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City of St. Helens
COUNCIL AGENDA
Wednesday, December 7, 2016
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. **6:45PM – PUBLIC HEARING –** Building Department Fees Changes
2. **7:00PM - CALL REGULAR SESSION TO ORDER**
3. **PLEDGE OF ALLEGIANCE**
4. **INVITATION TO CITIZENS FOR PUBLIC COMMENT –** *Limited to five (5) minutes per speaker.*
5. **PROCLAMATION: City Council Election Results**
6. **DELIBERATIONS:** Building Department Fee Changes
7. **RESOLUTIONS**
   - A. **Resolution No. 1764:** A Resolution of the Common Council of the City of St. Helens to Set Planning Department Fees
   - B. **Resolution No. 1765:** A Resolution of the Common Council of the City of St. Helens to Adopt the Waterfront Framework Plan
   - C. **Resolution No. 1766:** A Resolution to Establish Municipal Court Administration Fees Pursuant to Chapter 3.32 of the St. Helens Municipal Code and Superseding Res. No. 1757
8. **ACCEPT ABSTRACT OF VOTES FROM NOVEMBER 8, 2016 GENERAL ELECTION**
9. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
   - A. Grant Agreement with Ford Family Foundation for Library Strategic Planning
   - B. Property Disposition Agreement with Shaniko Law Enforcement Supply for the Sale and Disposition of Personal Property
   - C. Amendment No. 1 with Western Partitions, Inc. for the 2MG Reservoir Rehab Project
   - D. Contract Payments
10. **APPOINTMENTS TO CITY BOARDS & COMMISSIONS**
11. **CONSENT AGENDA FOR ACCEPTANCE**
    - A. Accounts Payable Bill List
12. **CONSENT AGENDA FOR APPROVAL**
    - A. Accounts Payable Bill List
13. **MAYOR PETERSON REPORTS**
14. **COUNCIL MEMBER REPORTS**
15. **DEPARTMENT REPORTS**
16. **ADJOURN**

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.

1	**BUILDING DEPARTMENT FEES**	
2	**PROPOSED ~ City of St. Helens Fee Schedule Effective 1-1-2017**	
3	**I. STRUCTURAL PERMIT FEES**	
4	**A. TOTAL VALUATION OF IMPROVEMENT:** The valuation of building construction shall be the total construction cost for all classes	
5	$1.00 to $ 2,000	$64.58
6	$2,001 to $5,000	$112.98
7	$5,001 to $25,000	$112.98 for first $5000 plus $12.20 for each additional $1000 or fraction thereof, to including $25,000
8	$25,001 to $ 50,000	$357.00 for the first $25,000 plus $9.15 for each additional $1,000, or fraction thereof, to and including $50,000
9	$ 50,001 to $100,000	$585.90 for the first $50,000 plus $6.10 for each additional $1,000, or fraction thereof, to and icluding $100,000
10	$100,001 and up	$890.93 for the first $100,000 plus $5.09 for each additional $1,000, or fraction thereof.
11	**B. PLAN REVIEW FEE:**	
12	Plan Review Fee is 65% of Structural Permit Fee	65% of structural fee
13	Additional plan review required by changes, additions or revision to approved plans (minimum 1/2 hr.)	$95.76/hour
14	Fire/Life/Safety Plan review (if required)	40% of structural fee
15	Planning & Engineering Review fees could apply.	(see Planning/Eng. Fees)
16	**C. INSPECTION FEES & MISC. FEES:**	
17	Inspections required outside normal business hours (min. 2 hr. charge)	$116.24/hour
18	Reinspection Fee (after 2 same-type failed inspections)	$94.93
19	New addition of planning release fee (if planning sig. is required)	See Planning Fee Schedule

20	Inspection fee which no fee is specifically indicated	$96.92/hour
21	Administration fee	$42
22	**D. STATE OF OREGON SURCHARGE FEE:**	
23	Subject to yearly increases, currently at 12%	Current State Surcharge (___% x structural fee)
24	**II. PHASED CONSTRUCTION (all types; Residential & Commercial)**	
25	**A. PERMIT FEE:** Flat Fee (for all types); $100 for commercial codes or $50 residential codes, for each separate phase of the project.	$105 Commercial / $52.50 Residential
26	**B. PLAN REVIEW FEE;** The plan review fee shall be increased in an amount equal to 10% of the building permit fee calculated using the value of the particular phase of the project, not to exceed an additional $1,500 for each phase.	Additional 10% to standard plan review for construction type
27	**III. DEFERRED SUBMITTALS (all types; Residential & Commercial)**	
28	**A. PERMIT FEE:** The fee is for administration, processing, & reviewing deferred plans shall be an amount equal to 65% of the building permit fee calculated using the value of the particular deferred portion(s) of the project. This fee is in addition to the project plan review fee based on total project value.	65% of deferred value
29	**IV. DEMOLITION PERMIT FEES**	
30	**A. Residential;** Flat Fee	$95
31	**B. Commercial;** Based on job value	Refer to; I. Structural Permit Fee

32	**V. PLUMBING FEE**	
33	**A. 1 & 2 FAMILY DWELLINGS:**	**Fee**
34	1 bathroom (new construction)	$452.71
35	2 bathroom (new construction)	$548.00
36	3 bathroom (new construction)	$643.28
37	Bathroom (each additional; new construction)	$95.29
38	Water service; first 100 feet (new construction excluded)	$63.50
39	Sanitary & Storm water service; first 100 feet (new construction excluded)	$63.53 each
40	Add'l 100' or part thereof; water, sanitary, & storm sewer (no charge for 1st 100' of new construction)	$34.92
41	Minor installation (per fixture including additions/remodels, alterations & repairs)	$23.84
42	Irrigation/Backflow Device (first 100 feet)(if not counted as a minor install minimum permit fee applies)	Minimum Plumbing Permit Fee $63.00
43	Special equipment or DWV alteration	$63.53
44	**B. MANUFACTURED STRUCTURES & PREFABRICATED STRUCTURES:**	
45	Connection to existing drain, sewer & water (initial installation)	$63.53
46	New, sanitary and storm water connection	$63.53/each
47	New water service	$63.53
48	Add'l 30' or part thereof (water, sanitary & storm sewer)	$34.92
49	**C. PARKS; RV and MANUFACTURED DWELLING PARKS:**	
50	Base fee (includes 5 or less spaces)	$280.35
51	6-19 spaces (base fee plus cost per spaces)	$48.30/per space

52	20 or more spaces (base fee plus cost per spaces)	$26.57
53	**Water, Sanitary & Storm Sewer (per fixture)**	$22.05
54	**D. COMMERCIAL, INDUSTRIAL & DWELLINGS OTHER THAN 1 & 2 FAMILY:**	
55	3 or less fixtures	$79.80
56	Base fee (includes 4 to 10 fixtures)	$195.30
57	11 or more fixtures (base fee plus cost per fixture)	$23.84
58	Water service (first 100 feet)	$63.53
59	Building sanitary sewer (first 100 feet)	$63.53
60	Building storm sewer (first 100 feet)	$63.53
61	Add'l 100' or part thereof (water or sewer)	$34.92
62	**E. PLAN REVIEW FEE:**	
63	Plan Review Fee is 30% of Plumbing Permit Fee	30% of plumbing fee
64	Additional plan review required by changes, additions or revision to approved plans (minimum 1/2 hr.)	$95.76/hour
65	**F. INSPECTION FEES & MISC. FEES:**	
66	Inspections required outside normal business hours (min. 2 hr. charge)	$116.24/hour
67	Reinspection Fee (after 2 same-type failed inspections)	$94.93 each
68	Specially requested inspections (1 hr. min.)	$94.93/hour
69	Inspection fee which no fee is specifically indicated	$94.93/hour
70	Minimum Plumbing Permit Fee	$63.00
71	**G. STATE OF OREGON SURCHARGE FEE:**	

72	Subject to yearly increases, currently at 12%	Current State Surcharge (___% x Plumbing fee)

73	**VI. MECHANICAL PERMIT**	
74	**A. RESIDENTIAL:** Unless otherwise noted, fees apply to both gas & electric appliances, including piping.	
75	Gas Test: 1-4 outlets	$4.13
76	Gas Test; for each above 4 outlets	$1.05/ea.
77	Air Conditioning or Heat pump	$12.39
78	Bath/Laundry Fans or Misc house fans	$9.28
79	BBQ gas line	$12.39
80	Vacuum Sustem	$12.39
81	Gas dryer gas test (will require dryer vent fee)	$4.13
82	Dryer Vent	$9.28
83	Fireplace (all types)	$12.39
84	Furnace/Duct Work	$12.39
85	Heat Pump (electric)	$12.39
86	Propane Insert	$12.39
87	Range/Cook Top; gas (No permit required if electrical.)	$12.39
88	Range Hood/Vent	$9.28
89	Water Heater; gas (No mechanical permit required if electrical BUT a Plumbing permit is required for all types.)	$9.28
90	Woodstove	$12.39
91	**B. COMMERCIAL, INDUSTRIAL & DWELLINGS OTHER THAN 1 & 2 FAMILY:**	
92	$1.00 to $6,000	$96.60

93	$6,001 to $7,000	$106.26
94	$7,001 to $25,000	$106.26 for the first $7,000, plus$10.19 for each additional $1,000.00 or fraction thereof, to and including $25,000.
95	$25,001 to $50,000	$289.78 for the first $25,000, plus $7.64 for each additional $1,000.00 or fraction thereof, to and including $50,000.
96	$50,001 to $100,000	$480.88 for the first $50,000, plus $5.09 for each additional $1,000.00 or fraction thereof, to and including $100,000.
97	$100,001 and up	$735.50 for the first $100,000, plus $5.25 for each additional $1,000 or fraction thereof.
98	Phased Construction	See II. (above)
99	Deferred Submittals	See III. (above)
100	**C. PLAN REVIEW FEE:**	
101	Plan Review Fee is 65% of Mechanical Permit Fee	65% of mechanical fee
102	Additional plan review required by changes, additions or revision to approved plans (minimum 1 hr.)	$95.76/hour
103	Fire/Life/Safety Plan review (if required)	40% of structural fee
104	**D. INSPECTION FEES & MISC. FEES:**	
105	Inspections required outside normal business hours (min. 2 hr. charge)	$116.24/hour
106	Reinspection Fee (after 2 same-type-failed inspections)	$94.93 each
107	Specially requested inspections (1 hr. min.)	$94.93/hour
108	Inspection fee which no fee is specifically indicated	$94.93/hour
109	Minimum Mechanical Permit Fee	$63.53
110	**E. STATE OF OREGON SURCHARGE FEE:**	

111	Subject to yearly increases, currently at 12%	Current State Surcharge (___% x structural fee)

112	**VII. MANUFACTURED DWELLINGS**	
113	**A. RESIDENTIAL:**	
114	Installation Fee	$211.68
115	New or relocated Sewer & Storm Sewer	$63.53 each
116	New or relocated water service	$63.53
117	Connection to drain, sewer & water	$63.53
118	State of Oregon Code Development Fee	$31.50
119	Additional Permits are required for decks, garage, pole buildings, & plumbing/mechanical changes per current codes.	(see specific fees above)
120	**B. RUNNERS / CONCRETE SLAB***	
121	If the applicant is going to construct runners or a slab, the following fees shall be added to the sitting permit fee. The runners/concrete slab permit fees are based on valuation (fair labor costs & materials);	
122	$1.00 to $6,000.00	$94.50
123	$6,001 to $7,000	$103.61
124	$7,001 to $8,000	$113.56
125	$8,001 to $9,000	$123.50
126	$9,001 to $10,000	$133.44
127	$10,001 to $11,000	$143.39
128	$11,001 to $12,000	$153.33
129	$12,001 to $13,000	$163.28
130	$13,001 to $14,000	$173.22
131	* Runners or a slab are not required by Oregon law. You may site a manufactured dwelling on a pad of gravel with pier blocks, in accordance with the current Oregon Manufactured Dwelling Standards for installation.	

132	**C. MOVABLE COMMERCIAL INSTALLATION**	
133	Installation Fee	$196.35
134	Connection to water service	$63.53
135	Connection to sewer service or holding tank	$63.53 each
136	**D. PLAN REVIEW FEE:**	
137	For Runners/Concrete Slab; Plan Review Fee is 6**5%** of Runner/Slab Fee	65% x (___) runner/slab amt. only
138	Movable Commercial Installation; Flat Plan Review Fee (plans required for anchoring)	$43.05
139	Additional plan review required by changes, additions or revision to approved plans (minimum 1/2 hr.)	$95.76/hour
140	Planning & Engineering Review fees could apply.	
141	**E. INSPECTION FEES & MISC. FEES:**	
142	Inspections required outside normal business hours (min. 2 hr. charge)	$116.24/hour
143	Reinspection Fee (after 2 same-type-failed inspections)	$94.93 each
144	Specially requested inspections (1 hr. min.)	$94.93/hour
145	Inspection fee which no fee is specifically indicated	$94.93/hour
146	**F. STATE OF OREGON SURCHARGE FEE:**	
147	Subject to yearly increases, currently at 12%	Current State Surcharge (___% x Installation fees)
148	Current State Development fee	Currently $30.00

149	**VIII. SOLAR STRUCTURAL INSTALLATION FEES**	
150	**A. PERMIT FEE:** Flat fee for installations that comply with the prescriptive path described in section 3111.5.3 of the Oregon Structural Specialty Code. This includes 1 plan review & 1 inspection	$155.93
151	Per 3111.1 OSSC: All other installations shall be based on valuation of structural elements for the; Panels, including Racking, Mounting, Rails & cost of Labor (excluding electrical equipment, collector panels, & inverters). Use the above I. A Structural Fee chart above.	Use above; I. Structural Fee Chart
152	**B. PLAN REVIEW FEE:**	
153	Plan Review Fee is 65% of Structural Permit Fee	65% of solar structural fee
154	Additional plan review required by changes, additions or revision to approved plans (minimum 1/2 hr.)	$95.76/hour
155	Fire/Life/Safety Plan review (if required)	40% of solar structural fee
156	**C. INSPECTION FEES & MISC. FEES:**	
157	Inspections required outside normal business hours (min. 2 hr. charge)	$116.24/hour
158	Reinspection Fee (after 2 same-type failed inspections)	$94.93 each
159	Specially requested inspections (per hour)	$94.93/hour
160	Inspection fee which no fee is specifically indicated	$94.93/hour
161	**D. STATE OF OREGON SURCHARGE FEE:**	
162	Subject to yearly increases, currently at 12%	Current State Surcharge (___% x Installation fees)
163	**IX. FIRE SUPPRESSION SYSTEMS**	
164	**A. RESIDENTIAL PERMIT FEE:** based on square footage of the structure, below. This fee covers the cost of normal plan review & inspections.	
165	0-2000 Square Feet	$357.00
166	2001-3600 Square Feet	$385.35
167	3601-7200 Square Feet	$427.35

