%
Indirect cost allocation - CC	1,707,620	5%	(1,707,620)	-	0%	0%
Current revenues	19,937,760	55%	(3,962,630)	15,975,130	49%	0%
Total resources	36,429,558	100%	(3,962,630)	32,466,928		
Expenditures						
Personnel Services	7,246,460	20%		7,246,460	37%	0%
Materials and Supplies	6,519,480	18%	(2,015,890)	4,503,590	23%	0%
Capital Outlay	6,804,830	19%		6,804,830	35%	0%
Debt Service	1,037,960	3%		1,037,960	5%	0%
Transfers	1,946,740	5%	(1,946,740)	-	0%	0%
	23,555,470	65%	(3,962,630)	19,592,840	100%	0%
Contingency	4,026,520	11%	(4,026,520)	-	0%	0%
Ending fund balance	8,847,568	24%	(8,847,568)	-	0%	0%
	36,429,558	100%	(16,836,718)	19,592,840	100%	0%
Net draw on reserves				(3,617,710)		

Expenditures By Department - All Funds

Uses by Departments/Programs	Budget 2015-16				Total Requirements	FTE
	Expenditures	Percent	Contingency	Un-appropriated Fund Balances		
Administration and Community Development						
City Council	81,710					
Administration	1,579,550		42,460	-		
Courts	351,690					
Community Development	3,909,050		1,037,080	233,729		
Administration and Community Development	5,922,000	25.14%	1,079,540	233,729	7,235,269	15.30
Library	637,202	2.71%	28,680	171,543	837,425	5.30
Police	2,617,518	11.11%	-	-	2,617,518	17.08
Public Works						
Engineering	55,610		-	-		
Equipment	195,000		20,000	283,087		
Fleet	285,350		9,400	2		
Operations	226,080		40,000	-		
Parks	491,650		50,000	46,895		
Sewer	7,243,380		1,201,200	3,895,647		
Streets	1,661,580		200,000	1,026,837		
Water	4,117,960		545,900	2,519,281		
Public Works	14,276,610	60.61%	2,066,500	7,771,749	24,114,859	30.25
Non-Departmental	102,140	0.43%	851,800	670,547	1,624,487	-
Total Requirements	23,555,470	100.00%	4,026,520	8,847,568	36,429,558	67.93

11

Gauntlet of Reductions

- Reduction to service levels through staff reductions

City Wide - All Departments / Funds

Department	Actual 2007-08 or peak	Adopted 2012-13	Adopted 2013-14	Proposed 2014-15	Adopted 2013-14		Actual 2007-08 *	
					-VS- Proposed 2014-15	Change	-VS- Proposed 2014-15	Change
Administrative / Community Services	18.50	14.50	14.00	14.00	-	0.00%	(4.50)	-24.3%
Police	24.00	18.00	17.00	17.00	-	0.00%	(7.00)	-29.2%
Library	7.00	5.50	5.46	5.29	(0.17)	-3.11%	(1.71)	-24.4%
Public Works *	36.70	32.80	30.50	29.75	(0.75)	-2.46%	(6.95)	-18.9%
Total FTE	86.20	70.80	66.96	66.04	(0.92)	-1.37%	(20.16)	-23.4%

* public works peaked employment due to Capital Projects was in FY 10-11

- Personnel Services - no cost of living (FY 11-12, FY 12-13), increase medical contributions, loss of benefits (FY 11-12)
- Eliminated community grant programs
- Deferring maintenance

12

Overall Cost Drivers

- Personnel Services up \$405,900 or 6%
 - Merit and COLA increases (\$135,000)
 - Medical insurance increase (\$97,620)
 - PERS increase (\$92,850)
- Materials and supplies up \$297,000 or 4.8%
 - CIS insurance for liability, auto and property Increase (\$20,100)
 - Facilitating stewardship of acquisition of new properties (\$270,000)
- Capital Improvements
 - Boise Veneer property, Godfrey Park Outfall, 2MG Reservoir Rehabilitation

(13)

Capital Improvement Program

Capital Outlay - Summary Project Listing									
Account Description	Adopted 2014-15	Proposed 2015-16	Adopted 2015-16	Notes	Account Description	Adopted 2014-15	Proposed 2015-16	Adopted 2015-16	Notes
009-Community Enhancement					010 - Capital Projects - 303/304 - Sewer/Storm				
Gateway project - phase I / II	48,550	2,000	2,000		Sewer main replacement	300,000	200,000	300,000	
Potential Park Property Acquisition	79,800	50,100	50,100		L&I Reduction	550,000	-	-	
Library roof	75,000	-	-		Meter & Lift Stations	115,000	105,000	130,000	Carry-over
Development opportunities	3,700,000	-	2,488,430		Storm drains	200,000	100,000	100,000	
	3,903,350	52,100	2,540,530		Godfrey Outfall	1,800,000	1,900,000	1,900,000	Carry-over
010 - Capital Projects - 301 - Streets						2,965,000	2,305,000	2,430,000	
Unimproved paving	30,000	25,000	25,000		010 - Capital Projects - 300 - Parks				
Sidewalk	25,000	25,000	25,000		McCormick Park Ped Bridge	-	69,800	69,800	
First Street Reconstruction	50,000	-	-		Dock Repairs	-	-	75,000	
Eisenschmidt Sidewalk-Overlay	31,000	55,000	40,000	Carry-over	Potential Park Property Acquisition	50,000	-	-	
Gable Road	-	200,000	200,000			50,000	69,800	144,800	
St Helens Street Overlay	230,000	230,000	100,000	Carry-over	Various - Other Capital Outlays				
	366,000	535,000	390,000		Heavy equipment	-	195,000	195,000	
010 - Capital Projects - 302 - Water					Street Sweeper	275,000	-	-	
Telemetry System Upgrade	250,000	-	-		Phone System	-	50,000	50,000	Carry-over
Water main replacement	200,000	200,000	200,000		Computers, Software	69,300	96,500	96,500	Carry-over
Water meter replacement	200,000	200,000	200,000		Various Bldg./Equipment	183,600	18,000	18,000	
2 MG Reservoir Rehabilitation	300,000	280,000	300,000	Carry-over		527,900	359,500	359,500	
Purchase land for reservoir	240,000	240,000	240,000	Carry-over					
	1,190,000	920,000	940,000		Total Capital Outlay				
						9,002,250	4,241,400	6,804,830	(4,760,850)



(14)

Proposed to Approved Budget

Budget Items	Uses			Sources	
	Appropriations	Contingency	Ending FB	Total	Revenues
Proposed Budget	20,788,100	4,017,550	9,018,240	33,823,890	33,823,890
Errors and Omissions (5/5/15)					
Planning GIS	2,000		(2,000)	-	
General Fund Beginning Fund Balance			13,499	13,499	13,499
Public Works - .5 FTE	(12,070)		12,070	-	
Tourism	(34,000)	(10,000)	20,000	(24,000)	(24,000)
Additional Adjustments (5/19/15)					
OT - Public Works	15,910		(15,910)	-	-
CIP - Increase Pump Station 7	10,000		(10,000)	-	-
Library Security Camera	6,300		(6,300)	-	-
Total Errors and Omission	(11,860)	(10,000)	11,359	(10,501)	(10,501)
CIP Carryforwards / Adjustments (5/5/15)					
Economic Development - Acquisition	2,513,430	-	-	2,513,430	2,513,430
Parks - Dock Storm Repairs	25,000	-	-	25,000	25,000
Streets - St Helens & Eisenschmidt	(145,000)	-	42,598	(102,402)	(102,402)
Water - 2MGD Reservoir Rehab	20,000	-	-	20,000	20,000
Sewer - Main Replacement - Pump Station 7	115,000	-	(120,000)	(5,000)	(5,000)
Equipment - savings from street sweeper	-	20,000	52,311	72,311	72,311
Total CIP Carryforwards / Adjustments	2,528,430	20,000	(25,091)	2,523,339	2,523,339
Additional Funding Requests (5/5/15)					
Librarian I .70 to 1 FTE	22,970	-	(22,970)	-	-
Assistant Planner	88,960	(1,030)	(50,770)	37,160	37,160
Sergeant to Lieutenant	20,740	-	(20,740)	-	-
Dock Repairs	90,000	-	(40,000)	50,000	50,000
Additional Funding Requests (5/19/15)					
PD Code Enforcement	-		3,000	3,000	3,000
Library Assistant .3FTE	10,220		(10,220)	-	-
Term Limited Office Assistant (.3FTE)	17,900		(15,230)	2,670	2,670
Total Additional Funding Requests	250,790	(1,030)	(156,930)	92,830	92,830
Total Adjustments	2,767,360	8,970	(170,662)	2,605,668	2,605,668
Final Approved Budget 5/19/15	23,555,460	4,026,520	8,847,578	36,429,558	36,429,558

(15)

Open for Public Comments



(16)

Next:

Deliberation and Adoption of Budget June 17, 2015

Questions ?

[17]

City of St. Helens CITY COUNCIL

Regular Session Minutes

June 3, 2015

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Neal Sheppard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director
Jacob Graichen, City Planner
Jenny Dimsho, Assistant Planner
Cindy Phillips, Municipal Court Judge
Anthony Miltich, Police Detective

Others: Mark Miller Amanda Frink Patrick Birkle
Albert Schneider Jacob Jones Dylan Gaston
Many others in attendance.



7:00PM – Call Regular Session to Order – Mayor Peterson

Pledge of Allegiance – Mayor Peterson

Invitation to Citizens for Public Comment

♦Patrick Birkle. He is here to address the ordinance regarding smoking, tobacco and marijuana use. He has concerns about enforcement and making sure the ordinance is not undermined by a lack of enforcement. He supports the intent of the ordinance.

Oath of Office

Judge Cindy Phillips administered the oath of office to new Police Officer Dylan Gaston. Welcome aboard, Dylan!!

Recognition - Civilian Medal of Valor

Detective Anthony Miltich was in attendance to present the recognition.

On March 27, 2015, shortly before 4 p.m., Oakwood Drive became the scene of a tragic and violent incident. The sounds of an angry neighbor threatening a young man caught the attention of Albert Schneider, who lives across the street from this young man and has become a family friend.

Albert walked across the street to see if he could help his friend and soon found himself in a fight for his life, suffering a nearly fatal gunshot wound. In spite of his injuries, Albert managed to disarm the attacker and in the process fell to the ground.

Jacob Jones, who lives nearby, was alerted of the situation and immediately responded. It took Jacob only seconds to realize what had happened and as he looked around he spotted the attacker, who had retrieved another firearm and was returning to finish his attack on the young man, and now Albert.

Without regard for his own life, Jacob successfully disarmed the attacker and tackled him to the ground, holding him there until the police arrived.

Neither Albert nor Jacob was armed.

Heroism is defined as "great courage." Albert and Jacob were true heroes that day. St. Helens is a much better place for having them as citizens of our city.

Since the St. Helens Police Department's inception in the late 1890's, I can find no other time that this award has ever been presented.

On behalf of the City of St. Helens, the Mayor, City Council, Police Commissioner and the Chief of Police, it is with great honor and pride that I, along with Police Commissioner Keith Locke, present the Civilian Medal of Heroism to Albert Schneider and Jacob Jones.

Recognition – Splash Pad Volunteers

Mayor Peterson recognized the following individuals for their work on the splash pad in Columbia View Park:

- Keith Forsythe
- Al Petersen
- Anita Goodwin
- Ginny Carlson
- Jill Stockwell
- Joseph Lewis
- Juli Knapp
- Melanie Veach
- Sean Demings
- Tina Kammerzelt

Continued Deliberations

Community Development Code Amendments

Jacob Graichen presented his staff report. A copy is included in the archive meeting packet. He reviewed the various buffer distance options between marijuana dispensary/retail establishments. Staff recommends the Council adopt the new code by emergency.

Discussion ensued about the buffer distance options. Graichen recommends choosing a buffer area between 1,000 – 2,5000 feet.

The consensus of the Council was to have the buffer at 2,000 feet.

Deliberations

Comprehensive Plan Amendment – Parks & Trails Master Plan

Motion: Upon Carlson's motion and Morten's second, the Council unanimously adopted the Parks & Trails Master Plan.

Deliberations

FY2015-16 State Revenue Sharing

Motion: Upon Conn's motion and Carlson's second, the Council unanimously approved the recommendation of the Budget Committee to use State Revenue Sharing dollars for the general fund.

FY2015-16 Budget Adoption – continued to June 17 at 6:30p.m.

Ordinances – First Readings

A. **Ordinance No. 3187:** An Ordinance Amending St. Helens Municipal Code Section 6.04, Animal Control, Allowing Temporary Use of Goats for Targeted Grazing Purposes
Mayor Peterson read Ordinance No. 3187 by title for the first time. The final reading will be held at the next regular session.

B. **Ordinance No. 3188:** An Ordinance Amending St. Helens Municipal Code Chapter 8, Health and Safety, Regarding Prohibiting Smoking, Tobacco and Marijuana Use in City Parks and on Posted City-Owned Property
Mayor Peterson read Ordinance No. 3188 by title for the first time. The final reading will be held at the next regular session.

C. **Ordinance No. 3189:** An Ordinance Amending the St. Helens Municipal Code Chapters 17.24, 17.84, and 17.108
Mayor Peterson read Ordinance No. 3189 by title for the first time. The final reading will be held at the next regular session.

Resolutions

A. **Resolution No. 1699:** A Resolution of the St. Helens City Council to Set Planning Department Fees
Mayor Peterson read Resolution No. 1699 by title. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Resolution No. 1699. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Award Bid for 2015 Street Striping Project to Specialized Pavement Marking, Inc.

The long lines (centerline skips, fog lines, and bike lane striping) on City streets require annual repainting to maintain visibility and reflectivity. This requires specialized equipment and materials that the City does not own. This required work is contracted out on an annual basis based on competitive quotes from qualified contractors.

Quotes were requested from three qualified contracting firms and were due Tuesday, May 26, 2015. The results are as follows:

FIRM	LOCATION	BID
Specialized Pavement Marking, Inc.	Tualatin, OR	\$19,350.00
Apply-A-Line, Inc.	Portland, OR	\$20,115.00
Hicks Striping & Curbing	Brooks, OR	No Bid

The estimate for the project is \$25,000. This project is identified in the current 2014/15 Budget as Street Striping, account 011-011-549980.

Recommendation:

Award the contract for the 2015 Annual Street Striping Project to Specialized Pavement

Marking, Inc. as the lowest responsive bidder and authorize the Mayor to execute a Materials and Services Contract for the 2015 Annual Street Striping Project, R-645. Contract will be at the rate prescribed in that firm's submitted bid.

Motion: Upon Conn's motion and Morten's second, the Council unanimously awarded the contract for the 2015 street striping project to Specialized Pavement Marking, Inc.

Approve and/or Authorize for Signature

- A. Amendment No. 2 to Agreement with Mason, Bruce & Girard for City Forester Services
- B. IGA with Port of St. Helens for Intergovernmental Partnership Program
- C. Contract Payments

Motion: Upon Locke's motion and Morten's second, the Council unanimously approved 'A' through 'C' above.

Appointments to City Boards/Commissions

Library Board (4-year terms)

- Nancy Bensen's and Mary Woiccak's terms expire 6/30/2015. Neither of them wish to be reappointed.
- Alex Mann will be resigning 6/30/2015.

Status: A press release was sent out on April 8 to recruit applicants. We have received three applications.

Next Meeting: June 16, 2015

Recommendation: The Library Board recommends appointing Vanessa Jones and Mary Ellen Funderburg. Their terms will expire 6/30/2015.

Motion: Upon Conn's motion and Morten's second, the Council unanimously appointed Vanessa Jones and Mary Ellen Funderburg to the Library Board.

Consent Agenda for Acceptance

- A. Library Board Minutes dated April 16, 2015
- B. Accounts Payable Bill List

Motion: Upon Conn's motion and Locke's second, the Council unanimously accepted 'A' through 'B' above.

Consent Agenda for Approval

- A. Street Closure Requests:
 - i. Kiwanis Community Parade – Saturday, June 20
 - ii. 4th of July Events – Saturday, July 4
- B. Animal Facility Licenses
- C. Council Work Session, Public Hearing and Regular Session Minutes dated May 20, 2015
- D. Accounts Payable Bill List

Motion: Upon Morten's motion and Conn's second, the Council unanimously approved 'A' through 'D' above.

Council Reports

Mayor Peterson reported...

- Nothing to report.

Councilor Conn reported...

- Nothing to report.

Council President Morten reported...

- We now have a Code Enforcement Officer working on Mondays and Tuesdays through the summer.

Councilor Carlson reported...

- She was really impressed with the attendance of the Police Officers tonight in support of the recognition of Albert Schneider and Jacob Jones. She is very proud of them.

Councilor Locke reported...

- He will be ordering t-shirts for the Youth Council.
- 13 Nights on the River is tomorrow.

Department Reports

Interim Public Works Co-Director Nelson reported...

- Thank you to the Budget Committee for all the work they did on the budget.
- Kudos to Jenny Dimsho for her work on the Parks & Trails Master Plan. She is a huge asset.
- Thank you to Keith Forsythe and all of the splash pad volunteers.
- She is very proud of the two citizens honored with the Civilian Medal of Valor tonight.

Interim Public Works Co-Director Sheppard reported...

- Kudos to Dimsho.
- Kudos to those who worked on the splash pad.
- He received a request to use the 1929 Mac in the funeral of the fire fighter who recently passed away. There were no concerns from the Council.

Library Director Jeffries reported...

- The Arts & Cultural Commission has a public hearing Tuesday, June 9 at 5:30 p.m. for the art mural on the Post Office.
- Summer reading begins June 15.

City Recorder Payne reported...

- Chief Moss asked her to share with the Council that he was watching the Medal of Valor presentation tonight. He was very proud.

City Administrator Walsh reported...

- Tomorrow is the first 13 Nights on the River of the season.
- SHEDCO has erected the "Before I Die..." structure that will remain in the Plaza through the 13 Nights on the River season.

Adjourn - There being no further business, the meeting adjourned at 7:55 p.m.



ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

City of St. Helens

CITY COUNCIL

Work Session Minutes

June 17, 2015

Members Present: Randy Peterson, Mayor
Keith Locke, Councilor
Susan Conn, Councilor

Members Absent: Doug Morten, Council President
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Neal Sheppard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director
Dave Elder, Public Works Field Supervisor/Safety Coordinator

Others: Chris Iverson Mark Miller Amanda Frink
Kannikar Petersen Al Petersen

Mayor Randy Peterson called the meeting to order at 1 p.m.

Employee Length of Service Award

Mayor Peterson presented Dave Elder an Employee Length of Service Award. Dave has worked for the City for 20 years. He began working for the City in May of 1995 as a Utility Worker I. Three years later he became the City's Water Operator. Then, in July of 1999, he became the Public Works Field Supervisor/Safety Coordinator and has fulfilled that roll the past 16 years. Congratulations, Dave, and thank you for your service!

Annual Report from Insurance Agent of Record

Chris Iverson with Hagan Hamilton Insurance Services (formerly Insurance Services Northwest) was in attendance to give a report. We are still with City County Insurance Services. There has been no reason to move insurance elsewhere. There's no one that can compete with CIS.

There have been some claims. Property liability has paid out about \$132,000 in claims over the last two years. SAIF claims paid out over \$113,000 last year. He does not see any trends in the claims that would cause him to think we need to make changes. Employment practice claims are the most common, just like the rest of Oregon. Police are the highest injury claims. He thinks everyone is doing a good job of training to prevent injuries.

We were able to get appraisals on most of the City buildings. It was done free through CIS. It saves us in appraisal fees.

He and Dave Elder have been working on bringing trainings to the area. They held a Driven to Distraction training in St. Helens recently. Other cities and the County attended as well. He is working on bringing a Hire to Retire and sexual harassment training to the area.

He will be here on Tuesday for the Executive Risk Management Team meeting and on Monday for the Police Officer interviews.

Iverson is starting to get concerned about data compromise coverage. He has asked CIS to give him a quote on a higher coverage. He is seeing more data compromise claims. He will report back to Council with quotes when they are received.

Visitor Comments

♦**Terry Cole.** He is from Hamer Electric and is working on the project down on the docks with the power pedestals. They have had the work done for quite a while now. The issue is getting the communication working between the card reader and the pedestal. They have an integration department that takes care of reading the manuals and making it work. Unfortunately, they have had numerous problems getting the card reader to communicate with the pedestals. Part of the problem is this equipment was provided from another company, based on a recommendation from the Marine Board. They have made numerous contacts with the supplier and have received very little assistance. It has been very frustrating. He has recommended the Marine Board never use this product again. He recommends the City Attorney write a letter to the supplier.

Interim Public Works Co-Director Sue Nelson said the programmer will be out next Monday or Tuesday to work with tech support.

Arts & Cultural Commission Recommendation for an Art Mural at St. Helens Post Office

The Arts & Cultural Commission recommends to the City Council that the mural designed by Antonia Doggett be approved.



Kannikar Petersen was in attendance. The Arts & Cultural Commission's focus area is the main street corridor. They want to beautify St. Helens and particularly a building that is commonly visited. The artist plans to work with the community to paint it. Their timeline is to install the mural in August which is the driest time. They would like to promote this product at the 4th of July event during the fifth annual trash can painting competition.

The artist, Antonia Doggett, is a resident of the City of St. Helens. She has a Bachelor's Degree in Fine Art and is a certified diesel mechanic. She's originally from England. She works at the Marina full-time. Her art often includes something unexpected. It causes people to stop and think.

Mayor Peterson asked if the Post Office has approved of the drawing. Petersen confirmed that the postmaster saw it and gave his okay.

Mayor Peterson is in favor of the project.

Motion: Upon Conn's motion and Locke's second, the Council unanimously approved the art mural.

New Job Descriptions

Public Works Interim Co-Director Nelson presented two new job descriptions for City Council consideration.

In January, 2012, the previous Public Works Director (PWD) left the City to take another job. Because of budget restrictions at that time, the Council made the decision to divide the duties of the PWD between his immediate subordinates, the Engineering Supervisor and the Public Works Operations Supervisor. At the time, this was designated to be an interim situation. Each Supervisor has dual job titles which include their original title, plus the Interim Public Works Co-Director title.

Over the past 2.5 years, the divided job duties of the Public Works Director have become more defined and each supervisor has taken ownership of various specific tasks, with some logical overlapping such as the development of the Public Works Department annual budget. As proposed in the 2015-2016 Budget presentation, two new job descriptions have been developed which include the original job duties of the respective supervisors, and the added essential duties and responsibilities of the Public Works Director position as performed by each supervisor. The shift in job descriptions and titles will eliminate the sometimes confusing "interim" title. The new job titles will be Public Works Operations Director and Public Works Engineering Director.

Staff recommends approval of the new job descriptions for the Public Works Operations Director and Public Works Engineering Director. They are on the regular session agenda for Council approval.

Councilor Locke instigated combining the jobs on a temporary basis. He feels a Public Works Director is still needed and would like to keep things as they are for now.

Mayor Peterson believes that can be changed again later on. He spoke to Council President Morten in the past about this and he feels very strongly this needs to occur. Mayor Peterson and Councilor Conn are in favor of the job title changes.

Discussion of Property Maintenance Requirements & Vacant Buildings Ordinance

City Administrator Walsh reported that this ordinance is on tonight's agenda for an emergency reading. This has been in the works for quite a while now. The ordinance does two things: 1) assist with code enforcement and; 2) compliance with a house bill about registering vacant buildings.

♦Al Petersen. He believes that some of the language is a little mixed up. Section 18.14.040 Unsafe Structures and Equipment refers to the enforcement official. But if you read the definition of enforcement official, it refers to six or seven people. It really should refer to the Building Official. There needs to be one person making the decision about something being unsafe, not several.

City Administrator Walsh acknowledged that discussion was had with the attorney about that.

Mayor Peterson said they will look at that and determine if a change is needed prior to tonight's meeting.

Amendment to FY 2015-16 Budget

Staff has been assessing the feasibility of a City Street Light LED conversion project that could reduce street lights utility and maintenance costs. The savings would in turn fund the project. Unfortunately, due to timing of the project development with development of the budget, the project was inadvertently left out of the Approved Budget.

Further review of the Oregon Budget Law and discussion with City Auditors, concludes that amending the budget and incorporating in the final FY 2015-16 Adopted Budget would be the most conservative of actions.

Staff recommends City Council amend the Fiscal Year 2015-16 budget accordingly to reflect the additional appropriation for the Street Lighting Project.

Approved to Adopted Budget FY 2015-16					
Budget Items	Uses				Sources
	Appropriations	Contingency	Ending FB	Total	Revenues
Proposed Budget	20,788,100	4,017,550	9,018,240	33,823,890	33,823,890
Total Adjustments	2,767,360	8,970	(170,662)	2,605,668	2,605,668
Final Approved Budget 5/19/15	23,555,460	4,026,520	8,847,578	36,429,558	36,429,558
<u>Staff Recommended Amendment</u>					
Street Lighting Project	500,000	-	-	500,000	500,000
Proposed Adopted Budget 6/17/15	24,055,460	4,026,520	8,847,578	36,929,558	36,929,558

Review Resolution Authorizing Purchase of Real Property

Resolution No. 1702 is on the agenda for tonight. This authorizes purchase of the Boise Veneer property. They anticipate the purchase to close by June 30.

Review Proposed Resolution Regarding Vacation Accrual Payout Policy

City Administrator Walsh reported that this resolution is an attempt to provide equity to department heads who are short on staff, work a lot of extra hours and are not compensated for it. It allows an employee to be paid accumulated vacation accruals, not to exceed 96 hours in a given fiscal year. This is for employees not eligible for overtime pay or unable to take an extended vacation due to being understaffed.

Department Reports

Police Chief Moss reported...

- Nothing to report.

Interim Public Works Co-Director Nelson reported...