168	7201 and greater	$485.10
169	**B. COMMERCIAL, INDUSTRIAL & DWELLINGS OTHER THAN 1 & 2 FAMILY:**	
170	Fee shall be based on value of project.	Use above; I. Structural Fee Chart
171	**C. INSPECTION FEES & MISC. FEES:**	
172	Inspections required outside normal business hours (min. 2 hr. charge)	$116.24/hour
173	Reinspection Fee (after 2 same-type failed inspections)	$94.93 each
174	Specially requested inspections (per hour)	$94.93/hour
175	Inspection fee which no fee is specifically indicated	$94.93/hour
176	A backflow device could also be required.	Minor Installation fee; **$60.00** per fixture or minimum plumbing permit
177	**D. PLAN REVIEW FEE:**	
178	**Plan Review Fee is 65% of Structural Permit Fee**	**65% of structural fee**
179	**Additional plan review required by changes, additions or revisions to approved plans (minimum 1/2 hr.)**	$95.76/hour
180	**X. MEDICAL GAS INSTALLATIONS**	
181	**A. PERMIT FEE:** Based on value of installation cost, system equipment; inlets, outlet fixtures & appliances.	Use above structural Fee calculation (I.A)
182	**B. PLAN REVIEW FEE:**	
183	Plan Review Fee is 65% of Structural Permit Fee	65% of structural fee
184	Additional plan review required by changes, additions or revision to approved plans (minimum 1/2 hr.)	$95.76/hour
185	Fire/Life/Safety Plan review (if required)	40% of structural fee
186	**C. INSPECTION FEES & MISC. FEES:**	
187	Inspections required outside normal business hours (min. 2 hr. charge)	$116.24/hour

188	Reinspection Fee (after 2 same-type failed inspections)	$94.93 each
189	Specially requested inspections (1 hr. min.)	$94.93/hour
190	Inspection fee which no fee is specifically indicated	$94.93/hour
191	Minimum Building Permit Fee	60
192	**D. STATE OF OREGON SURCHARGE FEE:**	
193	Subject to yearly increases, currently at 12%	Current State Surcharge (___% x structural fee)

194	**XI. MISCELLANEOUS FEES**	
195	**A.** Administration Fee; outside of issuing building permits (min. 1 hr. then 1/2 hour fraction there after)	$42.00/hour
196	**B.** Records Request	Time & Materials
197	**C.** Temporary Certificate of Occupancy	$157.50 Residential / $267.50 Commercial
198	**D.** Refund Policy	Refund must be greater than $75, or no refund can be issued.
199	**E.** Minimum Fee for all types of permits, if not previously indicated.	$63.00
200	**F.** Planning & Engineering Reviews could apply.	See Planning/Engineering Fee Schedule
201	**G.** Administration Fee	$42.00
202	**H.** Plan Review/Release Fees	Non-refundable
203	**XII. GRADE & FILL PERMIT**	
204	**PLAN REVIEW FEE**	
205	50 cubic yards or less	No fee
206	51 to 100 cubic yards	$40.95
207	101 to 200,001	65% of the fill and grade permit fee
208	**PERMIT FEES**	
209	50 cubic yards or less	No fee
210	51 to 100 cubic yards	$63.00
211	101 to 1,000 cubic yards	$63.00 for the first 100 cubic yards, plus $23.67 for each additional 100 cubic yards or fraction thereof
212	1,001 to 10,000 cubic yards	$267.10 for the first 1,000 cubic yards, plus $19.37 for each additional 1000 cubic yards thereof

213	10,001 to 100,000	$450.45 for the first 10,000 cubic yards, plus $88.83 for each additional 10,000 cubic yards thereof
214	100,001 cubic yard or more	$1249.92 for the first 100,000 cubic yards, plus $48.40 for each additional 10,000 cubic yards or fraction thereof
215	**A. STATE OF OREGON SURCHARGE FEE:**	
216	Subject to yearly increases, currently at 12%	Current State Surcharge (___% x structural fee)

City of St. Helens, Oregon

Proclamation

WHEREAS, at a General Election held in the State of Oregon on November 8, 2016 in the City of St. Helens, Oregon, the candidates for office of City Mayor and Council Position Nos. 2 and 4 were submitted to the voters, and

WHEREAS, the City Council of the City of St. Helens has received the results of said elections and has found as follows:

MAYOR	**TOTAL VOTES CAST**
Rick Scholl	2,661
Randy Peterson	2,543

COUNCIL POSITION NO. 2	**TOTAL VOTES CAST**
Keith Locke	2,562
Stephen R Topaz	2,214

COUNCIL POSITION NO. 4	**TOTAL VOTES CAST**
Ginny Carlson	2,691
Garrett Lines	1,836

NOW, THEREFORE, I, Randy Peterson, Mayor of the City of St. Helens, do hereby proclaim at the General Election held November 8, 2016, the following:

1. Rick Scholl was elected to the position of Mayor.
2. Keith Locke was re-elected to the position of Council Position No. 2.
3. Ginny Carlson was re-elected to the position of Council Position No. 4.

SIGNED AND DATED this 7th day of December, 2016.

_____
Randy Peterson, Mayor

Attest: _____
Kathy Payne, City Recorder

Official Abstract of Votes Attached

CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: City Council
FROM: Jacob A. Graichen, AICP, City Planner
RE: Planning Department Fee Schedule Update – Resolution No. 1764
DATE: November 29, 2016

The Planning Department Fee Schedule was updated extensively in 2011 with increases and some revisions in 2013, 2014 and 2015.

The current revision increases most fees by approximately 1.5%, which reflects the Consumer Price Index since the last update in mid-2015. The exceptions to this are lesser fees, which were just increased by $1, deposit fees increased by 1.5% and $1,000 to better capture legal expenses and such, and expedited land divisions revised to reflect the Development Code (i.e., fix an error in the fee schedule).

If the Council concurs with these changes, please approve Resolution 1764 at the regular session.

City of St. Helens

RESOLUTION NO. 1764

A RESOLUTION OF THE ST. HELENS CITY COUNCIL TO SET PLANNING DEPARTMENT FEES

WHEREAS, Ordinance No. 3095 authorizes the City Council to establish Planning Department fees by resolution; and

WHEREAS, the City Council and staff finds it necessary from time to time to review these fees and adjust them accordingly based on the current estimated and actual costs of materials, staff time, and etcetera.

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

Section 1. The Planning Department fees set forth in the exhibit, attached, are hereby adopted.

Section 2. This Resolution supersedes Resolution No. 1699 and any previous Resolution setting forth Planning Department fees.

Section 3. This Resolution is effective January 1, 2017.

Approved and adopted by the City Council on December 7, 2016, by the following vote:

Ayes:

Nays:

_____
Randy Peterson, Mayor

ATTEST:

_____
Kathy Payne, City Recorder

PLANNING DEPARTMENT FEE SCHEDULE

Accessory Structure (detached)	$52
Amended decision (post amendment of proposed decision)	$104
Amendment	
Quasi judicial	$725
Legislative	$1,035
Deposit for special notice (covers mailing expense)	$3,070 (D)
Annexation	
Annexation application (consent to annex)	$1,035 + $52/acre
Election Deposit (to cover election costs / may not apply)	$3,070 (D)
Appeal	
Administrative decision	$250[1]
Non-administrative decision (excludes cost of transcript, see below)	$518
Expedited Land Partition or Subdivision	$300[1] (D)
Home Occupation	60% / applicable fee[2]
Transcript (for non-administrative appeal)	$500[1] (D)
Building Permit Planning Release (fee associated with building permits)	$54
Conditional Use Permit	
Minor Modification of Major CUP	$155
Minor Modification of existing use (value of project <$10,000)	$155
Minor Modification of existing use (value of project >$10,000)	$285
Major (value of project is <$250,000)	$518
Major (value of project is $250,000 to $500,000)	$673
Major (value of project $500,000 to $1,000,000)	$828
Major (value of project >$1,000,000)	$984
Development Agreement or Contract (in add. to other application fees)	$3,070 (D)
Easement Extinguishment (per ORS 221.725)	$518
Expedited Land Division	Application fees same as Partition or Subdivision[2]

Historic Resource Review	$52
Home Occupation	
Type I	$78
Type II	$155
Land Use Letter / Planning Director Signature	$12
Lot Line Adjustment	$259
Measure 49	$3,070 (D)
Notice (not as required, but requested—must be renewed annually)	$22/calendar year
Partition	
Preliminary Plat	$362
Final Plat	$52
Planned Development (fee is same as use—e.g., SUB, SDR, CUP)	n/a
Recordation fee	Same as County Clerk
Referral of administrative decision to Planning Commission	+$155 to base fee(s)
Revocation	$259
Sensitive Lands Permit	
Administrative (except Tree Removal Permit—see below)	$259
With public hearing	$518
Sign Code Adjustment	$466
Sign Permit	
Permanent [wall painted or adhered (i.e. sticks out less than 1")]	$52
Permanent (all except as above)	$104
Temporary	$27
Temporary (nonprofit organization)	$0
Permit issued after sign has begun to be constructed	X2 base fee(s)[2]
Sign Plan, Comprehensive	$155 + $27/sign
Site Development Review	
Minor Modification of Major SDR	$130
Minor Modification of existing use (value of project <$10,000)	$130
Minor Modification of existing use (value of project >$10,000)	$259

Major (value of project is <$250,000)	$311
Major (value of project is $250,000 to $500,000)	$466
Major (value of project $500,000 to $1,000,000)	$621
Major (value of project >$1,000,000)	$777
Scenic Resource	$259
Street Vacation	
Application materials (provided by staff—optional)	$32
Application fee	$725
Subdivision	
Preliminary Plat	$518 + $27/lot
Final Plat	$259 + $12/lot
Supplemental application pursuant to ORS 227.184	$3,070 (D)
Temporary Use Permit	
One year	$155
One month (within a 30 consecutive day time period)	$52
One week (within a 7 consecutive day time period)	$27
Time Extension	$104
Tree Removal Permit (sensitive lands)	$155
Unlisted Use / Parking Use	$155
Variance	$466

Document fees:	
Comprehensive Plan (excluding addendums)	$12
Development Code	$22
Zoning District or Comprehensive Plan Map	$22

Notes:
(D) = Deposit to cover staff time and materials. Any portion not used is refundable.
[1] Indicates maximum per Oregon Revised Statutes.
[2] Indicates per St. Helens Municipal Code.

RESOLUTION NO. 1765

A RESOLUTION ADOPTING THE ST. HELENS WATERFRONT FRAMEWORK PLAN

WHEREAS, the City acquired approximately 230 acres of predominately industrial land in 2015 which includes an approximate 25-acre parcel of mostly Heavy Industrial zoned waterfront property, hereinafter referred to as PROPERTY, purchased by the city in order to facilitate redevelopment;

WHEREAS, the PROPERTY is adjacent to the south side of the Riverfront District and due to existing development patterns, topography and surrounding water features, the PROPERTY is the natural extension of the Riverfront District; and

WHEREAS, the City's adopted Economic Opportunities Analysis (Ordinance No. 3101) notes a surplus of industrial lands in St. Helens; and

WHEREAS, the City adopted a Waterfront Redevelopment Overlay District Overlay District that applies to the PROPERTY (Ordinance No. 3107) and findings for that included a determination that the PROPERTY was not needed for the City's industrial land base; and

WHEREAS, the City received a US Environmental Protection Agency Area-Wide Planning Grant to draft the St. Helens Waterfront Framework Plan to facilitate waterfront redevelopment; and

WHEREAS, consultants have prepared the St. Helens Waterfront Framework Plan after extensive public involvement through three open houses, review and analysis of existing plans, policies, studies and other information, consultation with a Waterfront Advisory Committee, the City Council, Planning Commission, City staff and other agencies throughout the planning process; and

WHEREAS, the St. Helens Waterfront Framework Plan includes all approximate 230 acres of predominately industrial land acquired by the city in 2015, but particularly focusses on the PROPERTY; and

WHEREAS, the St. Helens Waterfront Framework Plan identifies a detailed list of projects that will guide the City through short term and long term redevelopment and provides criteria that the City can use as it weighs alternate development scenarios for redevelopment of the waterfront.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES that the St. Helens Waterfront Framework Plan attached hereto is adopted and shall be used as a guide for policy and to help facilitate waterfront redevelopment.

APPROVED AND ADOPTED by the City Council on December 7, 2016 by the following vote:

Ayes:

Nays:

_____
Randy Peterson, Mayor

ATTEST:

_____
Kathy Payne, City Recorder

USEPA AREA-WIDE PLANNING PROJECT

Resolution 1765

December 2016

ACKNOWLEDGMENTS

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Ashley Baggett - Public Health

SPECIAL THANKS TO:

Gainor Rikor - Big River Bistro

Bemis Printing

Columbia River Receptions and Events at Meriwether Place

Thank you to the members of the St. Helens community who set aside time to offer thoughtful input throughout this planning process. Your engagement and dedication to the redevelopment of the St. Helens waterfront has been crucial to the creation of this document and the overall success of this project. We deeply appreciate your onging commitment to guide the future of St. Helens.

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EXECUTIVE SUMMARY

St. Helens, Oregon thrived as a leading exporter in the timber industry since the time of its founding in 1850. However, the decline of the timber industry and eventual closing of most mills in the 2000s created negative ripple effects throughout the community. Downtown St. Helens has failed to fully recover and is characterized by struggling businesses, vacant storefronts and a decline in residential development. City leaders and community members recognized the need for a change on the waterfront and have been actively developing a future vision for the waterfront, planning for new public amenities as well as employment opportunities.

The U.S. Environmental Protection Agency's (EPA) Area-Wide Planning (AWP) program, is the most-recent step in this community-driven effort to reshape the St. Helens waterfront. The AWP program has benefited from the planning and visioning completed through previous programs to focus on an action-oriented plan for that will guide implementation of the waterfront redevelopment. That action-oriented plan is this Framework Plan. It is the culmination of countless hours dedicated by City staff, members of the Waterfront Advisory Committee, and the St. Helens community.

The purpose of the St. Helens Waterfront Framework Plan is to provide an understanding of the opportunities these catalytic properties present and outline the major City-led investments that are necessary to spur the next phase of development. The planning process was supported by the enduring commitment of the St. Helens community. An average of over 100 people attended each public event. This plan seeks to capture and represent their collective preferences, which helped drive the recommendations made in this report. The Framework Plan creates certainty for developers by indicating where development can occur on the site, and defining the criteria that the City will use as it considers different development options. Lastly, this plan creates a clear path forward to implementing the Framework Plan and presents a detailed outline of projects that will guide the City through the steps toward redevelopment in the short- and long-term.

The immediate next step is for the St. Helens City Council to adopt this Framework Plan. The following actions summarize the pathway forward:

1. **Attract a Developer:** Success requires a private development partner. The recommended approach for development is to market the property, release a Request for Information or Qualifications to interested developers, and work with the selected developer to produce a Master Plan. Ideally, the Master Plan will lead to a Disposition and Development Agreement (DDA) that outlines roles and investment responsibilities for the development partner and the City.

2. **Address the Zoning Code:** Once the City has determined its preferred development approach, it should ensure that the zoning code enables that approach. Options available to the City range from small changes to reflect the Framework Plan to a full re-zone of the Veneer Property.

3. **Fund Necessary Improvement Projects:** To create certainty for development, the City should create a comprehensive funding program for the property's infrastructure that includes a combination of urban renewal, state grants, and public-private partnerships.

INTRODUCTION

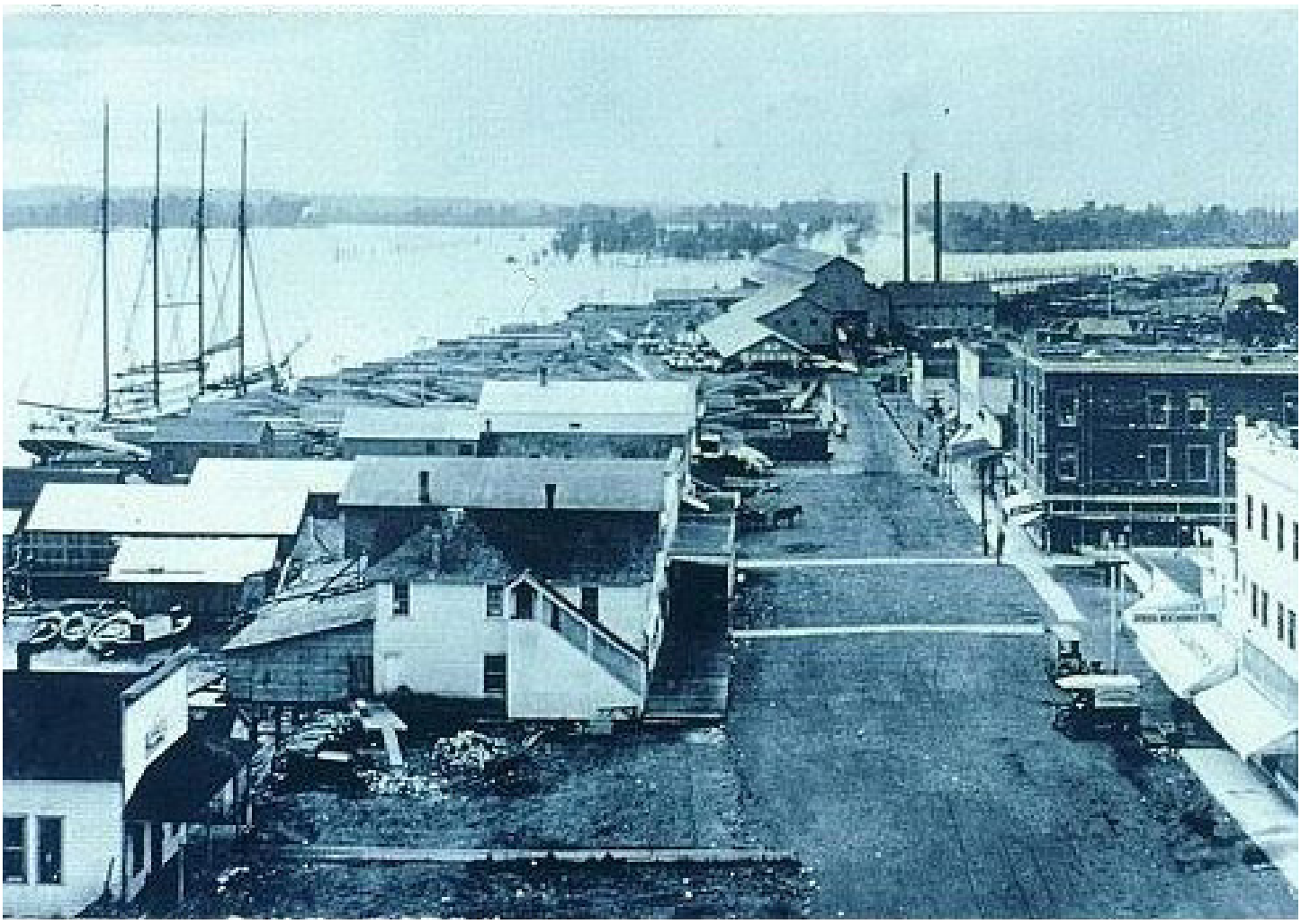
1.1 CONTEXT

The City of St. Helens (city) is located at the confluence of the Multnomah Channel and the Columbia River, where it surveys the northern tip of Sauvie Island and across the water, toward Mt. Hood and Mt. St. Helens. Perhaps this is the same view Lewis and Clark marveled at during their stay with the Chinook Indians, who occupied the area in 1804. The city was founded in 1850 and thrived as a hub for the region's booming lumber industry. The waterfront blossomed with activity as numerous mills and manufacturing plants, specializing in the production of paper and wood products, were built. The waterfront and downtown areas provided places for the many workers and their families to live, work, and play.

Industry has been at the heart of the city's waterfront and its economy up until the remaining mills closed most or all of their operations in the early 2000s. As the jobs disappeared from the heart of the city, so did many of the people, and the historic downtown has grown quieter. The city has since been dedicated to reclaiming the waterfront so that it may serve the community in new ways, paying homage to both the past and the future by creating new amenities that can attract both new employers and residents to St. Helens.

City leaders and community members recognized the need for a change on the waterfront when the Boise veneer plant finally closed after years of declining profitability. The City adopted a new overlay zone that would permit commercial and mixed-use development on the site of the former plant. The community has since been actively developing a future vision for the waterfront that includes new amenities for the community and focuses future industrial and employment development further south on the industrial land formerly occupied by the Boise White Paper mill.

The City government of St. Helens (City) has acquired approximately 225 acres of waterfront property along



Looking south down The Strand towards the former industrial uses on the Veneer Property (approx. 1910)

1.1 CONTEXT

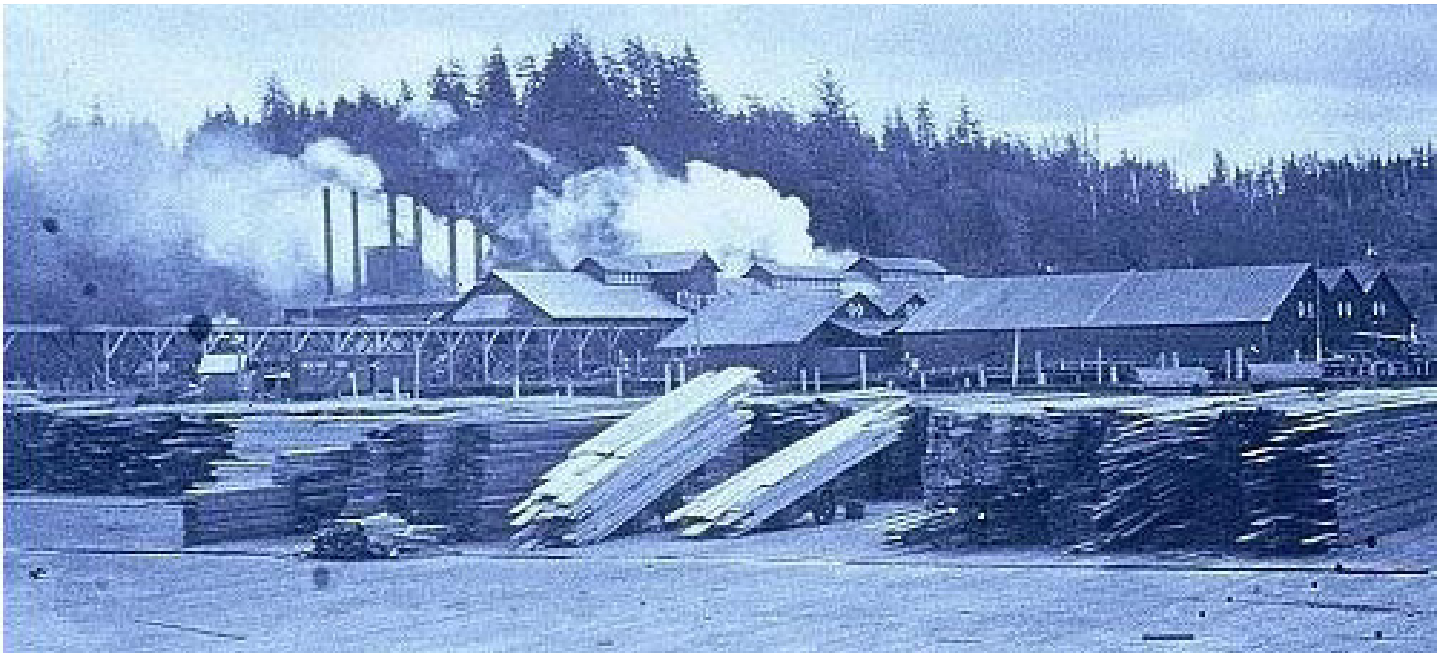
The U.S. Environmental Protection Agency (USEPA) Area-Wide Planning (AWP) program assists communities responding to local brownfield challenges, particularly where multiple brownfield properties are in close proximity; are connected by infrastructure; and limit the economic, environmental, and social prosperity of their surroundings.

the Multnomah Channel and the Columbia River. A key development opportunity is an approximate 25-acre property that is the former location of a plywood veneer plant, identified in this report as the Veneer Property. The Veneer Property's unique waterfront location, volcanic views, and proximity to downtown create a rare opportunity to bring new, mixed development to St. Helens. To the south lies a second key industrial property that was formerly the location of the Boise White Paper, LLC main mill operation, referred to in this report as the Boise White Paper (BWP) Property. It is approximately 205 acres, only 10–20 acres of which are occupied today by Cascade Tissue. This expansive industrial area is located close to US 30 and the City owns 58 percent of the land area, presenting the City with a significant opportunity to attract new employers to the area.

Three core principles guided this project:

- **Public Access.** Redevelopment should connect to city neighborhoods, reconnect the people to the waterfront, and connect the city to the greater local region. Safe and secure access to the waterfront and other green space is imperative. Redevelopment should also encourage water-related uses and preserve adequate public space while allowing for flexible private enterprise.
- **Natural and Cultural Heritage.** This project is an opportunity to return the highest public benefit to the greatest number of citizens over multiple generations. Green and sustainable development will be encouraged, and planning should anticipate a dynamic and changing future climate. Redevelopment should coexist with the Riverfront District both visually and economically.
- **Sustainable Economic Development.** Redevelopment should focus on a mix of housing, commercial, and recreational uses to create a "working waterfront." This mix of industry and amenities is optimal for creating a space to attract development and drive jobs back to the city.

This plan is organized as follows: opportunities and constraints (Section 2); a summary of public outreach (Section 3); a vision for the Veneer and BWP properties (Section 4); a discussion of the framework plan (Section 5); and an implementation strategy (Section 6).

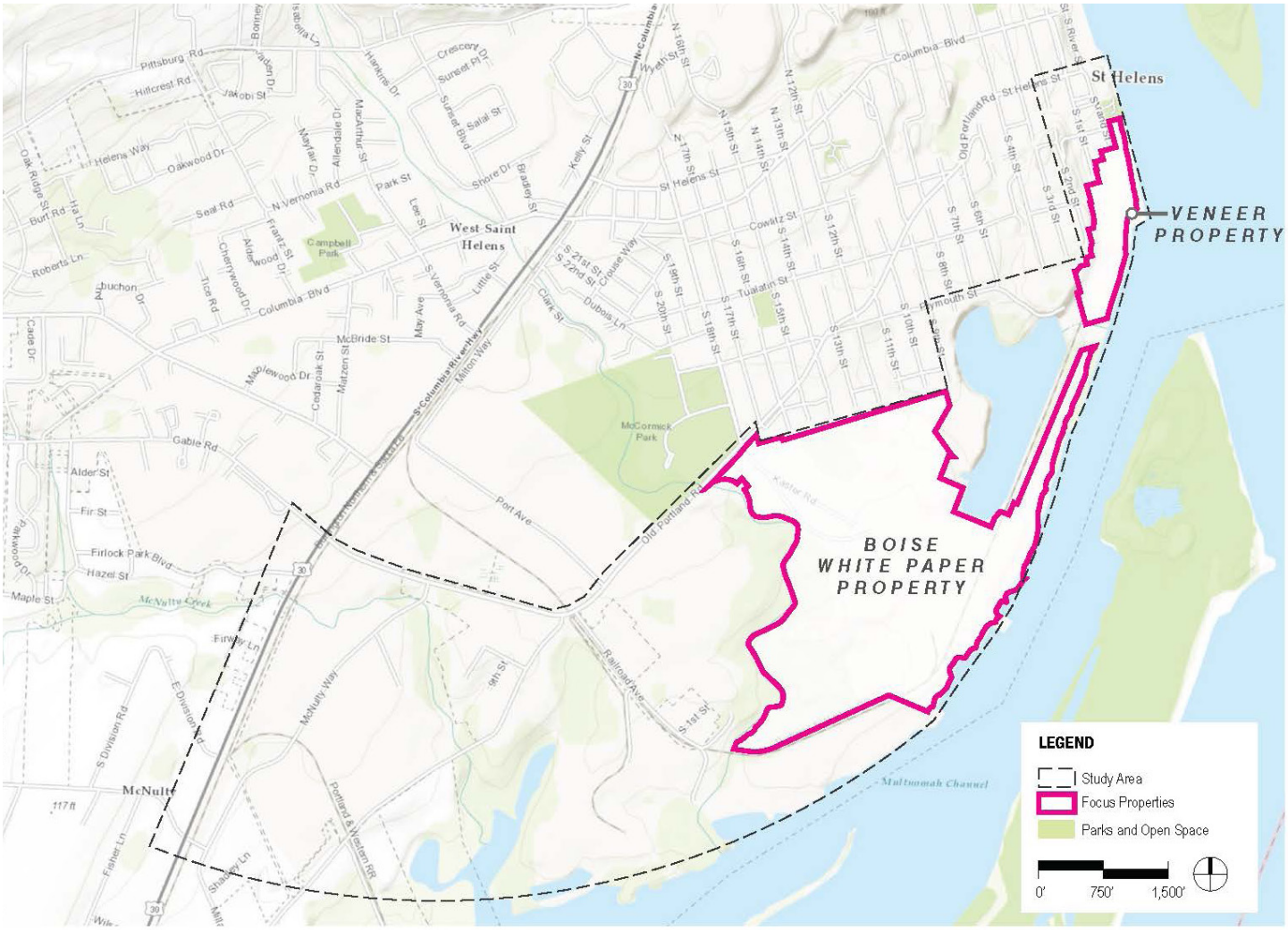


St. Helens Lumber Mill.

1.2 STUDY AREA

As shown in Figure 1-1, the study area includes a portion of the main street corridor, historic downtown, and two catalyst brownfield properties, Veneer Property and BWP Property, located on the city's waterfront adjacent to the historic downtown area. In this report, the primary focus is redevelopment of the Veneer Property. The study area provides the larger context for understanding how the local environment may help or hinder redevelopment of the Veneer Property. The BWP Property serves as a complementary catalyst property that will be able to support future industrial and employment development; it does not require the same level of planning, because its primary use is not expected to change. The Veneer Property presents an opportunity for St. Helens to build something new that is rooted in the community's identity and may grow to attract visitors, residents, and employers to the region.

FIGURE 1-1. STUDY AREA



1.2 STUDY AREA

PROPERTY HISTORY

1850 — City of St. Helens Founded

1900 — First sawmill built on the Veneer Property

1925 — St. Helens Pulp and Paper Co. (now BWP) opened

1990 — Natural resources-based economy declined

2008 — Veneer Plant closed

2009 — WROD zone adopted

2012 — Last paper machine closed on BWP Property

2013 — Veneer Plant is demolished

2015 — The City purchased the Veneer and BWP Properties

PROJECT HISTORY

In 2014, the City participated in the prestigious American Institute of Architects Sustainable Design Assessment Team (SDAT) program. The SDAT program involved intensive workshops and outreach to both the public and local experts and stakeholders, culminating in a set of preliminary guiding principles. These guiding principles led the City to further engage and educate the community regarding the existing conditions, potential contamination issues, and potential future for the two focus properties.

In 2015, an Integrated Planning Grant (IPG) from Business Oregon extended future planning that focused on advancing the work of the SDAT program and preparing the City to implement a USEPA-funded AWP project. Specifically, the IPG project convened and engaged with an advisory group of community leaders and stakeholders, who confirmed and refined the vision and guiding principles for redevelopment of the waterfront, and broadly involved the community in the planning process through an open house. In 2015, the City obtained a U.S. Environmental Protection Agency (USEPA) Area-Wide Planning (AWP) grant to explore the redevelopment potential of City-owned parcels on the St. Helens Waterfront through a framework planning process.

The images on this page are renderings created during the SDAT process. Top right is a rendering of a marina with multi-use buildings. The middle is a rendering of residential mixed-use buildings. On the bottom left is a rendering of what a boardwalk would look like. In all cases, the border of the river is kept within the public realm, but development comes close to the water's edge benefiting from the prime real estate the property has to offer.