- She distributed copies of a Right of Entry request for CH2Mhill, on behalf of Oregon Pipeline. They are the proposed LNG contractor who will potentially be doing a natural gas pipeline through the watershed property. They are requesting to go on the property to do a visual survey of the creek. The Council had no objections to them entering the property to do the survey, pointing out that they are not in favor or opposed to the project.
- Yesterday, she received a quote from Advanced American Construction to do the preliminary repairs on the Sand Island dock. The quote is lower than anticipated. They will need to do a further assessment of the bridge hinge, which will be an additional expense. This will be added to tonight's agenda for approval.

Interim Public Works Co-Director Sheppard reported...

- A request was received to use the disc golf course for a fundraiser. He would like to have a policy to know how to handle requests for exclusive use of the course. The Parks Commission will make a recommendation. The Council was okay with allowing use for this event as long as they verify the association does not need it during the same time.

Library Director Jeffries reported...

- School let out on Thursday and they started summer reading sign-ups on Monday. In four hours, they had over 200 people come through their doors.
- There will be children, teen and adult summer reading programs. One of the adult programs will be a visit from Moonstruck Chocolate. That program will be open to 25 participants.
- The summer reading theme for children is "Every Hero has a Story," for teens it's "Unmask," and for adults it's "Escape the Ordinary." Superheroes will be marching in the parade on Saturday with the Library.
- Last night, the Columbia County Museum Association and the author Tricia Brown had a book launch for the St. Helens History book. It was really well attended. It was a very interesting presentation with pictures that did not make it into the book.

City Recorder Payne reported...

- There is a lease on tonight's agenda for ODOT Rail. It's for the property between Deer Island Road and Gable Road, adjacent to the railroad. The lease formerly included the Chamber building. ODOT has removed the Chamber and will go through them directly.
- Tonight's agenda also includes a surplus item from the Library. The Bicycle & Pedestrian Commission is holding a sale on June 27 and this is a last minute addition.
- Communications Officer Farnsworth needs Gazette articles as soon as possible. She will be printing next week.
- Tonight's agenda includes a resolution to adopt the budget. Finance Director Ellis noticed that the first paragraph did not have the correct budget number. The original is being changed.

City Administrator Walsh reported...

- Three proposals were received for the street lighting RFQ. A notice of intent to award should be available at the next meeting.
- The Kiwanis Community Parade is Saturday, June 20 at noon.
- The Waterfront Open House will be held at the Muckle building on Tuesday, June 23.

Council Reports

Mayor Peterson reported...

- Our local poster award winner for the "If I Were Mayor..." contest won the state competition. She will be receiving an iPad Air at the Mayor's conference in August.

Councilor Conn reported...

- For the last couple days, she has been involved in the county-wide Buy Local program.
- She's been participating more in Chamber activities to show interest.
- She has been attending lots of meetings lately; SHECO, Library Board, Arts & Cultural public hearing, etc.
- The Fair Housing presentation at the Library was very interesting.
- The St. Helens history book launch had a really big crowd last night.
- She attended the business plan competition. Vault Elite won. They will be expanding their program. It provides afterschool programs for children.
- Friends of the Library have been very successful with their "little library" program. They have been working on keeping it supplied.
- They still have openings on the Arts & Cultural Commission.

Councilor Locke reported...

- Nothing to report.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

Motion: At 2:12 p.m., upon Conn's motion and Locke's second, the Council unanimously voted to move into executive session under ORS 192.660(2)(e) Real Property Transactions.

Motion: At 2:21 p.m., upon completion of the executive session, Conn moved to go back into work session, seconded by Locke, and unanimously approved.

Other Business

Mayor Peterson will be gone the whole month of August.



There being no further business, the meeting was adjourned at 2:22 p.m.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

City of St. Helens CITY COUNCIL

Public Hearing Minutes

June 17, 2015

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Neal Sheppeard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director

Others: Howard Blumenthal Mark Miller

Public Hearing - Continued **FY2015-16 Budget Adoption**

At 6:30 p.m., Mayor Randy Peterson re-opened the public hearing.

City Administrator Walsh said that staff needed time to research an additional capital project to upgrade the existing street lights to LED lights. That project was not anticipated with the budget. We worked with the auditors to make sure that could be done as amendment. Once they found it could be done, the budget was amended by \$500,000 to accommodate that project.

Mayor Peterson asked if provisions were made for the income we will receive as landlords on the property acquisition. Walsh said yes. Councilor Locke pointed out that we will also be losing tax money along with the acquisition. Mayor Petersen responded that it's not figured into the budget. It is less than the income we will receive.

Public Comment

No comments received.

Close the public hearing on the budget – 6:32 p.m.

Deliberations are on the regular session agenda for later in the evening.

Budget resolutions are on tonight's regular session agenda for adoption.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

City of St. Helens CITY COUNCIL

Regular Session Minutes

June 17, 2015

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Neal Sheppard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director

Others: Howard Blumenthal Mark Miller Paul Barlow
Amanda Frink Ernie Martin Cassidy Jones
Larry VanDomelen Cheryl VanDomelen Lauren Terry

7:00PM – Call Regular Session to Order – Mayor Peterson

Pledge of Allegiance – Mayor Peterson

Invitation to Citizens for Public Comment

♦Paul Barlow. The City received honorable mention for a bicycle friendly community. That was a goal when the Bicycle & Pedestrian Commission was formed several years ago. It's a big deal. Cyclists look at that designation and see the community's commitment to make this a livable community. His brother, former Councilor Phil Barlow, was instrumental in forming the Bicycle & Pedestrian Commission. He thanked the Council for their continued support. Thank you to Police Chief Moss, Interim Public Works Co-Director Nelson and City Planner Graichen for assistance with the application. They will apply again and try for the bronze award.

♦Howard Blumenthal. He is happy that the City will have their first reading of the Parks and Trails Master Plan ordinance. And he's very happy for the ordinance about no smoking in City parks. He would like to know how to vacate the undeveloped streets that surround Nob Hill Nature Park.

Mayor Peterson will have staff look at the property. Council President Morten added that the Parks Commission should review it and make a recommendation as well.

Continued Deliberations **FY2015-16 Budget Adoption**

City Administrator Walsh made a correction to the title of the resolution. There was a scrivener's error that did not include the funds for the street lighting project. However, the body of the resolution did include those funds.

Council President Morten appreciated the budget review process being extended over a longer period of time. It gave the Finance Director and department heads additional time to review the budget and gave the Budget Committee additional time to take it in. It was time well used.

Ordinances – Final Readings

- A. **Ordinance No. 3187:** An Ordinance Amending St. Helens Municipal Code Section 6.04, Animal Control, Allowing Temporary Use of Goats for Targeted Grazing Purposes

Mayor Peterson read Ordinance No. 3187 by title for the final time. **Motion:** Upon Locke's motion and Morten's second, the Council unanimously adopted Ordinance No. 3187. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

- B. **Ordinance No. 3188:** An Ordinance Amending St. Helens Municipal Code Chapter 8, Health and Safety, Regarding Prohibiting Smoking, Tobacco and Marijuana Use in City Parks and on Posted City-Owned Property

Mayor Peterson read Ordinance No. 3188 by title for the final time. **Motion:** Locke moved to adopt Ordinance No. 3188. Carlson seconded.

Discussion. Mayor Peterson is in favor of the overall ordinance. However, he is not necessarily in favor of the inclusion of chewing tobacco. He believes this was created as a health and safety ordinance to prohibit secondhand smoke around those who do not want to be exposed. Chewing tobacco does not affect the health and safety of those around. It's not necessarily our job to legislate a healthy lifestyle for someone who chooses to chew tobacco. Council President Morten agrees.

Vote: Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None

- C. **Ordinance No. 3189:** An Ordinance Amending the St. Helens Municipal Code Chapters 17.24, 17.84, and 17.108

Mayor Peterson read Ordinance No. 3189 by title for the final time. **Motion:** Upon Conn's motion and Locke's second, the Council unanimously adopted Ordinance No. 3189. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Ordinances – First Readings

- A. **Ordinance No. 3191:** An Ordinance Adopting a Parks & Trails Master Plan as an Addendum to the City of St. Helens Comprehensive Plan

Mayor Peterson read Ordinance No. 3191 by title for the first time. The final reading will be held at the next regular session.

Ordinances – Emergency Readings

- A. **Ordinance No. 3190:** An Ordinance Amending the St. Helens Municipal Code Chapters 17.16, 17.32, and 17.100 and Declaring an Emergency

Mayor Peterson read Ordinance No. 3190 by title for the first time. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously declared an emergency.

Mayor Peterson read Ordinance No. 3190 by title for the second time. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3190. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

- B. **Ordinance No. 3192:** An Ordinance Adopting Property Maintenance Requirements and Providing for Registration of Vacant or Abandoned Buildings and Declaring an Emergency

Mayor Peterson read Ordinance No. 3192 by title for the first time. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously declared an emergency.

Mayor Peterson read Ordinance No. 3192 by title for the second time. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Ordinance No. 3192. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Resolutions

- A. **Resolution No. 1698:** A Resolution of the City of St. Helens Declaring the City's Election to Receive State Revenues

Mayor Peterson read Resolution No. 1698 by title. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Resolution No. 1698. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

- B. **Resolution No. 1700:** A Resolution Establishing Garbage & Recycling Rates and Superseding Resolution No. 1663

Mayor Peterson read Resolution No. 1700 by title. **Motion:** Upon Conn's motion and Locke's second, the Council unanimously adopted Resolution No. 1700. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

- C. **Resolution No. 1701:** A Resolution of the Common Council of the City of St. Helens, Oregon Adopting a City Employee Compensation Plan for Fiscal Year Beginning July, 2015

Mayor Peterson read Resolution No. 1701 by title. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Resolution No. 1701. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

- D. **Resolution No. 1702:** A Resolution of the City of St. Helens Authorizing the City to Purchase Real Property

Mayor Peterson read Resolution No. 1702 by title. **Motion:** Upon Conn's motion and Morten's second, the Council unanimously adopted Resolution No. 1702. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

- E. **Resolution No. 1703:** A Resolution of the Common Council of the City of St. Helens, Oregon, Transferring Appropriations within Funds

Mayor Peterson read Resolution No. 1703 by title. **Motion:** Upon Conn's motion and Locke's second, the Council unanimously adopted Resolution No. 1703. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

- F. **Resolution No. 1704:** A Resolution of the Common Council of the City of St. Helens, Oregon, Adopting Budget, Making Appropriations, and Levying Taxes for the Fiscal Year Beginning July 1, 2015

Mayor Peterson read Resolution No. 1704 by title. City Administrator Walsh corrected the total

budget to \$36,929,558 to include the street lighting project. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Resolution No. 1704. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

G. **Resolution No. 1705:** A Resolution to Appoint a Presiding Municipal Court Judge

Mayor Peterson read Resolution No. 1705 by title. **Motion:** Upon Carlson's motion and Locke's second, the Council unanimously adopted Resolution No. 1705. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

H. **Resolution No. 1706:** A Resolution of the Common Council of the City of St. Helens, Oregon, Adopting a Vacation Accrual Payout Policy

Mayor Peterson read Resolution No. 1706 by title. **Motion:** Upon Conn's motion and Carlson's second, the Council unanimously adopted Resolution No. 1706. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Approve and/or Authorize for Signature

- A. Extension of Concession Agreement with World Wide-ATM LLC for ATM in front of 277 Strand Street
- B. Amendment No. 2 to Agreement with InTime Services Inc. for Police Department Scheduling
- C. Amendment No. 6 to IGA with Columbia County for Community Corrections Work Crews
- D. Lease with ODOT Rail & Public Transit Division for Property from Gable Road to Deer Island Road
- E. Personal Services Agreement with Laurie Selden for Prosecutorial Services
- F. Personal Services Agreement with Cindy Phillips for Judicial Services
- G. Personal Services Agreement with Cindy Phillips for Legal Services
- H. Contract Payments
- I. Contract with Advanced American Construction, Inc. for Sand Island Dock Repairs

Motion: Locke moved to approve 'A' through 'I' above. Carlson seconded.

Discussion. Council President Morten requested clarification on item 'C.' Interim Public Works Co-Director Sheppard explained that the work crew is paid half out of Parks funds and half out of Public Works funds. It is an annual renewal.

Vote: All in favor; none opposed; motion carries.

Appointments to City Boards/Commissions

Library Board (4-year terms)

- Alex Mann will be resigning 6/30/2015. His term expires 6/30/2016.

Recommendation: The Library Board recommends appointing Nancy Herron. Her term will expire 6/30/2016.

Motion: Upon Conn's motion and Morten's second, the Council unanimously appointed Nancy Herron to the Library Board.

Consent Agenda for Acceptance

- A. Planning Commission Minutes dated May 12, 2015
- B. Accounts Payable Bill List

Motion: Upon Conn's motion and Locke's second, the Council unanimously accepted 'A' through 'B' above.

Consent Agenda for Approval

- A. Public Works Engineering Director Job Description
- B. Public Works Operations Director Job Description
- C. Accounts Payable Bill List
- D. Declare Surplus Property – Library Equipment

Motion: Upon Conn's motion and Morten's second, the Council unanimously approved 'A' through 'D' above.