OPPORTUNITIES & CONSTRAINTS

2.1 EXISTING CONDITIONS

The project team analyzed the existing physical, cultural, economic, and environmental contexts of the study area between October 2015 and January 2016. This analysis provided an understanding of the existing conditions, opportunities, and constraints, and served as a foundation for the AWP process to guide future planning. The full Existing Conditions report is available on the Waterfront Redevelopment Project webpage located under the Planning Department. Table 2-1 summarizes the basic site characteristics for the Veneer and BWP Properties.

TABLE 2-1. VENEER AND PROPERTY CHARACTERISTICS

SITE CHARACTERISTIC	VENEER PROPERTY	BWP PROPERTY
Size	25 acres	205 acres
Number of Parcels	1	13
Zoning	Predominantly HI, some Apartment Residential, WROD overlay	Predominantly HI, some light industrial, Willamette Greenway overlay
Ownership	City of St. Helens	City of St. Helens
Existing Structures	None	~20
Environmental Contamination	Yes, in small, contained areas.	Yes, exact extent and degree is unknown.
Environmental Risk Management	Prospective Purchaser Agreement	Environmental Indemnification Agreement

Photograph looking south from downtown St. Helens, across the Veneer Property towards the BWP Property.

2.1 EXISTING CONDITIONS

The following tables summarize the opportunities and constraints identified on the Veneer and BWP Properties. Figure 2-1 provides a graphical depiction of the Veneer Property's opportunities and constraints.

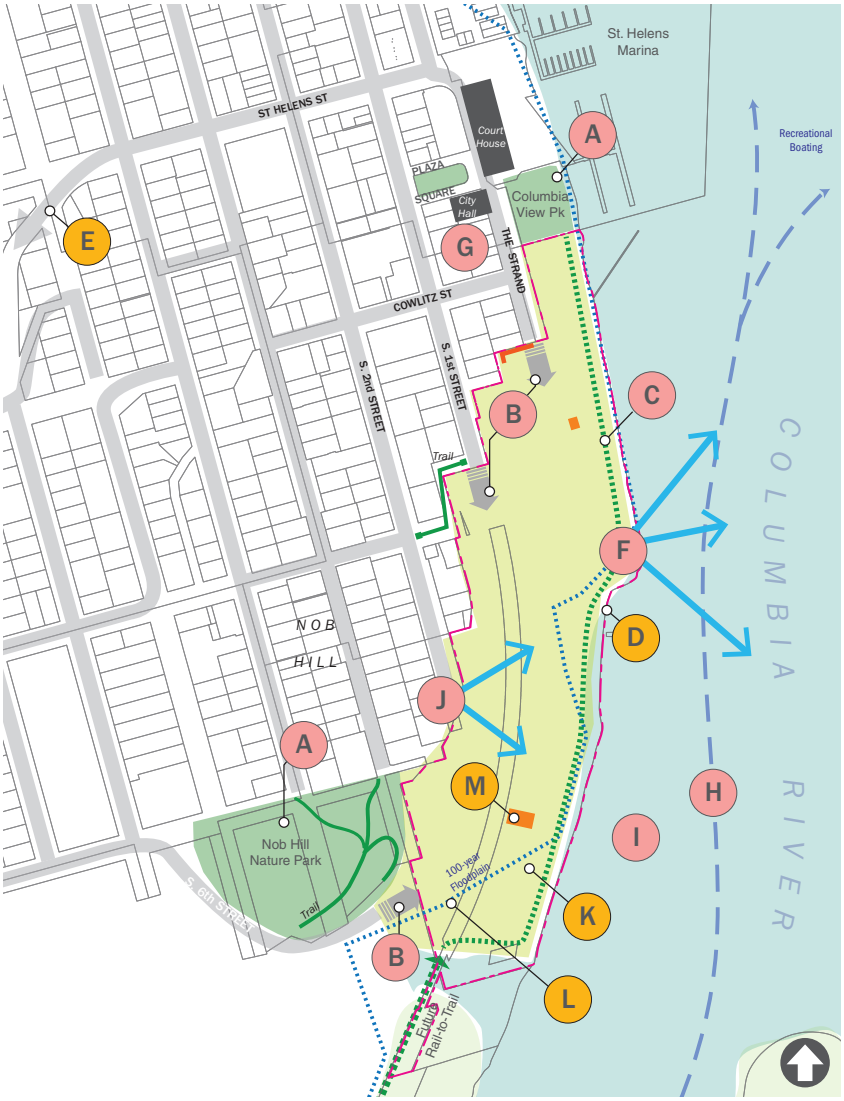
TABLE 2-2. VENEER PROPERTY OPPORTUNITIES AND CONSTRAINTS

CORE VALUE	OPPORTUNITIES	CONSTRAINTS
Public Access	• Adjacent to Columbia View Park • Existing Street Grid at Pedestrian Scale • View Corridors • Trails • Boardwalk • Public Ownership • Community Interest and Existing Events	• Distance from US 30 • Limited Connection to River
Natural and Cultural Heritage	• Riverfront Mountain Views • Community Support • Historic and Cultural Education	• Artificial Fill
Sustainable Economic Development	• Proximity to the Columbia River Downtown • Prospective Purchasers Agreement • Bluff Development • Public Ownership • Existing in-water infrastructure (e.g., pilings)	• Historic Infrastructure • 100-Year and 500-Year Floodplain • Waterfront Redevelopment Overlay District • Floodway Close to Shore • Riparian Overlay • Shallow Bedrock • Heavy Industrial Zoning • Restricted Areas • Large Amounts of Fill

TABLE 2-3. BWP PROPERTY OPPORTUNITIES AND CONSTRAINTS

CORE VALUE	OPPORTUNITIES	CONSTRAINTS
Public Access	• US 30 Connection • Planned Access Improvements • Public Ownership	• Minimal Public Access • Problematic Intersections
Natural and Cultural Heritage	• Return of Legacy Industry • Proximity to the Columbia River	• Artificial Fill
Sustainable Economic Development	• Match Jobs to Workforce • Create Live-Work Community • Environmental Indemnification • Existing In-Water Infrastructure (e.g., pilings) • No Floodway	• Historic Infrastructure • Developable Parcels Unknown • Stormwater • Shallow Bedrock • Developer Uncertainty: 100-year floodplain, 500-year floodplain, and Milton Creek and associated riparian area

FIGURE 2-1. OPPORTUNITIES AND CONSTRAINTS



PUBLIC ACCESS

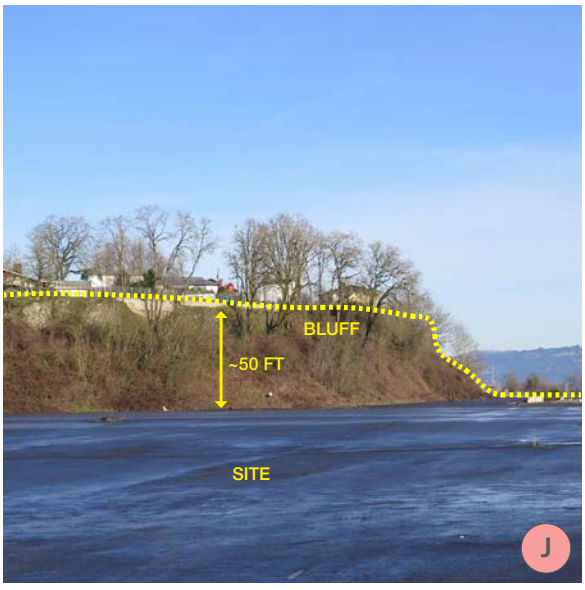
- **A** CONNECTION TO EXISTING PARKS, OPEN SPACES, AND TRAILS
- **B** DIRECT ACCESS FROM CITY STREETS
- **C** OPPORTUNITY FOR NEW PUBLIC PATH ALONG WATER'S EDGE
- **D** STEEP RIVERBANK LIMITS DIRECT WATER ACCESS
- **E** HARD TO FIND FROM HWY 30, 3.5 MILES AWAY

NATURAL & CULTURAL HERITAGE

- **F** VIEWS OF MT ST HELENS, MT ADAMS, AND MT HOOD
- **G** CONNECTION TO HISTORIC DOWNTOWN CREATES REVITALIZATION OPPORTUNITY
- **H** EXISTING WATER TRAILS CONNECT SITE TO SURROUNDING NATURAL AREAS

SUSTAINABLE ECONOMIC DEVELOPMENT

- **I** DEEP WATER (~30 FT) CREATES OPPORTUNITY FOR RECREATION AND INDUSTRY
- **J** STEEP BLUFF PROTECTS EXISTING VIEWS FROM POTENTIAL MULTI-STORY DEVELOPMENT
- **K** ARTIFICIAL FILL ON SHALLOW BEDROCK CREATES CHALLENGE FOR DEVELOPMENT AND NATURAL RESTORATION
- **L** 100-YEAR FLOODPLAIN MAY CONSTRAIN DEVELOPMENT
- **M** RESTRICTED SOILS AND POTENTIAL GROUNDWATER CONTAMINATION



2.2 DEVELOPER INTERVIEWS

In spring 2016, members of the project team met with representatives of seven different real estate development firms to discuss development possibilities and issues regarding the St. Helens Veneer Property. There was general agreement among the developers of the value and scarcity of developable waterfront land. The property's beautiful views, connections to downtown, and relatively unconstrained development potential suggest it as an excellent location for waterfront residential development. All developers agreed that the biggest challenge for this property was the ability for St. Helens to prove that it can attract residents at high-enough incomes to support new construction. This suggests that the City will need to focus its efforts on marketing the city's economic development potential to attract new jobs.

Developers also noted that there are relatively few comparable developments nearby that serve as comparable development to meet underwriting criteria. Other themes that emerged were the importance of a vibrant downtown and the opportunity for the property to provide access to river users. Developers were in agreement that the City would need to provide a multi-pronged incentive toolkit and to expect that the property will develop in phases over many years. Several developers requested to stay informed on the development opportunity as it progresses.

A full summary of these meetings is available on the Waterfront Redevelopment Project webpage located under the Planning Department.

1.3 COMPETITIVE ADVANTAGE

The Veneer Property's competitive advantages are the conditions that make it more desirable for development compared to other locations.

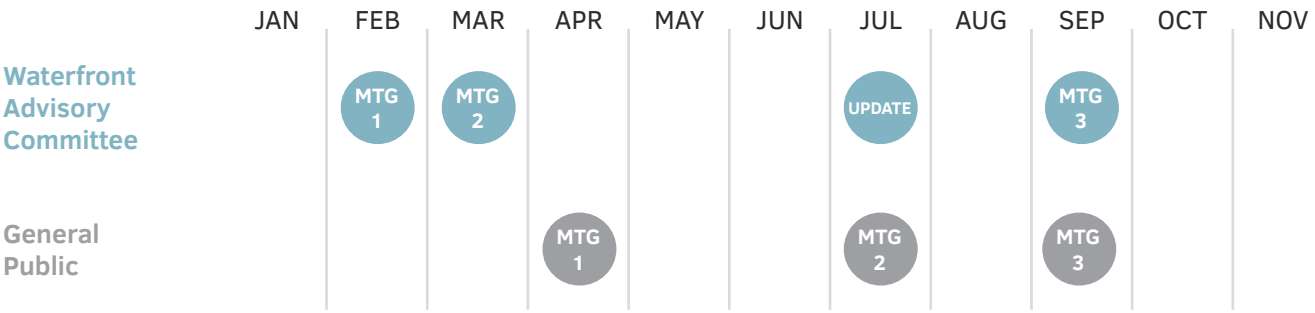
- **Waterfront location and views.** The Veneer Property has sweeping views of the river, Mt. Hood, and Mount St. Helens, and is located adjacent to the historic downtown area.
- **City commitment to project success.** The City has acquired the land and continues to take the steps necessary to make it ready for development. The City remains committed to the community's vision for the waterfront and will provide incentives to attract a development partner who can help realize the vision.
- **Low cost of living.** St. Helens offers a small-town lifestyle within a relatively short commute to Portland-area employers and a lower cost of living. As housing costs in the Portland area increase, the City expects to see new residents appreciate the quality of life in St. Helens and seek a lower-cost home.
- **Water access.** Proximity to the water in a region where there is high demand for renting, mooring, and docking watercraft presents an opportunity to draw visitors not only from US 30 but also from the Columbia River. These visitors will support a vibrant mixed-use development on the Veneer Property and in the existing downtown that provides complementary amenities, such as a restaurant, a hotel, retail, and open space.

PUBLIC INVOLVEMENT

3.1 WHAT WE DID

Well before the SDAT planning effort in 2014, the St. Helens community has been actively involved in redevelopment of the waterfront. Beginning with the IPG project in 2015, the City established a Waterfront Advisory Committee (WAC) consisting of City Councilors and representatives from the Port of St. Helens; Parks Commission; Arts Commission; Planning Commission; and Public Health Foundation of Columbia County. This same committee was convened for the AWP process, meeting four times between February and September 2016. The general public was also kept actively engaged in the process. Three public events were held between April and October 2016, each of which was attended by an average of over 100 people and included people who were becoming newly engaged in the project. Detailed meeting notes from the WAC meetings and public open houses are available on the Waterfront Redevelopment Project webpage located under the Planning Department.

FIGURE 2-1. CALENDAR OF COMMUNITY ENGAGEMENT EVENTS



Community members at the October 12, 2016 project completion celebration on the Veneer Property.

3.2 WATERFRONT ADVISORY COMMITTEE

The WAC was established to serve as an advisory panel through planning and redevelopment of the waterfront properties. This committee held three meetings, including a workshop for developing the Framework Plan, review of the framework and demonstration plan options, and review of the implementation strategy. The Committee was composed of 12 members selected to represent a diversity of stakeholder interests with long-term commitment to the community, including business, regional economic development, parks, arts and culture, and public health.

The full meeting minutes are available on the City website, listed on the Waterfront Redevelopment Project webpage located under the Planning Department.

MEETING 1: INTERACTIVE PLANNING WORKSHOP

The purpose of this meeting was to welcome the WAC to the AWP project, review the findings of the existing conditions report, and walk the committee through the interactive planning exercise. The interactive planning exercise was designed to help the committee imagine and prioritize how buildings, streets, trails, and open space could be organized on the Veneer Property. The WAC was split into two groups, each of which produced several framework plan scenarios. Several themes emerged from this interactive planning exercise, including:

- Desire for a marina located at the south end of the property
- Concerns regarding building heights and maintaining views
- Preference for a connection between 1st Street and Plymouth Street
- Overall demand for a greenway meant for the public
- Resistance to placing private development on the waterfront edge
- Support for on-water development, such as a floating restaurant or pier.

WAC members use chips to brainstorm layouts for streets, open space, and uses on the Veneer Property.

3.2 WATERFRONT ADVISORY COMMITTEE

MEETING 2: FRAMEWORK PLAN OPTIONS

The purpose of this meeting was to review the outcomes from the previous meeting's interactive planning exercise, present alternative framework plans for the Veneer Property, and discuss the economic trade-offs of the different plans, as well as the feasibility of the marina. The WAC provided specific feedback on transportation and parking, uses and services, environmental concerns, and other observations in advance of the framework plan alternatives being presented to the public.

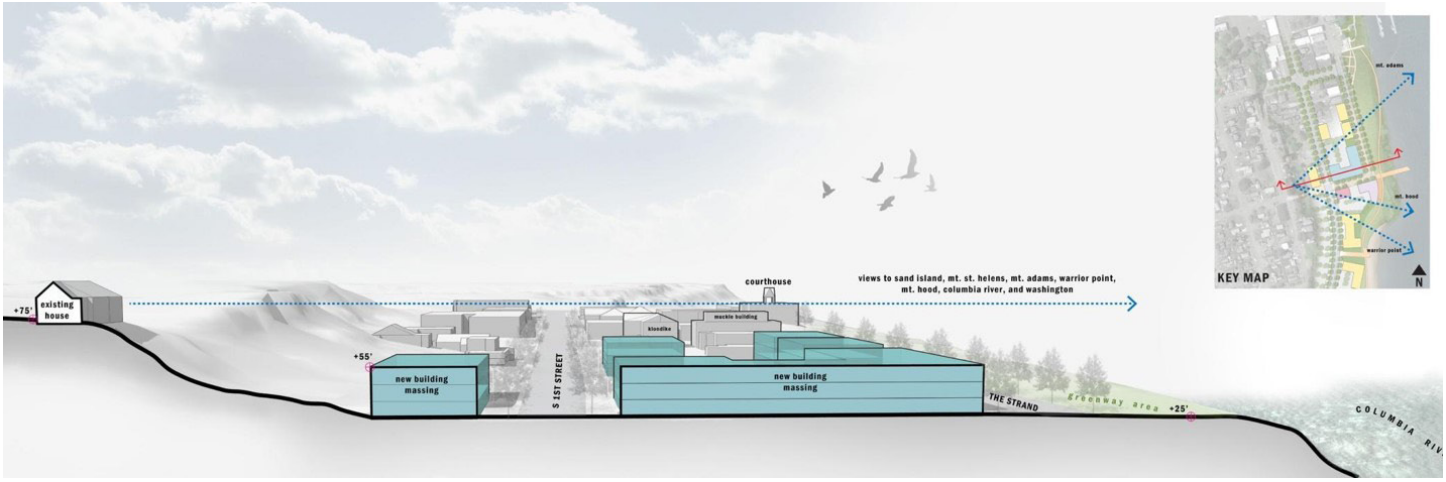
MEETING 3: IMPLEMENTATION STRATEGY

The purpose of this final meeting was to review the preferred framework and demonstration plans, and proposed implementation strategy to address any remaining concerns the committee had regarding the plans, as well as to review the project sheets, which provide an outline for how to move the Veneer Property toward and through redevelopment. Dwight Unti of Tokola Properties gave a presentation to the Committee to provide a developer's perspective on the existing opportunity that the waterfront presents, and what a developer will look for when he/she is interested in becoming involved in future development on the Veneer Property.

The Committee approved the preferred framework and demonstration plans, agreeing that the framework plan should be adopted by the City Council and that it explicitly state that the following elements be included:

- A connection between 1st Street and Plymouth through the property
- An extension of The Strand
- Pedestrian access ways through the property
- A greenway that is about 50 feet wide and a minimum of six acres
- A special waterfront-use area to allow for development fronting the water
- Development parcels that include a mix of uses

Lastly, the WAC confirmed which items are public-requirement must-haves versus preferences. This list was meant to serve as a starting point that may evolve over time, but can be included in a future Request For Information the City releases to developers.



The height of new development relative to the bluff was conveyed to the WAC utilizing the cross section above.

3.3 COMMUNITY ENGAGEMENT

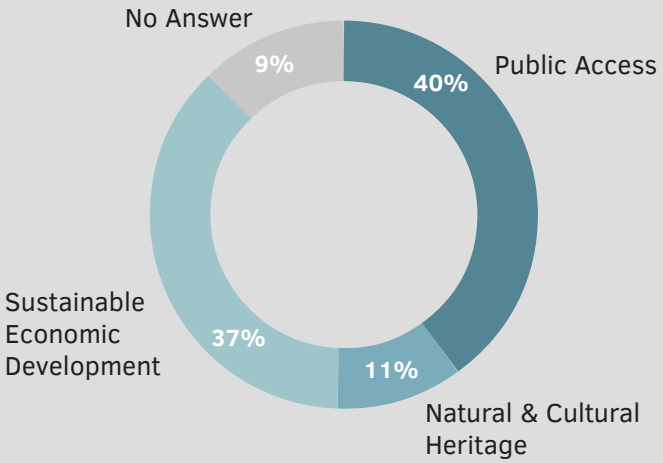
Engaging the St. Helens community was an integral part of this project. During the course of this AWP project, three public open-house events were held. Over 100 people attended each event, each time including people who had not previously been involved in the process. It was clear that the community felt passionate about how the waterfront should be redeveloped; their preferences are reflected in the final outcome. The notes from each public open house are available on the City website, listed on the Waterfront Redevelopment Project webpage located under the Planning Department.

OPEN HOUSE 1: INTRODUCTION TO THE AWP PROGRAM AND PRELIMINARY FRAMEWORK PLANS

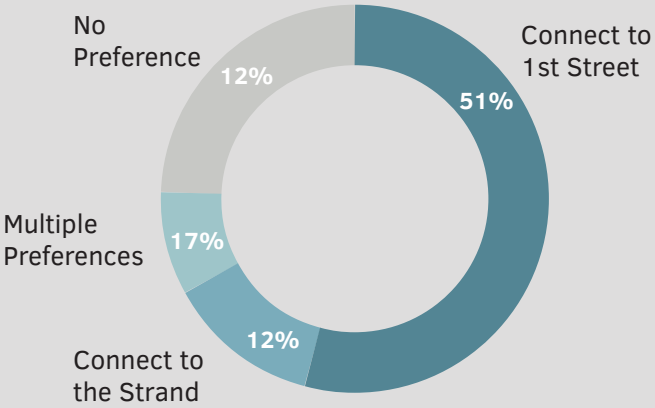
The first open house was held on April 27, 2016. The purpose of this event was to present the preliminary framework plan scenarios and receive feedback on the street layout, amount of open space, and types of uses. There were five stations through which attendees could circulate and talk to staff, including a review of the AWP process, a station for each framework plan scenario, and a station where participants could design their own framework plan scenario. Attendees were provided with fact sheets that they could reference during the open house and comment cards where they could provide feedback. A total of 75 comment cards were received.

FIGURE 2-2. COMMENT CARD FEEDBACK

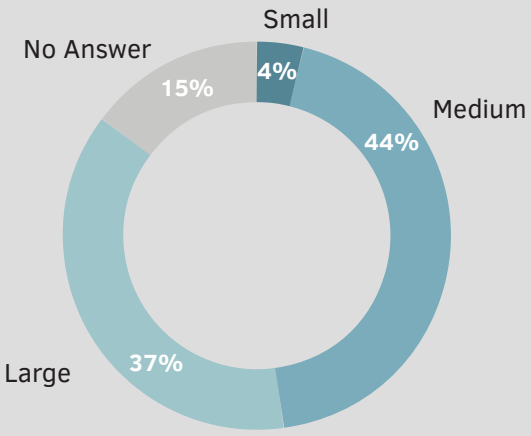
Which core value do you connect with most?



Which road alignment do you prefer?



How much open space should there be?



3.3 PUBLIC OUTREACH

OPEN HOUSE 2: PREFERRED FRAMEWORK PLAN

The second open house was held on July 6, 2016. The purpose of this event was to keep the community engaged in the redevelopment process and covered topics including the preferred framework plan, potential strategies for implementation, the festival street concept, branding, and repurposing the wastewater lagoon located between the Veneer and BWP properties. To facilitate small group conversations on these topics, staff set up six stations, including an overview of the AWP process; the preferred plan concept; implementation; streets; the public realm; and branding. There was also a station for a related but separate project on the repurposing of the wastewater lagoon located between the Veneer and BWP properties.

OPEN HOUSE 3: CELEBRATION

The final open house was held on October 12, 2016. Approximately 70 people attended the event. This event was a celebration of the effort put forward by the community, WAC, and City staff on the AWP project. Boards were set up showing the final preferred framework plan, demonstration plans, diagrams showing views of the river from the bluff given various building heights, and a rendering of future development. Additionally, information about the next steps in the redevelopment process was distributed, with an emphasis on the upcoming urban renewal planning process. Many of the attendees were excited about the work that had been done and happy that the City was actively working towards the next steps of the project.

Final public open house attendees show their support for the St. Helens Area-Wide Planning Waterfront Redevelopment Project.

A VISION FOR THE WATERFRONT

4.1 VISION STATEMENT

For centuries, people have come to the banks of the Columbia River at its confluence with the Multnomah Channel and the Lewis River. The fertile Sauvie Island was once home to thousands of Native Americans. It was here, where thickly forested slopes met a wild and wide river that the community of St. Helens began and grew. The city's riverfront was its lifeblood for decades, where timber and paper were processed and exported, where ships were built and salmon were pulled from the Columbia River. With economic and societal changes, over the years the riverfront has also changed. What was once a fully industrial, working place with very little opportunity to see or touch the river is becoming a more diverse riverfront, with greater environmental protection balanced with opportunities for new recreation, employment, and housing.

The vacant Veneer Property is the focus of this Framework Plan. With its direct connection to downtown St. Helens, it offers the potential for **a vibrant waterfront district** with amenities that can attract new residents and employers to St. Helens, as well as new residents. Both groups will enhance the community's tax base, generating further opportunities for current and future members of the St. Helens community. The St. Helens riverfront will seamlessly extend from downtown, with walkable, tree-lined streets. Along the Columbia River, where people have gathered for millennia, an expansive park with trails and recreation will once again provide the setting for the community to return to its river.

A rendering of the future St. Helens waterfront.

FRAMEWORK PLAN

5.1 WHAT IS A FRAMEWORK PLAN?

There are a number of potential future scenarios for redevelopment of the St. Helens riverfront. The Core Values stated in the Introduction play a fundamental role in establishing civic intent for the property's redevelopment. In the coming years, citizen advocates and City staff will closely observe the redevelopment process. A Framework Plan that creates both certainty and flexibility in the future with a general layout for the property. This Framework Plan is designed to establish non-negotiable plan elements described in the following sections.

This Framework Plan is a simple and general outline that will guide future, more detailed development plans, to be prepared by separate design and engineering teams as property improvements take place. The framework focuses on securing and cementing the most important public improvements that will form the basis for future public-private redevelopment: it shows general alignments for roads and public access ways, outlines areas for future development, and defines the large, contiguous area that will remain as a public park and greenway trail area along the water's edge. The Framework Plan will be adopted by the City Council and recognized in the City's development code, thereby regulating the essential improvements to the property and guiding future qualitative assessment of more detailed plans for individual properties and buildings.

A similar Framework Plan has not been prepared for the BWP Property to the south, because it is expected to continue its existing industrial operations.

The demonstration plans that follow the Framework Plan display different ways in which development under the Framework Plan could be realized in terms of building massing, development of the waterfront park and trail, and distribution of uses.

5.2 PHYSICAL FRAMEWORK

The physical design proposed for the Veneer Property is intended to provide some level of certainty to guide future City decisions, along with a more flexible approach, to the form and arrangement of development on a number of parcels.

LAND USES

A wide range of land uses is possible for the Veneer Property and is supported at a certain scale by market conditions, described earlier. For example, townhouses could be a potential use, but not in large numbers. Retail is another potential use, but recent market studies (ECONorthwest, 2015) suggest that no more than 12,000 square feet of retail can be supported, which is essentially one to two small structures. Page 24 shows images of potential development types at an appropriate scale, all of which were deemed appropriate by the WAC and the public.

VENEER: PHYSICAL LAYOUT

The plan offers a general framework for the property and outlines, with more certainty, some important plan elements. All of these elements will be further studied and refined as part of future design and engineering processes. These elements include:

- Extension of 1st Street south into the property, with a similar right-of-way (ROW) width of 80 feet.
- Connection of this 1st Street extension through the property to a future southern entrance to the property, where Plymouth Street currently terminates as also identified in the City's Transportation System Plan (2011).
- Extension of The Strand south into the property, at a ROW width of 70 feet.
- New east-west connection between the extensions of 1st Street and The Strand (known as 1st and Strand connector) with a ROW width of 70 feet. This new east-west portion of The Strand will be in direct alignment with the street grid in the Nob Hill neighborhood.
- An effective grid of streets or access ways radiating from 1st Street, providing regular gaps in development to allow public riverfront access and views. The southernmost access way should be aligned with a view of Mt. Hood from the property and from the adjacent bluffs.

FIGURE 5-1. FRAMEWORK PLAN

POTENTIAL DEVELOPMENT LAND USE TYPES

Light Industrial/Marine Commercial

Light Manufacturing/Brewery

Restaurant

Mix of Uses

Civic/Institutional

Hotel

Apartments

Retail

- Realignment and improvement of the existing stairs that currently extend from the east end of Tualatin Street down toward 1st Street and the Veneer Property.
- Formation of large new development parcels accessed from this grid of new streets and access ways.
- Dedication of a significant new greenway open space along the entire length of the property's Columbia River frontage, with a minimum width of 50 feet and an approximate or minimum size of at least six acres.
- An extension or enlargement of the existing Columbia View Park to the south, creating a contiguous park that allows for growth in programmed activities at the park and potential growth of play areas or active sports.
- A continuous trail through this greenway, from Columbia View Park to the southern end of the Veneer Property at Frogmore Slough, with potential for further extension over an existing rail trestle to the BWP Property.
- Restoration of the riverbank associated with the new greenway.
- Protection and restoration of the steep slopes and cliffs that form the property's western boundary, including portions of Nob Hill Nature Park.

DEMONSTRATION PLANS

In addition to the fundamental infrastructure improvements proposed in the Framework Plan, this document includes two illustrative plans that provide examples or "demonstrations" of how future development is envisioned by the community. These demonstration plans include the following consistent components:

- Framework Street extensions are illustrated with trees and sidewalks to provide a sense of the character of these future streets.
- West of the 1st Street extension, surface parking lots are proposed with shade trees. This parking will be available to serve future development use to the east of 1st Street, and can be replaced with buildings if market conditions change in the future.
- Generally, new development is shown as simple building envelopes that are sized to reflect current real estate market trends for residential and commercial footprints.
- Building footprints placed on the street edges (or frontage) of development parcels suggest a preferred urban design arrangement that echoes the more traditional urban form of downtown St. Helens and other Oregon towns, rather than an auto-oriented layout that sets buildings back away from the street edge.

Demonstration Plan A

This plan proposes a dramatic new urban open space on the riverfront, extending Columbia View Park south to the future street connecting The Strand and 1st Street. The scale and style of development that exists along The Strand and 1st Street continues onto the property, with small-scale buildings lining the street extensions and facing east of the Columbia River. At the 1st and Strand connector, a large development parcel on its north frontage is shown with a major institutional or civic use such as a museum, healthcare facility, or educational entity. Commercial or retail uses and a restaurant are suggested on the south side of the 1st and Strand connector, providing a level of urban activity and energy that can form the heart of the new neighborhood. The 1st and Strand connector terminates in a public plaza with a pier extending over the Columbia River. A trail along the riverbank intersects with this plaza and continues south, intersecting with public access ways at two locations with small plazas and overlooks the river's edge. At the south end of the property in this Demonstration Plan, a small marina is proposed with a brewery or restaurant on the upland property, including outdoor seating. On the east side of 1st Street, new uses are shown arranged to maximize view frontage to the river while providing additional surface parking to complement on-street parking and the surface lots west of 1st St.

Demonstration Plan B

This plan illustrates a slightly different configuration of uses on the property. New buildings line the extensions of 1st and The Strand. The 1st and Strand connector will still be an active core for the neighborhood, perhaps with more retail or commercial uses. In this plan, a new restaurant is shown on the east side of The Strand, providing a dramatic site surrounded by public access, including the extended greenway trail. In place of a pier, a large overlook plaza is shown at the end of The Strand. An option is shown for a Waterfront Special Use Area (see Figure 5.1) that proposes additional development east of the Strand, recognizing that these parcels will hold much potential appeal for certain destination uses, including a brewery, restaurant, café, or other commercial use. This type of use could also help create activity on

FIGURE 5-2. DEMONSTRATION PLAN A

FIGURE 5-3. DEMONSTRATION PLAN B

the waterfront, a place to relax and enjoy the views, and could help to keep "eyes" on the expanded Columbia View Park, making it safer for the community. This Waterfront Special Use Area should include additional development regulations to ensure that future buildings provide ample public access as well as building and site design that are sensitive to such a visible location. The plan also shows a potential mix of uses between 1st Street and the greenway park, but in this demonstration, the buildings provide more frontage on 1st Street, with semi-public courtyards facing the river and effectively enlarging the size of the waterfront open space. At the property's south end, a Marina is also demonstrated, along with a destination use such as a hotel or restaurant.