Council Reports

Mayor Peterson reported...

- Our local poster contest winner for the "If I Were Mayor..." Student Contest won the state competition!

Councilor Conn reported...

- Nothing to report.

Council President Morten reported...

- It is a very dry year. He encourages citizens to proceed with caution and diligence in watching out for fires. Some areas in the City are in catastrophic fire zones.

Councilor Carlson reported...

- The parade is Saturday. There are a lot of opportunities for children to join in and walk with what interests them.

Councilor Locke reported...

- The Kiwanis Community Parade is this Saturday. The Kiwanis, Library and Fair are all celebrating 100-year anniversaries. The parade will travel through the Boise Veneer property onto Plymouth Street. Council President Morten regrets that he won't be able to attend. He will be in California attending a funeral.

Department Reports

Police Chief Moss reported...

- Nothing to report.

Interim Public Works Co-Director Nelson reported...

- Nothing to report.

Interim Public Works Co-Director Sheppard reported...

- Nothing to report.

Library Director Jeffries reported...

- It's time to sign up for summer reading at the Library. There are programs for children, teens and adults.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- Tuesday, June 23 is the Waterfront Development open house at the Muckle Building.

Adjourn - There being no further business, the meeting adjourned at 7:27 p.m.



ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

DRAFT



City of St. Helens

265 Strand Street ♦ P.O. Box 278 ♦ St. Helens, Oregon 97051

Phone: (503)397-6272 ♦ Fax: (503)397-4016

www.ci.st-helens.or.us

Exclusive Use Permit

Group/Organization Name St. Helens Womens Softball Phone 503-396-1272

Authorized Agent Name Colleen Palmer Phone _____

Address 254 N. 10th St. City, State, Zip St. Helens, OR 97051

Mailing Address (if different) _____

Park/Field Campbell Park Fields 1 & 2

Activity Description Softball

Term (Dates) August 10, 2015 to September 30, 2015

Days/Hours of Use: Monday Sunrise to Dusk - Except Labor Day 9-7-15

Tuesday _____

Wednesday Sunrise to Dusk

Thursday _____

Friday _____

Saturday _____

Sunday _____



AUTHORIZATION

Proof of Insurance Received ☒ Yes ☐ No

Commercial Use ☐ Authorized ☒ Not ☒ Concessions Authorized

Parks Commission ☐ Approved _____ ☐ Denied _____

City Council ☐ Approved _____ Meeting Date _____ ☐ Denied _____ Meeting Date _____

Notes _____



Approved
Neal Sheppard, Public Works Supervisor

7-2-15
Date Signed

This permit may be revoked at any time, upon notice to applicant, its agent, or employees, for noncompliance with the Agreements & Conditions (attached) and Rules & Regulations (attached) of this permit or for the preservation of the public peace, health, safety, or general welfare.

Fee Schedule

Fee Type	Check All That Apply	Amount Due
Athletic Fields (not more than 2 weeks)	<input checked="" type="checkbox"/> \$10.00 per day x <u>2</u> fields x <u>15</u> days	\$300.00
Use of Field Lights (Add'l)	<input checked="" type="checkbox"/> \$10.00 per day x <u>2</u> fields x <u>15</u> days	\$300.00
TOTAL AMOUNT DUE:		\$600.00

Amount Paid \$ 600.00 Date Paid 6/30/15 Receipt No. 102511 Initials SLI

City of St. Helens

Exclusive Use Application

As per Ordinance Nos. 2003 and 2250 and all amending ordinances.



Athletic Fields

Please complete this application for periods of exclusive use over two weeks.



SECTION 1 Applicant Information

Group/Organization Name St. Helens Womens Softball Phone 503-396-1272
 Authorized Agent Name Colleen Palmer Phone Same
 Address 254 N. 10th City, State, Zip St. Helens, OR 97051
 Mailing Address (if different) _____

SECTION 2 Permit Information

Park/Field Campbell Park
 Activity Description (i.e. softball, soccer, etc.) Softball
 Dates 8/10/15 to 9/30/15
 Days/Hours of Use:
 Monday sunrise to sunset Dusk
 Tuesday Except Labor day 9-7
 Wednesday sunrise to Dusk
 Thursday _____
 Friday _____
 Saturday _____
 Sunday _____

Do you intend to sell any merchandise or service? ☐ No ☐ Yes

If "yes", describe _____

FOR OFFICE USE	
Application date	<u>6-30-15</u>
<input checked="" type="checkbox"/> Insurance	
<input type="checkbox"/> Summary Report	
<input checked="" type="checkbox"/> Fee paid	
Receipt #	<u>102511</u>
<input checked="" type="checkbox"/> Calendar	
<input checked="" type="checkbox"/> Parks → <input type="checkbox"/> Council	
Approval dates	
<input checked="" type="checkbox"/> Parks	<u>7-2-15</u>
<input type="checkbox"/> Council	_____
<input type="checkbox"/> Permit issued	_____

Will you require use of the concessions stand? ☐ No ☒ Yes

Other Comments/Information Some student based concessions?

DECLARATION

By signing this application, you declare that you have read and agree to the attached "Agreements and Conditions" and "Rules and Regulations" for use of City-owned properties including public right-of-ways.

Signature of Authorized Agent Colleen E. Palmer Date signed 6/29/15

FEE SCHEDULE

ATHLETIC FIELDS = \$10 PER FIELD, PER DAY		USE OF FIELD LIGHTS, additional = \$10 PER FIELD, PER DAY	
Athletic Fields	<input checked="" type="checkbox"/> \$10.00 per day X <u>2</u> fields X <u>15</u> days =	\$	<u>300.00</u>
Use of field lights (add'l fee)	<input checked="" type="checkbox"/> \$10.00 per day X <u>2</u> fields X <u>15</u> days =	\$	<u>300.00</u>
TOTAL AMOUNT DUE			\$ <u>600.00</u>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/24/15

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER RPS Bollinger 101 JFK Parkway Short Hills, NJ 07078-5000		CONTACT NAME:	
		PHONE (A/C, No. Ext): 800-446-5311	FAX (A/C, No.): 973-921-2876
		E-MAIL ADDRESS:	
		PRODUCER CUSTOMER ID #:	
		INSURER(S) AFFORDING COVERAGE	
INSURED AMATEUR SOFTBALL ASSOCIATION OF AMERICA 2801 NORTHEAST 50th STREET OKLAHOMA CITY, OK 73111	INSURER A: MARKEL INSURANCE COMPANY		NAIC # 38970
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 51182

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		3602AH230069-14	*SEE ATTACHED	01/01/16	EACH OCCURRENCE \$2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$10,000**
	<input checked="" type="checkbox"/> Incl. Participants						PERSONAL & ADV INJURY \$2,000,000
	GEN'L. AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC						GENERAL AGGREGATE \$5,000,000
				**Non-participants only			PRODUCTS - COMP/OP AGG \$2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)
	ANY AUTO						BODILY INJURY (Per person)
	ALL OWNED AUTOS						BODILY INJURY (Per accident)
	HIRED AUTOS						PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB						EACH OCCURRENCE
	EXCESS LIAB						AGGREGATE
	DED <input type="checkbox"/> RETENTION \$						WC STATUTORY LIMITS
	WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY						OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N						E.L. EACH ACCIDENT
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE
							E.L. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

SEE ATTACHEMENT.

NOTE: In order for coverage to be in effect, signed waivers are required and need to be maintained for a minimum of five years.

CERTIFICATE HOLDER

CANCELLATION

City of St. Helens, OR
 c/o St. Helens Adult Softball
 2034 Columbia Blvd
 PMB #174
 St. Helens, OR 97051

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Accounts Payable

To Be Paid Proof List

User: Shellym
 Printed: 06/19/2015 - 12:04PM
 Batch: 00009.06.2015



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description					Reference			
<hr/>									
ACCELA, INC. #774375									
000496									
INV31115	5/31/2015	197.00	0.00	06/19/2015				False	0
012-106-554000 Contractual/consulting serv				IVR 3RD PARTY TELEWORKS					
		<hr/>							
INV31115 Total:		197.00							
		<hr/>							
ACCELA, INC. #774375 T		197.00							
ADVANCED LOCKING SOLUTIONS, INC.									
000668									
9348	5/26/2015	346.74	0.00	06/19/2015				False	0
013-403-501000 Operating materials/supplies				PADLOCKS					
		<hr/>							
9348 Total:		346.74							
		<hr/>							
ADVANCED LOCKING S		346.74							
AZURADISC, INC.									
002089									
INV68003	6/8/2015	158.57	0.00	06/19/2015				False	0
001-004-457000 Office Supplies				MATERIALS					
		<hr/>							
INV68003 Total:		158.57							
		<hr/>							
AZURADISC, INC. Total:		158.57							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
BANKCARD CENTER									
002197									
CARD 0819	5/28/2015	164.00	0.00	06/19/2015				False	0
009-207-652730 Ready to Read				ALA STORE - ERCC BOOKLETS					
CARD 0819	5/28/2015	406.00	0.00	06/19/2015				False	0
010-300-652970 McCormick Pk Ped Bridge				DSL- WETLAND REPORT					
CARD 0819	5/28/2015	249.00	0.00	06/19/2015				False	0
012-101-490000 Professional development				RURAL DEVELOPMENT INITIATIVES - R2R CONFER]					
CARD 0819	5/28/2015	50.00	0.00	06/19/2015				False	0
001-004-511000 Printed Materials				BOLI - WAGE AND HOURS LAWS BOOK					
CARD 0819	5/28/2015	50.00	0.00	06/19/2015				False	0
001-004-517000 Library Program				OREGON HUMANITIES CONVERSATION PROGRAM					
CARD 0819 Total:		919.00							
CARD 7727	5/28/2015	22.99	0.00	06/19/2015				False	0
017-417-501000 Operating materials and suppli				SEARS - MOWER BLADE					
CARD 7727	5/28/2015	29.87	0.00	06/19/2015				False	0
013-403-457000 Office supplies				WALMART BLUETOOTH					
CARD 7727	5/28/2015	84.95	0.00	06/19/2015				False	0
017-417-501000 Operating materials and suppli				TOOLS FROM HARBOR FREIGHT					
CARD 7727	5/28/2015	144.91	0.00	06/19/2015				False	0
013-403-457000 Office supplies				STAPLES - OFFICE SUPPLIES					
CARD 7727	5/28/2015	205.32	0.00	06/19/2015				False	0
013-403-457000 Office supplies				STAPLES - OFFICE SUPPLIES					
CARD 7727 Total:		488.04							
CARD 8267	5/28/2015	7.00	0.00	06/19/2015				False	0
001-002-510000 Automobile Expense				DMV - STICKERS FRO 2003 CHEVY					
CARD 8267	5/28/2015	200.00	0.00	06/19/2015				False	0
001-002-526000 Publicity				POLICE OFFICER JOB POSTING					
CARD 8267 Total:		207.00							
CARD 9741	5/28/2015	64.88	0.00	06/19/2015				False	0
001-002-457000 Office Supplies				STAPLES SUPPLIES					
CARD 9741	5/28/2015	700.00	0.00	06/19/2015				False	0
001-002-490000 Police Training/Supplies				NADP CONFERENCE TERRY MOSS 7/27-30/2015 WAS]					
CARD 9741	5/28/2015	75.00	0.00	06/19/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
001-002-473000 Miscellaneous Expense					LUNCH FOR INTERVIEW TEAM DURING HIRING INT				
CARD 9741	5/28/2015	241.28	0.00	06/19/2015				False	0
001-002-490000 Police Training/Supplies					MALINDA DURAN 2015 LAW ENFORCEMENT RECOF				
CARD 9741	5/28/2015	-9.65	0.00	06/19/2015				False	0
001-002-490000 Police Training/Supplies					CREDIT MALINDA DURAN 2015 LAW ENFORCEMEN				
CARD 9741 Total:		1,071.51							
BANKCARD CENTER To		2,685.55							
BARBEE, DIANE									
017100									
JUNE12 2015	6/12/2015	29.94	0.00	06/19/2015				False	0
001-004-517000 Library Program					CANDY AND JAR FOR ADULT SUMMER READING PI				
JUNE12 2015 Total:		29.94							
BARBEE, DIANE Total:		29.94							
BEMIS PRINTING									
002701									
6244	6/3/2015	34.65	0.00	06/19/2015				False	0
012-102-490000 Professional development					NOTARY STAMP - MELANIE PAYNE				
6244 Total:		34.65							
BEMIS PRINTING Total:		34.65							
BIO-MED TESTING SERVICE, INC.									
003505									
43534	6/6/2015	43.00	0.00	06/19/2015				False	0
012-102-554000 Contractual/consulting serv					PRE-EMPLOYMENT TEST, ALEXANDER LULL				
43534 Total:		43.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
BIO-MED TESTING SERV		43.00							
BLUMENTHAL UNIFORMS									
003660									
128463-002	5/6/2015	715.00	0.00	06/19/2015				False	0
009-211-652110 PD Reserve expense					VEST FOR DYLAN GASTON				
128463-002 Total:		715.00							
128464-02	5/6/2015	715.00	0.00	06/19/2015				False	0
009-211-652110 PD Reserve expense					VEST FOR JAMIN COY				
128464-02 Total:		715.00							
128586	5/29/2015	715.00	0.00	06/19/2015				False	0
001-002-501000 Operating Materials & Supp					VEST FOR EGGERS				
128586 Total:		715.00							
BLUMENTHAL UNIFOR		2,145.00							
CANON SOLUTIONS AMERICA, INC									
021694									
4016124733	6/1/2015	147.08	0.00	06/19/2015				False	0
012-107-502000 Equipment expense					CITY HALL COPIER USAGE				
4016124733 Total:		147.08							
CANON SOLUTIONS AM		147.08							
CDR Baking, Inc									
005460									
062315	6/15/2015	200.00	0.00	06/19/2015				False	0
009-209-554100 Environmental review					WHATS YOUR WATERFRONT OPEN HOUSE CATERIN				
062315 Total:		200.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
	CDR Baking, Inc Total:	200.00							
<hr/>									
CENTERLOGIC, INC. 011595									
29730	6/9/2015	200.00	0.00	06/19/2015				False	0
001-002-500000 Computer System Maint.					MONTHLY BACKUP FOR MAY 2015				
	29730 Total:	200.00							
<hr/>									
	CENTERLOGIC, INC. To	200.00							
<hr/>									
CINTAS CORPORATION 037620									
5003192517	6/16/2015	58.90	0.00	06/19/2015				False	0
012-107-554000 Contractual/consulting serv					CITY HALL FIRST AID CABINET				
	5003192517 Total:	58.90							
<hr/>									
	CINTAS CORPORATION	58.90							
<hr/>									
COASTWIDE LABORATORIES 007159									
2780901	6/11/2015	170.02	0.00	06/19/2015				False	0
001-002-473000 Miscellaneous Expense					MATERIALS				
	2780901 Total:	170.02							
<hr/>									
2780902	6/11/2015	95.85	0.00	06/19/2015				False	0
001-004-470000 Building Expense					MATERIALS				
	2780902 Total:	95.85							
<hr/>									
	COASTWIDE LABORATO	265.87							