STREET DESIGN

The two new street cross-sections in the Veneer Property are designed to create a pedestrian-friendly district, maximize safety, increase availability of parking for events, and facilitate public enjoyment of the waterfront and property as a whole. The extension of 1st Street will maintain its designation as a Collector (per the City's 2011 Transportation Systems Plan), and the extension of The Strand is proposed as a new "festival street," with special paving and booth space that can be closed to vehicles during events.

All new streets should reflect Complete Street design principles: walkable, bikeable, and green.

Green parking lots with trees and stormwater planters.

Low-impact stormwater treatment along pedestrian accessway.

Pedestrian accessway.

5.2 PHYSICAL FRAMEWORK

1st Street

The extension of the 1st Street collector is shown with a modified ROW width of 80 feet to allow for on-street parking and buffered bike lanes to maximize cyclist safety. On the west side of the street, continuous planter strips with street trees and stormwater treatment swales will create a green edge between the street and the surface parking lots proposed at the base of the bluff. On the east side, adjacent to future development, street trees can be planted in tree wells or with tree grates to create a more urban pedestrian environment and wider, effective sidewalk width.

FIGURE 5-4. 1ST STREET CROSS SECTION

5.2 PHYSICAL FRAMEWORK

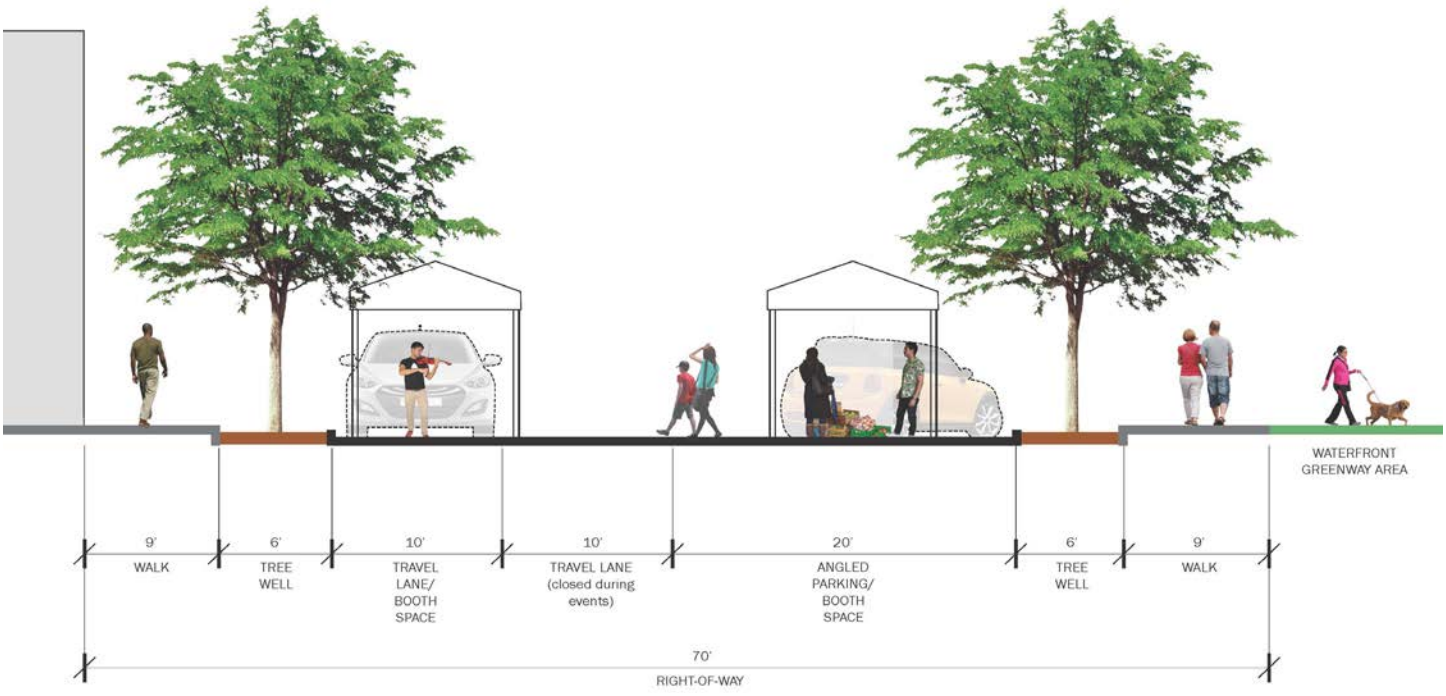
The Strand Festival Street

The Strand festival street cross-section shows a ROW width of 70 feet—20 feet wider than its Local Street designation—to allow for additional event space and amenities. The festival street includes two travel lanes and on-street parking on either side of the street: parallel parking on the west side and angled parking on the east side facing the new greenway and river view. This was designed based on community desire for space to park on rainy days and watch the river go by. These on-street parking spaces would also double as booth space for events such as markets, fairs, art walks, or other programming, as shown in Figure 5-5.

Above: A "festival street" extension of The Strand could be closed to vehicular traffic for special events or markets.

Left: Angled parking on the riverward side of The Strand festival street could provide a place to view the water on rainy days.

FIGURE 5-5. THE STRAND CROSS SECTION



5.2 PHYSICAL FRAMEWORK

GREENWAY DESIGN ELEMENTS

The new public waterfront greenway on the Veneer Property will provide at least six acres of continuous open space along the river's edge, emphasizing public access to the river as the highest priority for the property. The greenway area will provide opportunity for a range of different active and passive recreational space. This could include gardens, lawns, natural play structures, designated areas for dogs, and other amenities. Access to the water's edge will also be incorporated in the greenway design, whether through creation of a beach (if desired and feasible) or through smaller areas accessed by trails down from the top of the bank. Specific designs for the area will be determined with public input when the City implements the greenway project.

A new waterfront trail will be a central element to the new greenway area. It will connect to Columbia View Park at the north and lead to the southern end of the Veneer Property, where a future connection over the existing rail trestle can be made further south, onto the BWP Property and beyond. The trail and its offshoots may vary in width and material, and will be punctuated by areas for amenities like seating, viewpoints, and overlooks at each east-west connection back to 1st Street. These connections or public access ways will be required as part of future development, and will be pedestrian streets with access for service and emergency vehicles only.

Along with human use of the waterfront, habitat for fish and wildlife will also be integral to complete improvements to the Veneer Property. Currently, passers-by can observe osprey nests at the south of the Veneer Property's waterfront. The water's edge should remain a viable habitat area for osprey and other wildlife. This can be accomplished through appropriate restoration of the riverbank to a native vegetation structure and by restoring shoreline habitat—for example, upland portions of the bank can be planted to improve the water quality of runoff, and the water's edge can be restructured to provide shaded, cool-water refuge for aquatic wildlife.

A rendering of a future greenway space along the Veneer Property waterfront.

5.2 PHYSICAL FRAMEWORK

MARINA

A number of boating-related uses have been suggested for the southern end of the Veneer Property to complement and energize proposed development. This location is relatively protected from prevailing northwest and eastern winds, and is not subject to currents from the main channel of the Columbia River, or the Willamette's Multnomah Channel. Although the site is not particularly suited to marine-related industrial uses, it could be developed to provide an amenity for residents of the new waterfront community, a better-protected, permanent moorage for other local residents, as well as new entertainment and service amenities for cruising boaters from other areas of the Portland marketplace.

The St. Helens regional boat moorage market seems to have nearly recovered from its pre-recession slump, with some slow growth occurring in mid-size (>30') and larger boats (>40'). Most of the moorage available in this stretch of the Columbia River and Multnomah Channel is old and tired. Newer facilities, such as McCuddy's Big Oak Marina (12 miles south of St. Helens), are generally exhibiting a higher demand than the older facilities. Initial plans for the marina could focus on accommodating and attracting these larger vessels as permanent tenants, because there seems to be some unfulfilled demand for larger slips in the Portland regional market that are attractive to boaters with large investments in this lifestyle.

A new moorage facility in this location could generate strong synergy with upland source of entertainment (such as a brewery or restaurant). The combination could become a second focus for community activities, an attractive feature for marketing the new residential neighborhood and a drawing card for visitors arriving on land as well as water. The upland facility could be designed to include restrooms and showers for visiting boaters. It could also include a small supply shop and convenience market, a marine maintenance and detailing service, or other service-based businesses that would benefit from being on the water.

The next steps for implementing a marina on the Veneer Property are discussed on Project Sheet C7 in Appendix A.

The marina at Scappoose Bay.

5.2 PHYSICAL FRAMEWORK

BOISE WHITE PAPER: DEVELOPABLE PARCELS

Maintaining industrially zoned land is an important part of the city's and the region's economic development strategy. Since the City owns the BWP Property and several other parcels in the northwest portion of the study area, it is important to understand the opportunities that exist to market this land to potential employers. This preliminary analysis provides an overview of where there is concentrated potential for industrial redevelopment in this area. The analysis looks at all of the industrial parcels that are vacant or underutilized, and that are in or adjacent to the study area. For this analysis, "underutilized" means that the ratio of improvement to land value is 50% or less. The analysis grades how developable the parcels are based on the factors described in Table 5-1. A higher score means there are fewer barriers to developing the parcel. This includes approximately 560 acres of industrial land, and a total of 65 parcels.

TABLE 5-1. BWP PROPERTY DEVELOPABLE PARCELS CRITERIA AND SCORING

FACTOR	GRADING	SCORES
Site Characteristics		
Acreage	Based on size of parcel; based on market demand for larger industrial parcels	2: 21+ acres 1: 6–20 acres 0: 0–5 acres
Ownership	Based on whether or not the parcel was already owned by the City	1: City-Owned 0: Other Owner
Vacant	Based on whether or not the parcel is currently vacant	1: Vacant 0: Not Vacant
Underutilized	Based on whether or not the parcel is currently underutilized	1: Underutilized 0: Not Underutilized
Transportation		
Proximity to US 30	Based on the parcel's distance from US 30	2: < ¼ mi 1: ¼ – 1 mi 0: >1 mi
Utilities		
Water	Based on parcel's proximity to existing water utilities	2: 0–250 ft 1: 251–1000 ft 0: 1000+ ft
Sewer	Based on parcel's proximity to existing sewer utilities	
Stormwater	Based on parcel's proximity to existing stormwater utilities	
Environmental		
Wetland	Based on whether or not the parcel was in a wetland area	1: No 0: Yes
Floodplain	Based on whether or not the parcel was in the FEMA 100-year floodplain	
Critical Habitat Area	Based on whether or not the parcel was in a critical habitat area	
Contamination	Based on whether or not there is suspected or known contamination on the property	

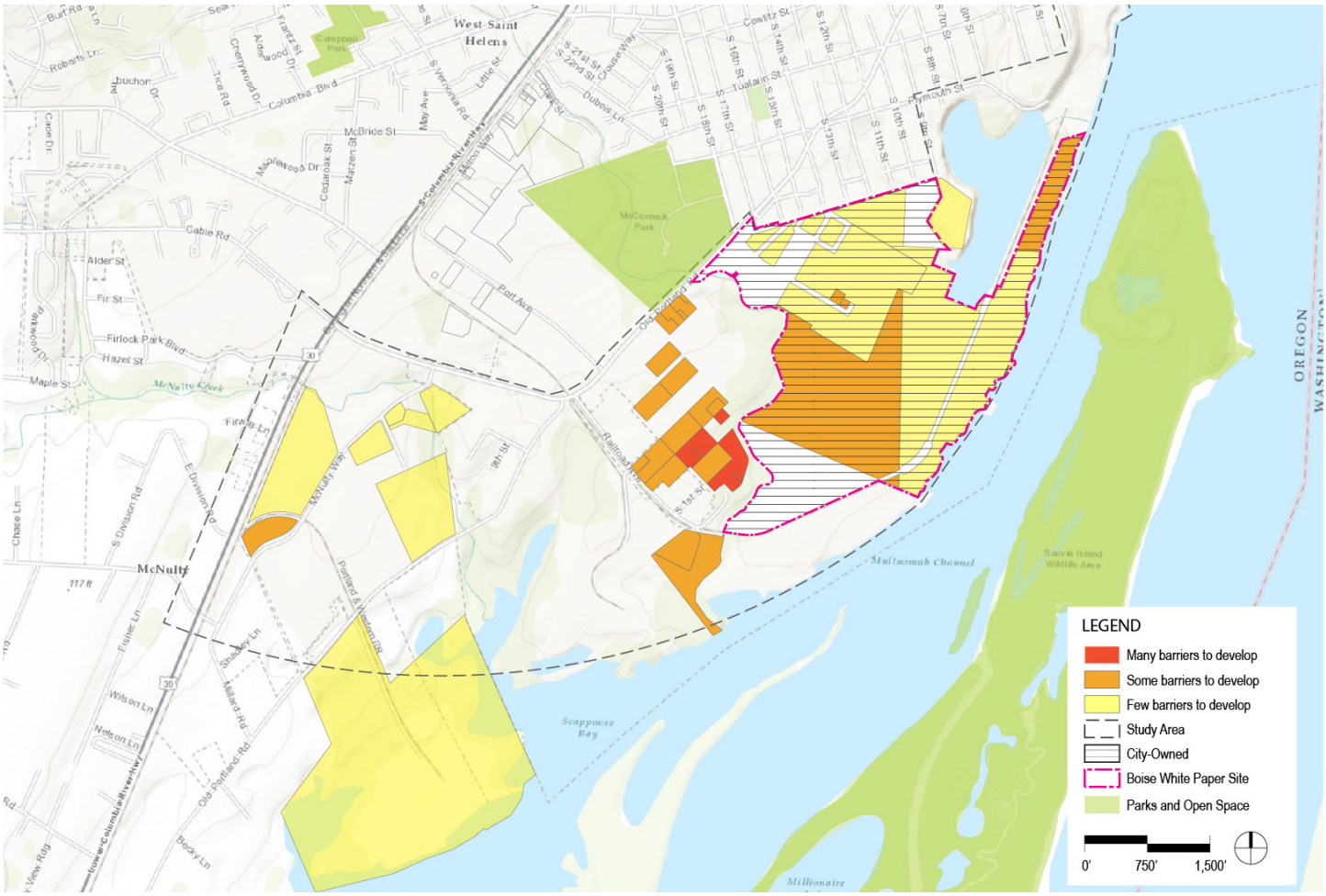
5.2 PHYSICAL FRAMEWORK

The historic industrial use of this property, its separation from downtown, and its proximity to OR US 30 make the BWP property suited to accommodate future industrial development. The parcels within the BWP property were evaluated to determine how developable they are. The analysis included an assessment of the parcel conditions, proximity to US 30, access to utilities, and environmental constraints (the full score table is available in Appendix B).

Figure 5-6 shows the scoring of the parcels. The primary findings from this analysis are:

- **Of the 13 City-owned parcels, 8 have few barriers to development.** This means that the City will need to use these findings to address the remaining barriers and make these properties more marketable. This might include aggregating properties that are too small for the industrial market, updating the riparian designation in the St. Helens Municipal Code (SHMC), and improving transportation connectivity to parcels farther from US 30.
- **The average size of City-owned parcels is 21.4 acres.** Most of the City-owned parcels are large and would be attractive to future industrial employers. The smaller parcels the City owns are in close proximity and could be aggregated into a larger property that would be more attractive for redevelopment.
- **Many of the BWP Property parcels have known or suspected contamination.** The unknown degree of contamination is a deterrent for future development. It is important to communicate to potential developers the protections provided under the environmental indemnification in effect on the BWP Property parcels.

FIGURE 5-6. BOISE WHITE PAPER DEVELOPABLE PARCEL ANALYSIS



5.2 PHYSICAL FRAMEWORK

- **Many of the BWP Property parcels are in a wetland, riparian, and/or critical habitat area.** These designations will require a future developer to go through a sensitive lands analysis and may act as a disincentive. It would be beneficial for the City to re-evaluate these designations on properties that have had a long history of industrial use and no longer support these sensitive environmental conditions.
- **There are many developable parcels closer to US 30.** As shown in Figure 5-6, there are many developable parcels that are closer to US 30 than the City-owned parcels. To counteract this, the City will need to address any transportation issues that inhibit traffic flow through to its parcels and support these improvements with way-finding infrastructure. A marketing strategy should be developed to make the parcels more attractive to developers. City ownership can be an asset in that the City can offer incentives, such as an expedited permitting process for redevelopment of these parcels.

Further review may be required to determine if parcels are lots of record.

5.3 STUDY AREA

The study area was evaluated to determine what off-site improvements are needed to facilitate redevelopment of the waterfront. It is likely that the Veneer Property will be developed in phases, starting at the north end to create synergy between the new development and the existing downtown. To support development, the City can do the following:

- **Put out a Request for Information or Qualifications (RFI or RFQ) to prospective developers rather than a Request for Proposal (RFP).** Since the layout and type of development on the Veneer Property will remain flexible under the adopted Framework Plan, it makes more sense to put out an RFI or RFQ, which will allow the developer to create a vision for the property with the City and the community.
- **Compile a one-page sheet describing key existing conditions in the community.** This could include demographics, school enrollment, median household income, vacancy rates, etc., which will give potential developers a sense of the community context.
- **Consider the range of financial tools the City can leverage.** Some tools include an urban renewal district, a vertical-housing tax abatement zone, and a development permit fee-relief policy.
- **Show dedication to revitalization.** This plan includes a list of projects to support redevelopment. The City should complete pre-development projects (e.g., activating the downtown business association, the St. Helens Economic Development Corporation or SHEDCO) to show that the City and the community are dedicated to redevelopment.
- **Support residential development downtown.** Currently the downtown area has very little residential development, which minimizes the demand for retail and other amenities, especially after 5pm. Adding residential development means creating 24-hour demand in the downtown area, which will support the existing businesses and encourage more employers to relocate to downtown.
- **Prioritize employment in the appropriate areas.** Having a major employer in the area would create another reason for people to live downtown. However, this type of development is better suited to the BWP Property and surrounding vacant and underutilized properties. The Veneer Property is a unique community asset, and should be reserved as a public asset and a space for vibrant redevelopment.
- **Expand art and cultural activities in downtown.** This will help create a sense of place and demonstrate community pride.

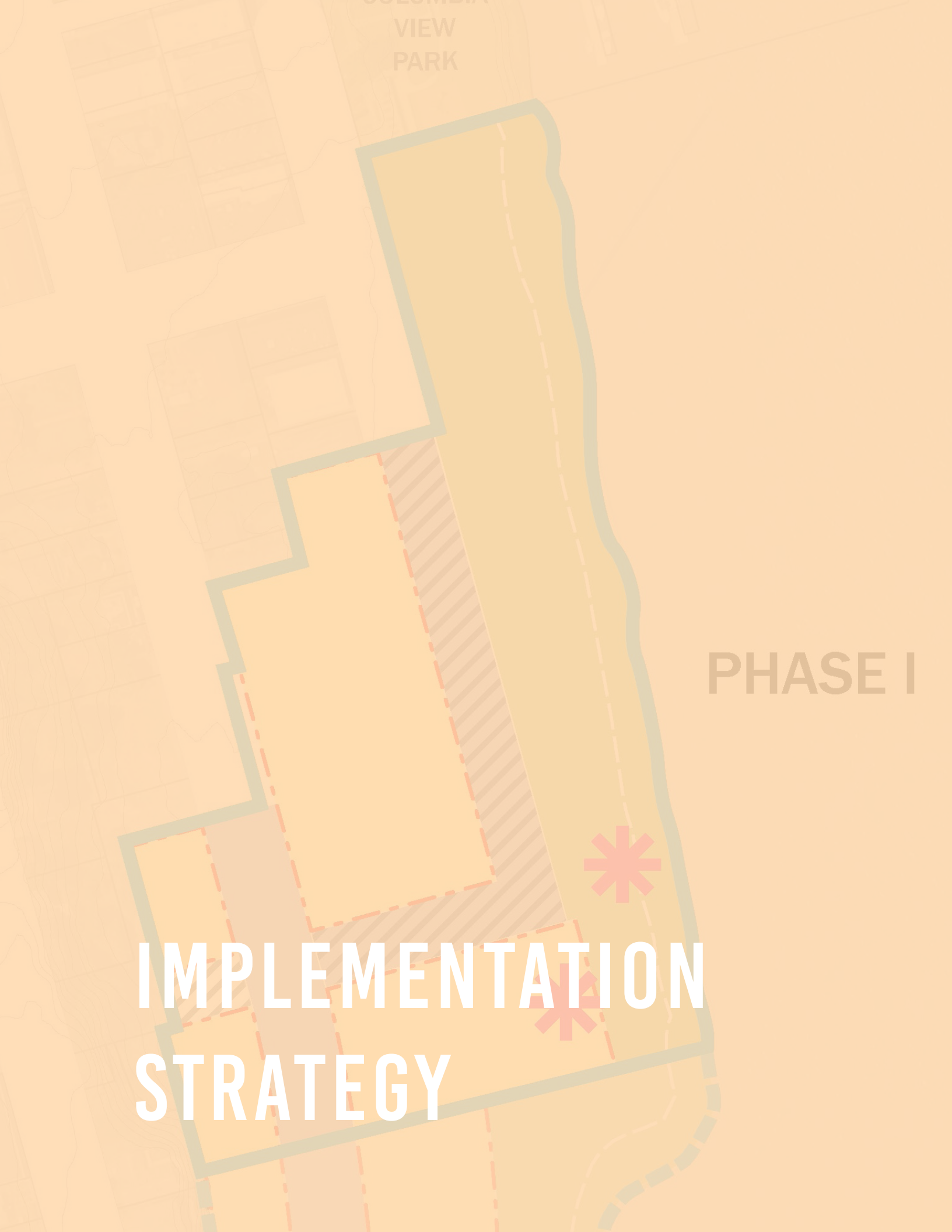
5.4 TRANSPORTATION CONNECTIONS

In order for development to occur, it is imperative to improve transportation connections to and through the Veneer Property and the downtown area for pedestrians, bicyclists, and automobiles. These physical improvements need to be coupled with a way-finding strategy so that people know to turn off the highway or pull up their boats to get to this area. The following projects are discussed in more detail on their individual project sheets in Appendix A, but are important transportation elements in the larger context of the study area (see Figure 5-7 below).

- **Old Portland Road/Gable Road.** A realignment of this intersection and installation of a traffic signal to encourage motorists to use McNulty Way rather than Old Portland Road to travel between US 30 and the St. Helens downtown and waterfront redevelopment area.
- **Old Portland Road/Plymouth Street.** A realignment of Old Portland Road, Plymouth Street, or installation of a three-, four-, or five-leg roundabout in order to better accommodate large delivery vehicles that frequently travel through this area and to provide better visibility.
- **Old Portland Road/Millard Road.** Increase the turning radius in the northeast corner of the intersection to accommodate the swept path of large vehicles turning from Old Portland Road onto Millard Road.
- **Plymouth Improvements.** The segment of Plymouth Street, located between S. 6th Street and the Veneer Property, is relatively narrow due to embankments on the north and south sides of the roadway, as well as the waste-water treatment area and associated facilities on the south side of the roadway. Increased pedestrian activity and bicycle activity are anticipated along the roadway corridor as the Veneer Property redevelops and connectivity to the downtown area is improved. Improvements could include a shoulder, a bicycle lane, a sidewalk, and landscaping.

Note that the new traffic signal and intersection improvements listed above are not currently listed in the City's 2011 Transportation Systems Plan or any addendum thereof.

FIGURE 5-7. TRANSPORTATION CONNECTION OPTIONS



IMPLEMENTATION STRATEGY

INTRODUCTION

The Framework Plan's vision for an active and attractive mixed-use development along the waterfront cannot be achieved without the commitment of the City and private partners. The City must invest in the waterfront park, roads, and other infrastructure to provide the foundation for a great community. Private developers will invest in high-quality vertical development: the housing units, retail space, and other development that create a vibrant destination. This implementation strategy details how to move from the framework vision to reality, pay for infrastructure, and coordinate the efforts of many partners.

This implementation framework focuses on the Veneer Property but includes all of the larger programmatic and off-site improvements necessary to support waterfront redevelopment. It increases certainty for potential private-sector partners and developers by demonstrating that the City is committed to smart implementation, has carefully considered funding and phasing for infrastructure and development on the property, and has done what it can to set the table for a successful partnership.

The City does not have the resources to develop the Veneer Property on its own and will need partners that can participate in vertical development and make investments that help to promote the area as a whole. The City's goal is to leverage limited city resources to generate the largest positive impact for the community. Table 6-1 shows the roles for different partners in advancing the implementation of the framework plan.

The Role of Public-Private Partnerships on the Veneer Property

A public-private partnership on the Veneer Property will allow the City to best support development on the property over time, through phased investments in infrastructure and open space that are coordinated with private development. The public sector will have the greatest leverage near the beginning of a market cycle (not at the peak, as it appears to be at the time of this Action Planning process), when construction costs are lowest and when developers are seeking new projects.

These partners will work together in three main near-term actions: (1) Attract a Developer; (2) Clarify Development Regulations; (3) Develop a Funding Plan. The remainder of this section provides detail on these actions; project sheets in Appendix A provide more detail about these actions, as well as the specific infrastructure improvements that are needed on and off-site to support development.

TABLE 6-1. PARTNERS

PARTNER	ROLE
LEADS	
City of St. Helens	Coordinate all implementation actions; lead efforts to improve the waterfront and public sites; provide funding for infrastructure to support new private development; initiate and lead interactions with private developer(s).
Developer Partner	Bring private capital to invest in new waterfront development that aligns with the City's vision; create a development master plan that refines the ideas for private development contained in this Framework Plan.
PARTNERS	
SHEDCO and Downtown Businesses	Implement the Main Street Program to promote the Riverfront District through business outreach and pursuit of grants. Attract and retain businesses in St. Helens.
Community Members	Provide input on connections to the property through the Nob Hill Neighborhood. Consider creation of a "Friends of the Waterfront" composed of local neighbors, businesses, and other champions for the waterfront.

6.1 ACTION 1: ATTRACT A DEVELOPER

Action Summary

The recommended approach for development is to market the property, release a Request for Information or Qualifications to interested developers, and to work with a selected developer to produce a Master Plan that leads to a Disposition and Development Agreement (DDA) that outlines roles and investment responsibilities for the development partner and the City.

See Appendix C for Alternative Development Approaches.

The size and scale of the property is such that any development approach will take several, and perhaps many years to fully implement and will require continued City management. Economic cycles will also affect the pace of development and the land-disposition process, the availability of tax revenues from new site development, and the risks associated with any City investment obligations. It will be critical that the City find a trusted, capable development partner and enter into a legally binding DDA to move this project forward.

RECOMMENDED APPROACH: DISPOSITION AND DEVELOPMENT AGREEMENT

Given the potential risks and considerable public expense of infrastructure to support developable parcels, we recommend that the City pursue a DDA as it moves forward with development. A DDA is a legally binding agreement that ties a developer to performance requirements (which may include requirements for investments in infrastructure, development timelines, or other requirements) in exchange for the City agreeing to fund and otherwise support redevelopment.

DDAs are typically organized around a detailed property Master Plan that outlines building-level details and engineering specifications for roads and other infrastructure. The City would work with a developer to create a master plan for the initial phase(s) of development on the property, and would time investment in public infrastructure so that it supports and leverages private investment in buildings to ensure efficient and effective property development that aligns with the Framework Plan goals. This entails entering into a DDA with a developer to create a Master Plan for the property that will address phasing, specifics of "special-use areas," use mix, etc., as well as identifying who will pay for which pieces of infrastructure with which tools. Steps include:

STEP 1: PROPERTY MARKETING

The City should initiate a set of informal property-marketing actions, including setting up a development opportunity website, developing materials that clearly communicate the opportunity available on the Veneer Property, drafting press releases on the planning work to-date, and hosting informal tours with developers.

STEP 2: DEVELOP A SOLICITATION THAT OUTLINES KEY PUBLIC OBJECTIVES FOR THE PROPERTY

The City has considerable, but not complete, influence over the eventual development form for private development on the property, and needs to be clear in its requirements and communications with development

TABLE 6-2. PUBLIC-SECTOR DEVELOPMENT OBJECTIVES

CORE VALUE	DEVELOPMENT OBJECTIVES	
	Public-Sector "Must-Haves"	Public-Sector "Preferences"
Public Access	• Active open space along the waterfront for pedestrians and bikes	• Active access to water (i.e., marina, boat launch, beach)
Natural and Cultural Heritage	• Improved natural function of the shoreline • Multi-modal connectivity (to street grid and transportation network)	• Limited impact on view sheds
Sustainable Economic Development	• Redevelopment supports existing businesses	• Mix of residential with some retail; possible residential-compatible employment uses

6.1 ACTION 1: ATTRACT A DEVELOPER

partners about what it must have and what it desires as a result of public participation in funding infrastructure and development on the property. Through the framework plan process, the City developed a set of key objectives that stemmed from outreach with residents, as shown in Table 6-2. The City will want to refer to these objectives as it considers its approach to attracting developer(s) to the property.

STEP 3: DISPOSITION AND DEVELOPMENT AGREEMENT

Public-private partnerships work best when the public partner is clear about its investment goals. The City has developed an initial set of expectations that it will consider as it evaluates potential private development proposals, shown in Table 6-2. These criteria respond to the overall guiding principles for the project and were developed in coordination with the WAC.

The DDA should include "claw-back" language that enables the City to ensure performance or to have beneficial property reversion rights.

STEP 4: MAINTAIN FLEXIBILITY FOR FUTURE PHASES

The City is unlikely to see all private development move forward at once, given current development market conditions and the City's ability to fund investments in infrastructure and open space. While the details of the phasing should be worked out in partnership with a selected developer, we have suggested a first phase for planning and budgeting purposes. Based on interviews with development professionals and outreach with residents and downtown business owners, the most logical place for the City to focus new development is closest to existing shops and civic uses in the Riverfront District.

- Phase 1: The first phase will most likely be north of the 1st and Strand connector, to build off existing momentum in downtown St. Helens. Phasing development will allow for initial projects to build off existing energy and investments.
- Phase 2: The area south of the 1st and Strand connector is likely to take longer to develop and will leverage the development created in Phase 1, as well as the investment in waterfront open space.
- Long-term: A long-term strategy for the waterfront includes repurposing the waste-treatment lagoon by filling it in. This creates the potential for additional development or public amenities on and near the property. One source of income for implementation could be tipping fees for fill.

The recommended development phasing is shown in Figure 6-1.