CODE PUBLISHING, INC.

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
007162									
50024	6/5/2015	114.75	0.00	06/19/2015				False	0
012-102-554000	Contractual/consulting serv			MUNICIPAL CODE ELECTRONIC UPDATE					
50024 Total:		114.75							
CODE PUBLISHING, INC		114.75							
COLUMBIA COUNTY TRANSFER STATION									
007579									
4810	5/31/2015	29.07	0.00	06/19/2015				False	0
013-403-470000	Building			SOLID WASTE DUMP					
4810	5/31/2015	36.66	0.00	06/19/2015				False	0
001-005-501000	Operating Materials & Supp			SOLID WASTE DUMP					
4810 Total:		65.73							
COLUMBIA COUNTY TR		65.73							
COLUMBIA RIVER P.U.D.									
008325									
JUNE11 2015	6/11/2015	415.05	0.00	06/19/2015				False	0
001-002-459000	Utilities			ACCT 7493					
JUNE11 2015	6/11/2015	778.34	0.00	06/19/2015				False	0
001-004-459000	Utilities			ACCT 7493					
JUNE11 2015	6/11/2015	135.04	0.00	06/19/2015				False	0
001-005-509000	Marine board expense			ACCT 7493					
JUNE11 2015	6/11/2015	4,851.93	0.00	06/19/2015				False	0
011-011-453000	Street Lighting			ACCT 7493					
JUNE11 2015	6/11/2015	751.29	0.00	06/19/2015				False	0
012-107-459000	Utilitites			ACCT 7493					
JUNE11 2015	6/11/2015	322.83	0.00	06/19/2015				False	0
013-403-459000	Utilities			ACCT 7493					
JUNE11 2015	6/11/2015	2,530.13	0.00	06/19/2015				False	0
017-017-459000	Utilities			ACCT 7493					
JUNE11 2015	6/11/2015	5,312.41	0.00	06/19/2015				False	0
017-417-459000	Utilities			ACCT 7493					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
JUNE11 2015	6/11/2015	1,005.70	0.00	06/19/2015				False	0
018-019-534000 Electrical Energy				ACCT 7493					
JUNE11 2015	6/11/2015	3,017.10	0.00	06/19/2015				False	0
018-020-534000 Electrical Energy				ACCT 7493					
JUNE11 2015	6/11/2015	30.06	0.00	06/19/2015				False	0
018-021-459000 Utilites				ACCT 7493					
JUNE11 2015	6/11/2015	474.22	0.00	06/19/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JUNE11 2015	6/11/2015	1,078.84	0.00	06/19/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JUNE11 2015 Total:		20,702.94							
COLUMBIA RIVER P.U.D		20,702.94							
COMCAST									
COMCAST									
JUNE7 2015	6/7/2015	94.85	0.00	06/19/2015				False	0
013-403-458000 Telecommunication expense				OR ST SHOP					
JUNE7 2015 Total:		94.85							
COMCAST Total:		94.85							
CONSOLIDATED SUPPLY									
009000									
S7335219.001	6/4/2015	2,808.95	0.00	06/19/2015				False	0
010-302-653201 Water main replacement				MATERIALS					
S7335219.001 Total:		2,808.95							
S7345666.001	6/11/2015	291.67	0.00	06/19/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
S7345666.001 Total:		291.67							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	CONSOLIDATED SUPPL	3,100.62							
E2C CORPORATION									
E2C									
3695	5/27/2015	350.00	0.00	06/19/2015				False	0
008-008-558104 Events				EVENT SERVICES MAY 2015					
3695 Total:		350.00							
3703	6/17/2015	2,342.74	0.00	06/19/2015				False	0
008-008-558104 Events				EVENT SERVICES JUNE AND JULY 2015					
3703 Total:		2,342.74							
E2C CORPORATION Tota		2,692.74							
GALLAGHER, DANIEL Q.									
013075									
MAY18 2015	5/18/2015	160.00	0.00	06/19/2015				False	0
001-103-554000 Contractual/consulting serv				LEGAL SERVICES BREEZEE ANN ROJAS					
MAY18 2015 Total:		160.00							
GALLAGHER, DANIEL Q		160.00							
GREENLEAF TREE RELIEF LLC									
014167									
1627	6/12/2015	600.00	0.00	06/19/2015				False	0
011-011-554000 Contractual/Consult Serv.				TAKE DOWN CHESTNUT TREE AT AUBUCHON AND					
1627 Total:		600.00							
GREENLEAF TREE RELI		600.00							
H.D. FOWLER CO.									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
012650									
I3943415	6/10/2015	3,563.64	0.00	06/19/2015				False	0
010-302-653202	Water meter replacement			WATER METERS					
	I3943415 Total:	3,563.64							
	H.D. FOWLER CO. Total:	3,563.64							
INGRAM LIBRARY SERVICES, INC.									
016240									
85504545	6/2/2015	119.51	0.00	06/19/2015				False	0
001-004-511000	Printed Materials			BOOKS					
	85504545 Total:	119.51							
	INGRAM LIBRARY SERV	119.51							
JEFFRIES, MARGARET									
016949									
JUNE15 2015	6/15/2015	33.48	0.00	06/19/2015				False	0
001-004-517000	Library Program			DINNER FRO SPEAKER FROM THE FAIR HOUSING C					
	JUNE15 2015 Total:	33.48							
	JEFFRIES, MARGARET T	33.48							
JORDAN RAMIS PC									
030274									
MAY31 2015	5/31/2015	351.12	0.00	06/19/2015				False	0
012-101-454000	Attorney			LEGAL SERVICES					
MAY31 2015	5/31/2015	2,076.65	0.00	06/19/2015				False	0
001-104-454000	Attorney			LEGAL SERVICES					
MAY31 2015	5/31/2015	2,124.00	0.00	06/19/2015				False	0
009-209-554120	Urban renewal review			LEGAL SERVICES					
MAY31 2015	5/31/2015	283.80	0.00	06/19/2015				False	0
018-018-454000	Attorney Expense			LEGAL SERVICES					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
MAY31 2015	5/31/2015	2,628.00	0.00	06/19/2015				False	0
018-019-554000 Contractual/Consulting Serv	LEGAL SERVICES								
MAY31 2015 Total:		7,463.57							
JORDAN RAMIS PC Tota		7,463.57							
KJ SECURITY SOLUTIONS & LOCKSMITH, LLC									
KJSECUR									
0000556	6/15/2015	640.00	0.00	06/19/2015				False	0
001-004-470000 Building Expense	INSTALL ALARM LOCK AND PUSH BAR								
0000556 Total:		640.00							
KJ SECURITY Solutio		640.00							
KOLDKIST									
007248									
MAY28 2015	5/31/2015	33.00	0.00	06/19/2015				False	0
001-002-473000 Miscellaneous Expense	BOTTLED WATER ACCT 169870								
MAY28 2015 Total:		33.00							
KOLDKIST Total:		33.00							
KRP DATA SYSTEMS									
KRP.DATA									
JUNE3 2015	6/3/2015	140.00	0.00	06/19/2015				False	0
001-002-502000 Equipment Expense	WEBLEDS 7 MONTH SUBSCRIPTION FOR 1 USER								
JUNE3 2015 Total:		140.00							
KRP DATA SYSTEMS To		140.00							

LAND DEVELOPMENT SERV, COL. CO. TREASURER

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
007550									
MAY2015	6/9/2015	1,800.00	0.00	06/19/2015				False	0
001-105-554000 Contract Services					BUILDING INSPECTIONS				
	MAY2015 Total:	1,800.00							
	LAND DEVELOPMENT S	1,800.00							
LD PRODUCTS, INC.									
018060									
SIP003322213	6/8/2015	184.40	0.00	06/19/2015				False	0
001-004-457000 Office Supplies					COPIER TONER				
	SIP003322213 Total:	184.40							
	LD PRODUCTS, INC. Tot	184.40							
LEAGUE OF OREGON CITIES									
018100									
2082	5/29/2015	762.07	0.00	06/19/2015				False	0
001-002-502000 Equipment Expense					UNIFORM CITATION PROGRAM				
	2082 Total:	762.07							
	LEAGUE OF OREGON C	762.07							
LESKIN, P.C., STEVEN									
018200									
JUNE9 2015	6/9/2015	132.00	0.00	06/19/2015				False	0
001-103-554000 Contractual/consulting serv					LEGAL SERVICES FRO ANGELA YOUNGER				
	JUNE9 2015 Total:	132.00							
	LESKIN, P.C., STEVEN T	132.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
MAILBOXES NORTHWEST									
019366									
MAY29 2015	5/29/2015	52.41	0.00	06/19/2015				False	0
001-002-480000 Postage				POSTAGE					
		<hr/>							
MAY29 2015 Total:		52.41							
		<hr/>							
MAILBOXES NORTHWE		52.41							
MAUL FOSTER ALONGI, INC.									
019555									
23341	6/10/2015	2,750.56	0.00	06/19/2015				False	0
009-209-554100 Environmental review				BIOSE WATERFRONT PROPERTY DUE DILIGENCE AS					
		<hr/>							
23341 Total:		2,750.56							
23342	6/10/2015	20,843.76	0.00	06/19/2015				False	0
018-018-554000 Contractual/Consulting Serv				BIOSE WHITE PAPER LAND TRANSFER DUE DILIGE					
		<hr/>							
23342 Total:		20,843.76							
		<hr/>							
MAUL FOSTER ALONGI		23,594.32							
METRO PLANNING INC.									
020291									
3194	6/10/2015	962.50	0.00	06/19/2015				False	0
001-104-500000 Information services				WEB HOSTING CREATION OF NEW GIS WEBSITE					
3194	6/10/2015	37.50	0.00	06/19/2015				False	0
013-402-575000 Equipment expense				WEB HOSTING CREATION OF NEW GIS WEBSITE					
		<hr/>							
3194 Total:		1,000.00							
		<hr/>							
METRO PLANNING INC		1,000.00							
MIDWEST TAPE									
020427									
92917191	6/9/2015	128.95	0.00	06/19/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-004-483000 Audio Materials					AUDIO MATERIALS				
92917191 Total:		128.95							
92925551	6/11/2015	44.97	0.00	06/19/2015				False	0
001-004-483000 Audio Materials					AUDIO MATERIALS				
92925551 Total:		44.97							
92925552	6/11/2015	196.92	0.00	06/19/2015				False	0
001-004-481000 Visual Materials					VISUAL MATERIALS				
92925552 Total:		196.92							
MIDWEST TAPE Total:		370.84							
NET TRANSCRIPTS, INC.									
020976									
0002875-IN	5/8/2015	180.76	0.00	06/19/2015				False	0
001-002-473000 Miscellaneous Expense					TRANSCRIPTION				
0002875-IN Total:		180.76							
NET TRANSCRIPTS, INC		180.76							
NORTHERN SAFETY CO., INC.									
021152									
901421011	5/31/2015	62.89	0.00	06/19/2015				False	0
001-002-473000 Miscellaneous Expense					MATERIALS				
901421011 Total:		62.89							
NORTHERN SAFETY CO		62.89							
NORTHWEST NATURAL GAS									
021400									
JUNE12 2015	6/12/2015	18.34	0.00	06/19/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
018-019-459000 Utilites				GAS WWTP					
JUNE12 2015	6/12/2015	18.35	0.00	06/19/2015				False	0
018-020-459000 Utilities				GAS WWTP					
JUNE12 2015	6/12/2015	43.23	0.00	06/19/2015				False	0
001-004-459000 Utilities				GAS 375 S 18TH					
JUNE12 2015	6/12/2015	89.37	0.00	06/19/2015				False	0
012-107-459000 Utilitites				GAS 275 STRAND					
JUNE12 2015	6/12/2015	71.72	0.00	06/19/2015				False	0
012-107-459000 Utilitites				GAS 277 STRAND					
JUNE12 2015	6/12/2015	59.14	0.00	06/19/2015				False	0
001-002-459000 Utilities				GAS POLICE					
JUNE12 2015	6/12/2015	55.85	0.00	06/19/2015				False	0
001-005-459000 Utilities				GAS MCCORMICK					
JUNE12 2015	6/12/2015	79.26	0.00	06/19/2015				False	0
013-403-459000 Utilities				GAS 984 OREGON					
JUNE12 2015	6/12/2015	76.23	0.00	06/19/2015				False	0
017-017-459000 Utilities				GAS 1230 DEER ISLAND RD					
JUNE12 2015	6/12/2015	76.22	0.00	06/19/2015				False	0
018-018-501000 Operating Materials & Supplies				GAS 1230 DEER ISLAND RD					
JUNE12 2015	6/12/2015	166.06	0.00	06/19/2015				False	0
001-005-459000 Utilities				GAS COL VIEW PARK RR					
JUNE12 2015 Total:		753.77							
NORTHWEST NATURAL		753.77							
OAWU									
021691									
19021	6/5/2015	265.00	0.00	06/19/2015				False	0
013-403-490000 Professional development				21ST ANNUAL SUMMER CLASSIC- SEASIDE - SEAN					
19021 Total:		265.00							
OAWU Total:		265.00							
OREGON DMV									
023150									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
JUNE15 2015	6/15/2015	13.00	0.00	06/19/2015				False	0
010-305-653506 Street sweeper					PARTIAL REGISTRATION FEE FOR STREET SWEEPER				
JUNE15 2015 Total:		13.00							
OREGON DMV Total:		13.00							
OREGON TRAVEL EXPERIENCE									
OR.TRAVE									
JUNE17 2015	6/17/2015	211.00	0.00	06/19/2015				False	0
008-008-451000 Media Expense					HOULTON DISTRICT TOD SIGN				
JUNE17 2015 Total:		211.00							
OREGON TRAVEL EXPE		211.00							
PAYNE, KATHY									
025401									
JUNE 15 2015	6/15/2015	153.08	0.00	06/19/2015				False	0
012-102-490000 Professional development					TRAVEL EXPENSE- NW CLERKS TRAINING 6/8-11/20				
JUNE 15 2015 Total:		153.08							
PAYNE, KATHY Total:		153.08							
PEAK ELECTRIC GROUP, LLC									
PEAK.ELE									
150025	6/5/2015	167.00	0.00	06/19/2015				False	0
013-403-470000 Building					TROUBLESHOOTING AND REPLACEMENT OF BALL				
150025 Total:		167.00							
PEAK ELECTRIC GROU		167.00							

PORTLAND GENERAL ELECTRIC

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
025702									
JUNE9 2015	6/9/2015	46.48	0.00	06/19/2015				False	0
011-011-453000 Street Lighting					STREET LIGHTING				
	JUNE9 2015 Total:	46.48							
	PORTLAND GENERAL E	46.48							
PORTLAND STATE UNIVERSITY PSU									
MAY14 2015	5/14/2015	260.00	0.00	06/19/2015				False	0
012-101-490000 Professional development					ANNUAL DUES FOR FY 2015-16				
	MAY14 2015 Total:	260.00							
	PORTLAND STATE UNIV	260.00							
RESONATE CHURCH RESON.CH									
JUNE12 2015	6/12/2015	100.00	0.00	06/19/2015				False	0
001-000-354000 Misc Revenue					OVERCHARGE FOR PUBLIC ASSEMBLY AND AMPLI				
	JUNE12 2015 Total:	100.00							
	RESONATE CHURCH To	100.00							
RICOH USA INC 027295									
5036388560	6/7/2015	85.39	0.00	06/19/2015				False	0
012-107-502000 Equipment expense					COPPIES CITY HALL				
	5036388560 Total:	85.39							
	RICOH USA INC Total:	85.39							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
SCAPPOOSE OUTFITTERS									
SCAPP.OU									
6262	6/1/2015	82.00	0.00	06/19/2015				False	0
001-002-502000 Equipment Expense	CODE ENFORCEMENT POLO								
6262 Total:		82.00							
SCAPPOOSE OUTFITTE		82.00							
SCHOLL YARD MAINTENACE, RICK									
R.SCHOLL									
188209	6/1/2015	75.00	0.00	06/19/2015				False	0
001-002-470000 Building Expense	MAY 2015 YARD MAINTENANCE								
188209 Total:		75.00							
SCHOLL YARD MAINTEN		75.00							
SOLISTICS									
031560									
INV160765	6/1/2015	267.32	0.00	06/19/2015				False	0
001-002-502000 Equipment Expense	SHIPPING COPY MACHINE								
INV160765 Total:		267.32							
SOLISTICS Total:		267.32							
ST. HELENS LIONS CLUB									
028990									
JUNE15 2015	6/15/2015	105.00	0.00	06/19/2015				False	0
012-107-457000 Office supplies	COMMUNITY FLAG SERVICE DONATION								
JUNE15 2015 Total:		105.00							
ST. HELENS LIONS CLU		105.00							

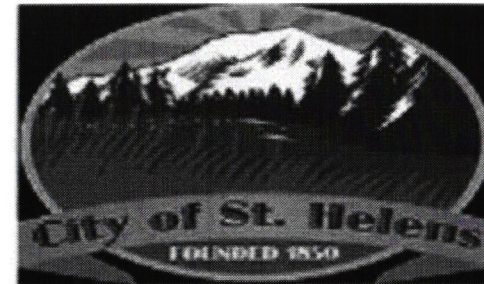
Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
ST. HELENS MARKET FRESH IGA									
029225									
02-986505	6/7/2015	18.30	0.00	06/19/2015				False	0
001-002-501000	Operating Materials & Supp			FREEZER BAGS					
	02-986505 Total:	18.30							
ACCT 67631	5/31/2015	85.72	0.00	06/19/2015				False	0
001-002-473000	Miscellaneous Expense			LUNCH DURING POLICE DEPT INTERVIEWS					
	ACCT 67631 Total:	85.72							
	ST. HELENS MARKET F	104.02							
UPS									
033900									
00006550XW235	6/6/2015	8.12	0.00	06/19/2015				False	0
017-017-501000	Operating Materials & Sup.			SHIPPING					
	00006550XW235 Total:	8.12							
	UPS Total:	8.12							
VERIZON WIRELESS									
000720									
9746493460	6/1/2015	167.74	0.00	06/19/2015				False	0
017-017-459000	Utilities			CRADLE POINT					
	9746493460 Total:	167.74							
	VERIZON WIRELESS To	167.74							
VERNON, VICKI R.									
034920									
JUNE11 2015	6/11/2015	144.00	0.00	06/19/2015				False	0
001-103-554000	Contractual/consulting serv			LEGAL SERVICES FOR PATRICK STROUF MAY 6-JUN					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	JUNE11 2015 Total:	144.00							
	VERNON, VICKI R. Total	144.00							
WALSH, JOHN 035390									
JUNE8 2015	6/8/2015	626.22	0.00	06/19/2015				False	0
012-101-490000 Professional development				MILEAGE 10/23/14-6/27/15					
	JUNE8 2015 Total:	626.22							
	WALSH, JOHN Total:	626.22							
WILCOX & FLEGEL 037003									
C162222-IN	5/27/2015	1,443.80	0.00	06/19/2015				False	0
001-002-531000 Gasoline Expense				GAS FOR POLICE					
	C162222-IN Total:	1,443.80							
	WILCOX & FLEGEL Total	1,443.80							
	Report Total:	79,254.76							

Accounts Payable

To Be Paid Proof List

User: Shellym
 Printed: 06/18/2015 - 2:39PM
 Batch: 00010.06.2015



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
JAMES W. FOWLER CO. 012675									
JUNE3 2015	6/3/2015	164,445.00	0.00	06/19/2015				False	0
010-304-653409 Godfrey Outfall					MAY 2015 WORK ON GODFREY STORM DRAIN SD-14				
	JUNE3 2015 Total:	164,445.00							
	JAMES W. FOWLER CO.	164,445.00							
	Report Total:	164,445.00							



Memorandum

To: Mayor and City Council

From: John Walsh, City Administrator

Subject: **Administration & Community Development Dept. Report**

Date: July 1, 2015

Planning Department Report attached.

Business License Reports attached.

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



To: City Council

Date: 06.30.2015

From: Jacob A. Graichen, AICP, City Planner

This report does not indicate all *current planning* activities over the past report period. These are tasks, processing and administration of the Development Code which are a weekly if not daily responsibility. The Planning Commission agenda, available on the City's website, is a good indicator of *current planning* activities. The number of building permits issued is another good indicator as many require Development Code review prior to Building Official review.

PLANNING ADMINISTRATION

As is typical for this time of year, staff is extra busy answering questions and other tasks as people look at summer projects.

Assisted the Columbia County Board of Realtors in their efforts to create a guide to sign codes of cities within Columbia County (via email).

Assisted with review of the draft of ORD 3192 regarding property maintenance requirements and vacant registration.

The Oregon Court of appeals has affirmed LUBA's decision to deny the permit to excavate a large quantity of rock for alleged residential development. This is the fourth denial of this permit (1-staff, 2-Planning Commission, 3-LUBA, and now 4-the Oregon Ct. of Appeals) for this case, S. St. Helens LLC v. City of St. Helens. The case could potentially be appealed to the Oregon Supreme Court.

Consulted a citizen on the premises at 115 S. 19th about property line issues/concerns.

Attended a pre-application meeting for a potential Columbia County land use application at 2225 Gable Road.

DEVELOPMENT CODE ENFORCEMENT

Staff continues to work the attorney representing the property owner at 34666 Snow Street for a civil compromise for a long time unauthorized driveway issue as discussed in last month's department report. However, the owner sent a letter to the Council and multiple staff in the latter half of this month with content that leaves one wondering whether or not they still retain legal counsel.

PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

June 9, 2015 meeting (outcome): Two public hearings were held: One for a Variance at 75 River Way and another for a Conditional Use Permit 35531 Firway Lane. Both were approved with conditions.

July 14, 2015 meeting (upcoming): Two public hearings are anticipated: One for a Variance/Site Design Review at 31 Cowlitz Street, and the second for a Conditional Use Permit at 365 Columbia River Highway.

HISTORIC PRESERVATION

CLG annual report provided to the National Parks Service this month, per NPS request.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

The City now has a GIS specifically intended for public access! This can be used to view various land use and property data. See <http://webgis.metroplanning.com/sainthelensgis>

I whipped up a map (last minute) for the Kiwanis parade for Ashley Baggett who has some organizational role with the parade.

MAIN STREET PROGRAM

I met with Chamber of Commerce representatives to touch base with their potential involvement with the next staff person for SHEDCO.

We have once again been selected to host a Resource Assistance of Rural Environments (RARE) AmeriCorps participant. The city used this program last year for the Main Street Program Coordinator position for SHEDCO's benefit. Staff submitted a full application this month after receiving the acceptance notice from RARE. Interviews are anticipated in mid-July.

MISC.

Planning Dept. staff attended driver safety class on June 4, 2015. Staff also attended the Regards to Rural Conference towards the end of June.

ASSISTANT PLANNER—*In addition to routine tasks, the Assistant Planner has been working on:*

See attached.

Jacob Graichen

From: Jennifer Dimsho
Sent: Monday, June 22, 2015 12:18 PM
To: Jacob Graichen
Subject: June Department Report

Here are my additions for the June Planning Department Report.

1. Compiled property information for Portland Community College's Request for Information (RFI) for potential St. Helens locations for a new educational facility
2. Helped prepare and distribute outreach materials, including updating the City's website for the Integrated Planning Grant (IPG) Open House on June 23 from 5pm-7pm
3. Facilitated final adoption of the Parks & Trails Master Plan (2015) and updated website materials
4. Updated the 3rd round of the Walk & Shop Mainstreet Map
5. Scheduled and prepared for final (#4) IPG Advisory Committee meeting
6. Collected CLG Historic Preservation Grant applications (Deadline: June 29).
7. Submitted CLG Interim Grant Program Report (Deadline: June 30).
8. Attended Regards 2 Rural Conference: June 26-27 in Bend, Oregon
9. Researched grant eligibility (2 webinars) and submitted a LOI for the APA/APHA RFP for the Plan4Health Grant Program (Final Deadline: July 31)

This month, I also answered more questions from residents and processed more applications than any other month this year.