FIGURE 6-1. PHASING CONSIDERATIONS

6.2 ACTION 2: ADDRESS THE ZONING CODE

Action Summary

Once the City has determined its preferred development approach, it should ensure that the zoning code is best suited to enable that approach. Options available to the City range from small changes to reflect the Framework Plan to a full re-zone of the Veneer Property.

The City should ensure that its development code is flexible enough to accommodate a variety of development types while still ensuring an appropriate level of control over the outcomes and fulfilling the goals of the Framework Plan. Uncertainty, inconsistency, and complexity in the code can have negative, even fatal, outcomes on development prospects. Any changes to the zoning should yield a simple solution that references the Framework Plan and provides control to the City and flexibility to the developer.

DEVELOPMENT AND DDA

The Waterfront Redevelopment Overlay District (WROD) was established in 2009 (SHMC 17.32.180) to provide an alternative zoning and development option that may be used to implement City goals and policies for economic development on the Veneer Property at a time when the property was not under City control. The WROD relies on a DDA for implementation since it is a "floating zone," which does not supersede the underlying Heavy Industrial (HI) zone until the DDA is approved. According to the WROD, "the development agreement shall include a development plan or plans that has/have been approved through a site development review and/or conditional use permit and that has/have been revised as necessary to comply with city standards and applicable conditions of approval. Applicant bears responsibility for the development plan(s)."

The WROD could be modified in a number of ways to help accommodate development envisioned through the Framework Plan. At a minimum, it would need to be amended to include reference to the goals and principles of this plan. Additional modifications could be made to reduce reliance on the standards and processes it currently enforces.

If the City opts for the recommended approach outlined in Action 1, the WROD can be used with minimal modifications. However, it is an imperfect tool to accomplish City goals because it maintains the underlying HI zone and includes many burdensome and complicated standards.

RECOMMENDED APPROACH: REZONE

In order to provide certainty, clarity and simplicity to the development process, it is recommended that the City remove the WROD and change the underlying HI zone to a new zone that is specifically for the Veneer Property and could be extended south in the future if the lagoon area were to be redeveloped. This new zone would reference the requirements of the Framework Plan and rely on a DDA for implementation. Development requirements not specifically laid out in the Framework Plan or laid out in the DDA will default to City Code. Rezoning will require a legislative process that would be necessary even if the City were only changing language in the existing zones. However, a full zone change will produce a simpler result and will reflect the true long-term expectations for the property's redevelopment as a vibrant, mixed-use waterfront district.

6.3 ACTION 3: FUND NECESSARY IMPROVEMENT PROJECTS

Action Summary

To create certainty for development, the City should create a comprehensive funding program for the property's infrastructure that includes a combination of urban renewal, state grants, and public-private partnerships.

Based on the findings from the market analysis, investment in new mixed-use development may be difficult for a developer to finance. Limited new multifamily or mixed-use development has occurred in St. Helens in the past decade, and achievable rents in the current market are generally lower than necessary to support the cost of new construction. In that context, a key purpose of this implementation strategy is to increase certainty for developers regarding where and how private development can occur, and what funding tools are available to support investments in infrastructure and new vertical development.

The framework planning process included estimation of infrastructure costs to support redevelopment in Phase 1 and 2 on the Veneer Property, including utilities, road infrastructure, and open space. These costs are summarized in Table 7-3. The magnitude of the costs outlined below points to the need for multiple funding tools to support redevelopment, as no one funding tool will be able to pay for all of the costs. It also means that development will need to be phased and done in partnership with private developers.

As part of the framework planning process, the team explored a variety of possible funding tools (detailed in Appendix D).

TABLE 6-3. COST ESTIMATES

	PHASE 1		PHASE 2		TOTAL: LOW	TOTAL: HIGH
	Low	High	Low	High		
Site Preparation	$300,000	$400,000	$200,000	$300,000	$500,000	$700,000
Utilities	$1,100,000	$1,600,000	$700,000	$1,200,000	$1,800,000	$2,800,000
Open Space	$800,000	$1,400,000	$4,700,000	$7,700,000	$5,500,000	$9,100,000
Roads	$1,400,000	$1,600,000	$800,000	$900,000	$2,200,000	$2,500,000
Bank Enhancement	$400,000	$500,000	$400,000	$500,000	$800,000	$1,000,000
Off-site Roads	$0	$0	$700,000	$3,600,000	$700,000	$3,600,000
Habitat/Riparian Enhancements	TBD	TBD	TBD	TBD	TBD	TBD
Site Remediation	TBD	TBD	TBD	TBD	TBD	TBD
Ped/Bike Connections to Site	TBD	TBD	TBD	TBD	TBD	TBD
Development Incentives	TBD	TBD	TBD	TBD	TBD	TBD
Known Costs Total	$4,000,000	$5,500,000	$7,500,000	$14,200,000	$11,500,000	$19,700,000

6.3 ACTION 3: FUND NECESSARY IMPROVEMENT PROJECTS

RECOMMENDED FUNDING TOOLS

The Veneer Property currently has no utilities or transportation infrastructure. The City is exploring several possible funding sources to pay for the investments identified in the Framework Plan. The City is exploring the following funding source possibilities:

- **Urban Renewal.** This tool will likely be fundamental to the ability for the city to realize the Framework Plan vision in the near term, given the scope of the infrastructure improvements needed and the need to attract a development partner with targeted incentives. The City has not yet fully explored the feasibility of urban renewal in this area.
- **Grants.** There are several transportation and open-space grants that could help to fund key pieces of the infrastructure needed to support development on the Veneer Property.
- **Public-Private Partnership.** As part of a DDA and master plan, the City will negotiate the funding of individual components of the site plan with its development partner. These improvements could use tools such as a Local Improvement District to levy assessments on surrounding property owners that benefit from that improvement.
- **Tipping Fees from Lagoon Repurposing.** The City is evaluating the feasibility of repurposing its existing wastewater lagoon as an interim, confined disposal facility that would accept fill. Income generated through fee collection could be applied to public improvements on the Waterfront properties.

Appendix D provides detailed information on these possible funding tools.

6.4 PROJECTS

Table 6-4 provides a summary of the project sheet compiled in Appendix A. These projects are intended to guide the City to and through the redevelopment of the waterfront, and include both general programs as well as phase-specific projects. These are the next steps for the City and the St. Helens community to take to achieve the future they began envisioning with the SDAT in 2014.

Phasing Assumptions

- Short-term: 0-5 years, set the site up for development
- Development Phase 1: 5-10 years, north of The Strand
- Development Phase 2: 10+ years, south of The Strand

Cost Assumptions

- Low: Under $200,000
- Med: $201,000 - $1,000,000
- High: $1,000,000+

TABLE 6-4. PROJECT SHEET SUMMARY

	SHORT NAME	DESCRIPTION	PHASING	PARTNERS	TOTAL COST
	PROGRAMS				
A1	**Site marketing**	Develop a marketing plan for site and Framework Plan to attract developers and investment.	Short-term	City	TBD
A2	**Funding toolkit**	Develop a toolkit to enable the City to 1) be receptive to development opportunities and 2) create ongoing relationships with Developers.	Short-term	City, TBD	TBD
A3	**Entitlements**	Dedicate the ROW for local street improvements, plat parcels based on greenway location. Develop a mixed-use/special zone for the Waterfront to implement development standards established in the Plan.	Short-term	City	Low
A4	**Branding and Main Street Organization Support**	Create and or support new main street activities in partnership with local community groups to attract residents and visitors to downtown.	Short-term	City, Chamber, SHEDCO/Main St. Program, Travel Oregon	TBD
A5	**URA Creation**	Adopt an urban renewal area to generate tax increment revenue to pay for area improvement projects.	Short-term	City, SHEDCO, etc.	TBD
A6	**Expand storefront improvement program**	Enhance the existing historic façade improvement program to create feeling of “investment” in area.	Short-term	City, SHEDCO, State Historic Preservation Office	TBD
A7	**Repurpose Wastewater Lagoon**	Turn lagoon into landfill to receive fill material from various sources to create new upland waterfront land for development and revenue generation.	Long-term	Multiple	$30-$40M
A8	Public Parking Management Strategy	The City will develop a parking management strategy that outlines policies and programs that result in more efficient use of parking resources.	P1	City	Low
	PHASE 1 PROJECTS				
B1	**Site Preparation**	Grading, embankment and compaction, and erosion control on the entire site.	P1, P2	City, private developers	$500-$700K
B2	**Site Remediation**	Address localized hot spots on the site in coordination with development.	P1, P2	City, Boise Cascade	TBD

TABLE 6-4. PROJECT SHEET SUMMARY (CONT.)

	SHORT NAME	DESCRIPTION	PHASING	PARTNERS	TOTAL COST
	PHASE 1 PROJECTS				
B3	**Sanitary Sewer Structure**	Install phased sewer facilities to service new development, including force mains, gravity sewer lines, and two pump stations.	P1, P2	City, private developers	$450-$600K
B4	**Stormwater Infrastructure**	Install stormwater facilities in phases, including pipes and bioretention facilities.	P1, P2	City, private developers	$300-600K
B5	**Water Distribution Infrastructure**	Install pipes and fire hydrants to service new development.	P1, P2	City, private developers	$300-$600K
B6	**Franchise Utility Infrastructure**	Install underground electrical power, gas, and communications utilities in coordination with new development	P1, P2	TBD	$600K-$1M
B7	**Columbia View Park Expansion**	Design and construct new 1.3 acre park as an extension of existing Columbia View Park.	P1, P2	City, Trust for Public Land, etc.	$840K - $1.4M
B8	**South 1st and the Strand**	Construct South 1st Street and The Strand in phases, including sidewalks, intersections, bike lanes.	P1, P2	City	P1: $1.4-$1.6M; P2: $800-$910K
	PHASE 2 PROJECTS				
C1	**Bank Enhancement**	Grading, planting, and reinforcement of bank as needed to prevent erosion, restore habitat, support greenway trail and water access and create visual interest along waterfront.	ST, P1	City, DSL, ODFW, Bonneville Foundation?	Medium to High
C2	**Riparian Corridor Enhancement**	Create nearshore habitat in shallow offshore areas to create salmon habitat and support potential beach and other river access.	P2	City, ODFW, DSL	Medium to High
C3	**Waterfront Greenway Trail / Park Design**	Install greenway trail south of Columbia View, including design, associated furnishings, interpretation and connections to new neighborhood.	P2	City, private developers,	$4-$7 M
C4	**Improve Bluff Habitat**	Plant and restore the east edge of Nob Hill, as well as base of entire bluff, including any portions of Veneer site to be added to Nature Park.	P2	City, Friends of Nob Hill Nature Park (check)	TBD
C5	**Tualatin Street Plaza**	Design public plaza at intersection of Tualatin Street and the Strand. Consider future pier from this location in design.	P2	City	$500K-$700K
C6	**Habitat Enhancement/ Public Access**	Restore natural area between White Paper Lagoon and Multnomah Channel. Explore options for public access in natural area.	P2	City, County, Scappoose Bay Watershed	Medium
C7	**Marina**	Construct a marina on the south end of the Veneer Property, near the entrance to Frogmore Slough. The marina would be privately developed, owned and operated, but at least partly open to the public and available for public use and access.	P2	Private developer and operator, Department of State Lands, Oregon Marine Board	$500K-$1M

TABLE 6-4. PROJECT SHEET SUMMARY (CONT.)

	SHORT NAME	DESCRIPTION	PHASING	PARTNERS	TOTAL COST
	TRANSPORTATION CONNECTIONS				
D1	Improve trail connection to Nob Hill Nature Park from south of site	Explore alternatives for connecting waterfront greenway to existing trail connections to Nob Hill Nature Park; improve existing trail if necessary.	Short-term	City, Friends of Nob Hill Nature Park, OPHI	Low
D2	Trail connection over restored/ renovated trestle to south	Extend trail from downtown to south of the site, providing access to natural areas along Multnomah Channel.	P2	City, County, City of Portland via Lagoon project?	Medium
D3	Realign and improve Tualatin Street stairway	Widen, rebuild and align existing staircase to new east-west ROW on Veneer site. Install signage/lighting. Tie to 1st St. construction.	TBD	City Partners: Friends and Neighbors of River View	Low to Medium
D4	Wayfinding Improvements	Help people find downtown retail and existing business district. Attract people on Hwy 30 to St. Helens downtown. Integrate corridor master planning effort and other efforts.	Short-term	City, SHEDCO, Main St program	TBD
D5	**Old Portland/ Gable Improvements**	Improve the intersection to better accommodate traffic coming to the Veneer site.	P2	City	$250K-$1.7M
D6	**Old Portland/ Plymouth**	Improve the intersection to better accommodate traffic and serve as a gateway to the site.	P2	City	$320K-$1.8M
D7	**Old Portland/ Millard**	Reconstruct intersection to better accommodate large vehicles.	Short-term or P1	City	$60-70K
D8	**Plymouth**	Improve bicyclist and pedestrian safety along Plymouth Street.	TBD	City	$100K-$300K
D9	**Plymouth/6th**	Install a signage to increase safety.	TBD	City	$2,000

APPENDIX A
PROJECT SHEETS

Phasing Assumptions	Cost Assumptions
Short-term: 0–5 years, set the site up for development Phase 1: 5–10 years, Development Phase 1, north of Tualatin Street Phase 2: 10+ years, Development Phase 2	Low—Under $200K Med—$201K-$1 million High—$1 million+

	Short name	Description	Phasing	Partners	Total Cost
	Programs				
A1	**Site marketing**	Develop a marketing plan for the site and a framework plan to attract developers and investment.	Short-term	City	TBD
A2	**Funding toolkit**	Develop a toolkit to enable the City to 1) be receptive to development opportunities and 2) create ongoing relationships with developers.	Short-term	City, TBD	TBD
A3	**Entitlements**	Dedicate the ROW for local street improvements and plat parcels based on greenway location. Develop a mixed-use/special zone for the waterfront to implement development standards established in the Plan.	Short-term	City	Low
A4	**Branding and Main Street Organization Support**	Create and/or support new main street activities in partnership with local community groups to attract residents and visitors to downtown.	Short-term	City, Chamber, SHEDCO/Main St. Program, Travel Oregon	TBD
A5	**URA Creation**	Adopt an urban renewal area to generate tax increment revenue to pay for area improvement projects.	Short-term	City, SHEDCO, etc.	TBD
A6	**Expand storefront improvement program**	Enhance the existing historic façade improvement program to create feeling of “investment” in the area.	Short-term	City, SHEDCO, SHPO	TBD
A7	**Repurpose Wastewater Lagoon**	Turn lagoon into landfill that will receive fill material from various sources to create new upland waterfront land for development and revenue generation.	Long-term	Multiple	$30M-$40M
A8	**Public Parking Management Strategy**	The City will develop a parking management strategy that outlines policies and programs that will result in more efficient use of parking resources.	P1	City	Low
	Phase 1 Projects				
B1	**Site Preparation**	Grading, embankment and compaction, and erosion control on the entire site.	P1, P2	City, private developers	$500-700K
B2	**Site Remediation**	Address localized hot spots on the site in coordination with development.	P1, P2	City, Boise Cascade	TBD
B3	**Sanitary Sewer Infrastructure**	Install phased sewer facilities, including force mains, gravity sewer lines, and two pump stations, to service new development.	P1, P2	City, private developers	$450-600K
B4	**Stormwater Infrastructure**	Install stormwater facilities in phases, including pipes and bioretention facilities.	P1, P2	City, private developers	$300-600K
B5	**Water Distribution Infrastructure**	Install pipes and fire hydrants to service new development.	P1, P2	City, private developers	$300-600K
B6	**Franchise Utility Infrastructure**	Install underground electrical power, gas, and communications utilities in coordination with new development.	P1, P2	TBD	$600K-$1M