Jennifer Dimsho
Assistant Planner
City of St. Helens
(503) 366-8207
jdimsho@ci.st-helens.or.us

BUSINESS LICENSE REPORT

City Department Approval: June 1, 2015

The following occupational business licenses are being presented for City approval:

Signature: [Signature]
Date: 6/2/15

RESIDENT BUSINESS – RENEWAL 2015

- | | | |
|--------------------------|-----------------------|------------------------|
| <input type="checkbox"/> | Barlow Bikes & Boards | Bike Sales and Service |
|--------------------------|-----------------------|------------------------|

RESIDENT BUSINESS – NEW 2015

- | | | |
|--------------------------|--|--|
| <input type="checkbox"/> | Good Things
291 S. 1 st Street | Bakery – Deli/Café (Change of Ownership) |
|--------------------------|--|--|

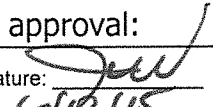
NON-RESIDENT BUSINESS - 2015

- | | | |
|--------------------------|-------------------------------|------------------------|
| <input type="checkbox"/> | ARK Remodeling & Construction | General Contractor |
| <input type="checkbox"/> | Even Construction | Building Contractor |
| <input type="checkbox"/> | Firwood Design Group, LLC | Surveying, Engineering |
| <input type="checkbox"/> | Guardsmark, LLC | Security |
| <input type="checkbox"/> | Street Treats | Ice Cream Cart |

BUSINESS LICENSE REPORT

City Department Approval: June 12, 2015

The following occupational business licenses are being presented for City approval:

Signature: 

Date: 6/12/15

RESIDENT BUSINESS – RENEWAL 2015

- | | | |
|--------------------------|----------------------------|-------------------|
| <input type="checkbox"/> | *A & S Septic Tank Service | Pump Septic Tanks |
|--------------------------|----------------------------|-------------------|

RESIDENT BUSINESS – NEW 2015

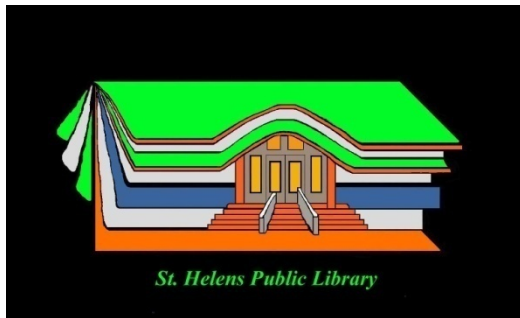
- | | | |
|--------------------------|---|-----------------------|
| <input type="checkbox"/> | Alicia Evans
440 Columbia Blvd | Massage Therapy |
| <input type="checkbox"/> | Creation Station Learning Center
35531 Firway Lane | Preschool and Daycare |
| <input type="checkbox"/> | ORPET Inc.
58144 Old Portland Road, Suite C | Plastics Recycling |

NON-RESIDENT BUSINESS - 2015

- | | | |
|--------------------------|-----------------------------------|-------------------------|
| <input type="checkbox"/> | C & N Construction Inc. | Commercial Construction |
| <input type="checkbox"/> | Jobin Construction LLC | Excavation |
| <input type="checkbox"/> | The P.R. Skate LLC | Construction |
| <input type="checkbox"/> | Specialized Pavement Marking Inc. | Highway Striping |

*Denotes In-Home Business

Page 1 of 1



July 1, 2015

From: Margaret Jeffries, Library Director

To: The Mayor and Members of the City Council

Subject: Library Department Report

Family Story Time: Join other families for stories, puppets, movement, fingerplays, and singing. Wednesdays at 11:15 am, **June 17 through August 12**, in the Children's Section.

Free Vision Screenings: St. Helens Public Library will be hosting free vision screenings for children as part of a statewide campaign to address vision difficulties before children enter school. This program is sponsored by the Elks Children's Eye Clinic through OHSU.

Wednesday, July 15, 12:00 p.m., Auditorium

Summer Reading for Everyone: Summer Reading sign-up for children, teens and adults began on **Monday, June 15**.

This year's theme for children is "Every Hero has a Story".

- **Super Villain Make-a-Minion Workshop:** Every super villain needs minions; many, many yellow minions....At our make-a-minion workshop we will be using bananas, googly eyes, paint and markers to make ours. **Friday, July 10, 4:00pm, Auditorium**
- **Be a Hero for the Environment:** For thousands of years, Oregon's Native American cultures have developed ways to use natural resources without hurting the environment. See and touch artifacts from Oregon's past, discover how they were created and used, and then try out some of these traditional practices yourself. Be inspired to become a hero for the environment! Afterwards, children

will have a chance to get their hands on the past. Discovery Tables will present fascinating specimens and artifacts, encourage hands-on learning, and will be available in the hallway after the presentation. This program is presented by the Museum of Cultural and Natural History (University of Oregon). **Thursday, July 16, 10:00 am, Auditorium**

- **Indoor Camping @ the Library (not an overnight event):** Bring your pop up tent, indoor safe lanterns, sleeping bags and pillows – we're camping in the Library! Set up camp at 7:00 p.m. when the library closes. The lights go out between 7:30 and 8:00 p.m. and the indoor campfires will be lit (er...plugged in). Participants will be treated to snacks (in the library - oh my!) and will read books until 9:00 p.m. Parents are required to attend with children under age 10. **Tuesday, August 4, 7:00 – 9:00 p.m., Library**

The theme for the teen summer reading program is "Unmask".

- **Superhero Switch Plates:** Create a superhero switch plate for the wall switch in your bedroom. We will carefully cut apart old comic books, Mod Podge them onto a switch plate that matches the one in your room, and then apply a fixative. **Friday, July 24, 3:00 p.m., Auditorium**

The theme for the adult summer reading program is "Escape the Ordinary".


- Our grand prize this year is a Kindle Paperwhite.
- **The Dog Zone:** Learn dog whispering as well as dog care tips from the experts. **Wednesday, July 22, 7:00 pm, Auditorium**

Summer Reading Party: The Library hosts an annual end of summer party for all families who participated in the Summer Reading Program. Join us for a prize raffle, food, and carnival/yard games. **Saturday, August 8, 11:00am – 12:30pm, Courtyard**

Calendar of Events:

7/1	Family Storytime, 11:15am
7/4	The Ukulele Orchestra will perform in Columbia View Park.
7/7	Moonstruck Chocolate visits the Library. Call to register.
7/8	Family Storytime, 11:15am
7/8	Teen Game Night, 4-5:30pm, Auditorium
7/10	Super Villain Make-A-Minion Workshop, 4:00pm
7/11	Learn to Play the Ukulele, 10:00am
7/11	St. Helens Writers' Guild, Noon
7/15	Family Storytime, 11:15am
7/15	Free Vision Screenings, Noon, Auditorium
7/16	Be a Hero for the Environment, 10:00am
7/18	Learn to Play the Ukulele, 10:00am
7/21	Upper Elementary and Teen Book Club, 5:00pm, Armstrong Room
7/22	Family Storytime, 11:15am
7/22	The Dog Zone, 7:00pm, Auditorium
7/24	Superhero Switch Plates, 3:00pm, Auditorium
7/25	Learn to Play the Ukulele, 10:00am
7/29	Family Storytime, 11:15am
7/29	Teen Advisory Board, 3:30pm
7/29	Teen Game Night, 4-5:30pm, Auditorium
8/1	Learn to Play the Ukulele, 10:00am
8/4	Indoor Camping at the Library, 7:00pm
8/5	Family Storytime, 11:15am
8/5	Teen Game Night, 4-5:30pm, Auditorium
8/8	Summer Reading Party, 11:00am, Courtyard

PUBLIC WORKS MEMO

To:	The Mayor and Members of City Council	
From:	Sue Nelson, Neal Sheppard Interim Public Works Co-Directors	
Date:	8 July 2015	
Subject:	June Status Summary	

Engineering

1. Prepared and submitted grant reimbursement requests for Marine Board grants.
2. Held preconstruction meetings for St. Helens Street and Eisenschmidt Lane paving projects.
3. Held preconstruction meeting for the South Trunk Sanitary Sewer cleaning and CCTV project.
4. Reviewed proposals and made a recommendation for the LED Street Lighting Project.
5. See complete report.

Parks

1. Pruned trees and sprayed the Highway 30 landscape strip.
2. Planted flower beds at multiple locations in the parks and other city grounds.
3. Painted the gazebo at Columbia View Park.
4. Removed and cleaned up several trees that have fallen in different areas around town/parks.
5. See complete report.

Public Works Operations & Maintenance

1. Replaced 2 standard water meters with new radio read meters; installed 5 new rr meters.
2. Completed water main replacement on S. 2nd, south of Tualatin.
3. Responded to 11 after hours call-outs.
4. Replaced two sample stations on S. 18th & Dubois Ln. and S. 7th & Plymouth.
5. Cleaned several lift stations for the WWTP.
6. See complete report.

Water Filtration Facility

1. Produced 51.9 million gallons of filtered drinking water, an average of 1.7 million gallons/day.
2. Continue to work with engineers in the programming of the SCADA control system.
3. Investigating possible cost savings option for replacing the membrane filtration modules.
4. See complete report.

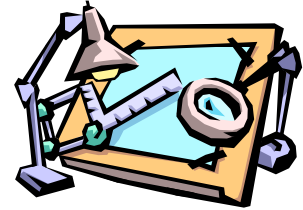
Waste Water Treatment Plant

1. Working with engineer to design and size new pumps for Lift Station No. 7 on OPR.
2. Completed and issued a new Pretreatment Permit to Armstrong World Industries.
3. Prepared for annual EPA required testing.
4. Removed problematic flow meters from two overflow locations; will decommission overflows.
5. See complete report.



Engineering Department Status Report

30 June 2015



DEVELOPMENT PROJECTS

Elk Ridge Estates Phase VI

The contractor has done some site grading, but there has not been any significant progress on the utilities and roadway. The Developer's engineer is overseeing construction activities and providing inspection reports.

Sykes Road Development

Plans for the public utility construction for this small 3-lot development were reviewed by Engineering and Public Works and returned to the design engineer for revisions.

SANITARY SEWER AND STORM DRAIN PROJECTS

Godfrey Park Storm Drain Project

The Contractor completed preparations for the installation of the 66-inch diameter steel storm pipe. They will be using a trenchless method called pipe ramming. A pre-ramming meeting was held on June 25th with City staff, the design engineer, and the construction foreman and key personnel. Procedures and methods were discussed to ensure that everyone is aware of the many requirements for this project. The first 20-foot section of pipe was installed on the afternoon of June 25. The process is quite loud at the ramming launch point, but the noise decreases above the construction zone. The actual pipe ramming is relatively fast, with an extended break between pipe segments while they prepare the next section.

2015 South Trunk Sanitary Sewer Cleaning & CCTV Project

The pre-construction meeting with the Contractor and City staff was held on June 25. The meeting covered various aspects of the work with an emphasis on safety and emergency procedures. Work is tentatively scheduled to start the first week of July and will focus on the southeast area of the residential area of the city, mainly between S. 9th and S. 18th Streets, south of Plymouth Street.

Sanitary Lift Station No. 7 Upgrade Project

Engineering has been working with the consultant to finalize design requirements for DEQ. When these have been approved, we can move forward with a bidding and procurement process for the new pumps and installation. Actual construction work is not anticipated until late fall.

South 6th Street Storm Drain Extension

The Public Works crew is working again on this project after being diverted to other projects while their rock hammer was being repaired. This work is now done and the hammering is continuing! Engineering is providing assistance with grade and alignment for the project.

North 9th Street Storm Drain Extension

Preliminary design is still ongoing, as a potential underground utility conflict is being worked out.

WATER SYSTEM PROJECTS

Telemetry System Upgrade

The new system is up and running and seems to be working well with only a few minor glitches the first couple of days. The Contractor has been very responsive to concerns and has made corrections and changes very quickly. Minor adjustments are still being done to ensure that the system is responding correctly to all the various alarms.

2014 Watermain Replacement Project

The only remaining item for the Contractor to complete is pouring the concrete pads around the new fire hydrants. All other improvements have been completed.

STREET AND TRANSPORTATION PROJECTS

2014 St. Helens Street Overlay Project

A pre-construction meeting was held on June 23 with the Contractor, TFT Construction, Inc. out of Scappoose. They are scheduled to start work on St. Helens Street the week of July 20-24. The full process will take approximately 2 weeks, with the asphalt grinding and street paving all taking place in the first week. The second week will consist of sealing the new asphalt surface, re-stripping the road, and putting down parking tics, crosswalks, and other legends.

Eisenschmidt Lane Overlay and Sidewalk Project

Work to replace the sidewalk and repave the road leading to the public pool and the back of Lewis and Clark school is scheduled to begin after the St. Helens Street project is complete.

2015 Annual Striping Project

The contracts are signed and work will begin when the Contractor is able to schedule the trucks and crew. Work to refresh all of the long-line street striping, 4-inch white and yellow striping and 8-inch white bike lane striping, will be completed before the end of August.

Various Street Improvement Projects

Other street improvement projects currently in some stage of design are:

- *Crack sealing, street preservation project
- *Continued paving of gravel streets

Right of Way and Construction Permits

There were two Right-of-Way permits issued by the Engineering Department during the month of June; a storm drain discharge on S. 6th Street and for special event parking at the Dockside on July 2.

MISCELLANEOUS PROJECTS

McCormick Park Pedestrian Bridge

Two proposals were received for the pedestrian bridge project and both well exceeded the available budget. The project is being repackaged and other options are being considered including purchasing a lighter weight bridge that can be placed with standard equipment instead of using a very, very expensive crane.

Courthouse Docks Utility Improvements

At last! Some fairly significant progress has been made. The manufacturer of the actual unit instructed the Contractor to verify the internal wiring. She found that virtually everything inside had been wired incorrectly – the keyboard plug was upside down, other relays were backwards, and the individual pedestals were wired to the wrong switches. So if it was running someone would have selected power to Pedestal 2 for example, and the controller would have energized perhaps Pedestal 5. Our Contractor has now corrected ALL of these multiple problems. She has expressed very strongly her dissatisfaction with this manufacturer and the fact that they so VERY OBVIOUSLY shipped a non-functioning unit. At this point, the last step to complete the programming requires a Merchant ID number for processing the credit cards. The Finance Dept. is working on that application and hopes to have an approval by month's end.

Marine Board Grant Projects

Grant reimbursement requests were completed and submitted to the Marine Board for the two grant-funded projects – the Sand Island Restrooms and the Courthouse Dock Utilities. Both requests were approved; there will be one final request for the remainder of the project funds for the Utility project when it is complete. The reimbursed amounts are \$221,939 for Sand Island (100% of the grant funds) and \$234,333 for the Utility project to date (95% of grant funds).

Sand Island Dock Repairs

The Council approved an estimate for repairs to be completed by Advanced American Construction and the contract is with the Contractor to be signed and returned with their insurance. They expect to have workers here in early July.

Parks Department for June 2015

Daily duties were performed. Which include cleaning restrooms, garbage pickup, Island maintenance mowing and weed eating all the Parks.

Painted inside the Columbia view restrooms

Sprinkler repairs

Dealt with dead trees in McCormick Park

Pruned trees on the HWY

Organized the Parks maintenance building

Stocked all the restrooms with necessary supplies

Sprayed the HWY weeds

Chipped up a downed tree on Aubachon

Conducted interviews for summer help

Repaired teeter totter in Heinie Heumann Park

Repaired and painted picnic tables

Placed a lock system on the restrooms at the Island

Fertilized the Parks

Watered Street trees

Removed or replaced dead or broken Street Trees

Painted the Columbia Gazebo

Flower beds at the Library

Disposed of dead Deer

Sprayed weeds

Planted trees at McCormick

Cleaned up trails on the other side of the creek

Flower bed at 6th and West Street

Painted and rehabbed the horseshoe pits at Godfrey

Filled large holes at Godfrey

Disposed of a dead Skunk

Mower repair

Mowed/burned the Boise property down town

Killed bees in the Campground

Flower beds in McCormick

Oiled the Fisherman in the off leash area

Reset ballfield lights

Painted bleachers and benches at 6th Street

Moved tables for City Hall

Public Works Work Report

June 2015

Water Dept:

Replaced 2 meters with radio reads
Installed 5 new radio reads
Installed new meter box at 395 N. 5th St
Replaced shut-off at 265 Sunset Blvd.
Replaced sample station at S. 18th St. & Dubois Ln.
Delivered sanding rock to Keith Locke
Cleaned garbage and debris from island
Helped mow lawns at parks
Read meters
Shut off and turned on 91 delinquents
Did yearly inventory
Read heavy users
Worked on 2nd St. waterline project
Repaired leak at 205 ½ Dubois Ln.
Replaced meter box in 200 blk of N. 17th St.
Assisted with S. 6th St storm project
Assisted with TVing sewer on S. 18th St.
Repaired leak on main at Alder St & Firlock Park St.
Installed new shut-off at 275 S. 15th St.
Replaced shut-off and meter box at 197 S. 3rd St.
Replaced hydrant hit by vehicle on Construction Way
Replaced sample station at S. 7th & Plymouth St.
Worked on N 19th waterline project

Sewer Dept:

Worked on N. 6th St. storm project
Jetted and TVd main at S. 18th St & Plymouth St.
Cleaned pump stations for WWTP
Made a root list for Sharon

Call-Outs:

Low chlorine residual at shop
Water leak inside Healthy Nails building
Tree fell across road and power lines at 325 S. 17th St
Turned water on for delinquent at 305 S. 9th St.
Turned water on for delinquent at 555 N. 8th St.
Turned water on for delinquent at 454 S. 9th St.
Telemetry alarm – communication failure at Bayport
Leak on Main on Firlock Park St.
Shop alarm – birds in bay setting off motion sensors
Semi into bridge and power pole by 18th St. & OPR
Called back out to move barricades back for PUD – they thought pole was going to fall

Miscellaneous:

Swept streets
Marked 52 locates
Checked wells & reservoirs daily



City of St. Helens – Public Works Water Filtration Plant

PWS 00724
P.O. Box 278
St. Helens, OR 97051
PH: (503) 397-1311 FAX: (503) 397-3351



Water Filtration Facility Journal June 2015

Water Production: 51.9 million gallons/1.7 million gallons per day
(Or 130 gallons of water per person per day)

Average water we use in the home per day:

Bath: 50 gallons; **Shower:** 2 gallons per minute; **Teeth brushing:** 1 gallon (with water running while brushing); **Hands/face washing:** 1 gallon (letting faucet run to get warm water); **Face/leg shaving:** 1 gallon; **Dishwasher:** 20 gallons a load; **Clothes washing** (machine): 10 – 20 gallons a load; **Toilet flush:** 3 to 7 gallons per flush (1.6 gal with water saving toilets); **Glasses of water:** 8 oz. per glass (1/16th of a gallon) **Watering the garden/grass, car/sidewalk washing:** 30 gallons

Week 1 Produced and sent May OHA reports to the State, still using the original data collecting program XLReporter because the new HMI program is not yet configured to collect and publish our information. Performed monthly check on fire extinguishers. Sent sewer readings to Columbia City public works. Received delivery of Caustic Soda, used for pH adjustment and corrosion control. Max from Centerlogic on site, he configured the Comcast high speed internet.

Week 2 Performed the monthly change out of the reagents on the chlorine monitoring instruments. Corresponding with the SCADA programming integrators in New York as we continue to resolve and fine tune our new and upgraded HMI, (Human to Machine Interface) program that controls and monitors the WFF process. Initiated our Ignition software support license and upgraded our VPN program through TeamViewer. Jesse mowed the tall grass along the east (Columbia river side) of the bicycle trail, where the residential part of 4th street seems to end in Columbia City, but 4th street actually continues another 75 feet south, and then the WFF entrance road forks off to the west (to the right) of the bicycle trail and becomes the entrance road to the WFF facility.

Week 3 Received delivery of Chlorine this week. Working on my personal WFF budget spreadsheet for next year. Continuing the compilation of improving and updating our WFF maintenance logbook spreadsheets.

Week 4 Had a visit from Ric Tower and Joe Tardio who are representing Scinor filter membranes. The Scinor membrane is a direct fit, “plug and play” module that can replace the PALL membranes the WFF currently has installed. The WFF membranes are reaching their projected “life” of 10 years and we are looking into obtaining membrane replacement price quotes, availability of membranes, shipping times, and working up a replacement schedule and supplier/vendor to have in place if and when we are in need of beginning to replace our filtration modules. OHA has approved Scinor membranes for use in Oregon. We are only looking into what SCINOR has to offer at this time. Working with Chris, Portland Engineering, to reconfigure our new WFF servers, very, very deep glitch had occurred. Restored now.

Respectfully submitted,

Howie Burton and Guy Davis, City of St. Helens – Public Works Filtration Facility Operators

WWTP Monthly Operations and Maintenance Report

June 2015

To: Sue Nelson

From: Aaron Kunders

Secondary System Report

- 6/24-Tried to contact Cascades regarding low trending pH's, but no response.
- 6/25-Checked SolarBees

Primary System Report

- All normal monthly routines complete.

Pump Stations

- 6/1-PS#5-Cleaned grease line off wall.
- 6/2-PS#7-Installed pressure gauge on pump #1. Reading between 35-40psi.
- 6/3-PS#7-Pump draw down test with Erik with Firwood Design.
- 6/5-PS#7-More draw down tests for Erik.
- 6/15-PS#7-Even more draw down tests and pressure tests for Erik.
- 6/22, 23-Vacuumed grease out of lift stations.
- 6/25-PS#7-Did draw down test of Armstrong's pumps while PS#7 was running for Erik.

Sodium Hypochlorite System

- 2001 gallons used this month.
- 2388 gallons used last month.

Call-outs

- No after hour call-outs for June.

Plant

- 6/6-SCADA not working. Called Tom and he reset remotely.
- 6/9-Cleared brush from fence line above lagoon.
- 6/18-Cleaned vac truck dump.
- 6/29-Set up for 2015 EPA DMRQA annual testing.

Pretreatment

- 6/1-Conference call with Paul Woods with SHOR.
- Worked on and issued Armstrong a new Pretreatment Permit.
- Issued Blue Heron and St.Helens Septic waste hauler permits.
- 6/16-Checked Armstrong's pumping rate for Erik.

Other

- 6/4-Driver training.
- 6/17-Removed DataGators from Marina and Grace's.

Next Month

- Quarterly sampling

City of St. Helens RESOLUTION NO. 1707

A RESOLUTION AUTHORIZING PURCHASE OF REAL PROPERTY WITHIN THE CITY OF ST. HELENS FROM BOISE WHITE PAPER, LLC, INCLUDING NECESSARY STEPS TO EFFECT PURCHASE OF REAL PROPERTY IN SERVICE OF THE CITY'S ECONOMIC DEVELOPMENT, ENVIRONMENTAL, AND PUBLIC USE GOALS

WHEREAS, during the past several years the City of St. Helens, Columbia County, State of Oregon ("City") has been invited to discuss terms of purchasing 205.62 acres for the mill portion of the site and 80.73 for the island portion of the site (the "Property") owned and previously operated by Boise White Paper ("Boise") which is now partially leased and operated by another corporation and the City has accepted that invitation; and

WHEREAS, the City has evaluated the Property for future public uses and has determined that it may undertake a project to both acquire the Property and pursue partial development of the property for future public resources such as park area, public river access, docks, or other similar projects; and

WHEREAS, the City can finance the purchase of the Property without use of bonds or other public financing but instead will pay for the acquisition through use of one-half of the lease payments received from tenants using the property whose leases will be assigned to the City upon the purchase of the Property; and

WHEREAS, the City has thoroughly investigated the environmental condition of the Property and has an understanding of the environmental condition of the Property and any remedial efforts that may be required by future development; and

WHEREAS, the City finds that it is both financially feasible and in the City's best interests to authorize the acquisition of the Property and the steps necessary to acquire the Property, the City adopts this Resolution to authorize the City to obtain the Property and the steps necessary to accomplish the acquisition of the Property.

NOW, THEREFORE, the City of St. Helens resolves as follows:

Section 1. Purchase Authorized. The City hereby authorizes the Mayor or his designee to enter into a purchase and sale agreement for the Property in an amount not to exceed Three Million Dollars (\$3,000,000). This authorization includes, but is not limited to, signing the Purchase and Sale Agreement or its equivalent, signing the documents necessary for the assignment to the City of the lease or leases currently in place for the property, signing the promissory note, signature and recording of any and all closing documents, and any other documents necessary or pertinent to the purchase of the Property.

Section 2. Payment of Promissory Note. The City hereby authorizes the Mayor or his designee to accept by assignment the lease or leases in place for portions of the Property and the payments associated with the lease or leases. The City may

pay one-half (1/2 or 50%) of each lease payment received towards the Promissory Note. In addition, the City may pay one-half (1/2 or 50%) from the proceeds of any sale of any portion of the Property, in order to reduce the balance of the Promissory Note. No payment shall be made in the event that funds are not received from the lease or leases.

- Section 3. Other Obligations. The City hereby authorizes the Mayor or his designee to appoint and enter into agreements with escrow and title companies, financial institutions, other professionals and service providers to assist in carrying out the authorization provided in Section 1. The financial limit in Section 1 for the purchase price of the Property shall not apply to the compensation for the escrow and title companies, financial institutions, other professionals, and service providers appointed otherwise hired to assist the City in the purchase of the Property.
- Section 4. Security for Payment. By this Resolution the City hereby authorizes a trust deed to be recorded by Boise for the remainder of the amount owed by the City for the purchase of the Property. Boise represents and agrees that should the amount not be paid in full at the end of twenty (20) years that the remaining obligation shall be forgiven in accordance with the purchase and sale agreement.
- Section 5. Effective Date. This Resolution shall be effective upon approval.

Approved and adopted by the City Council on July 8, 2015, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder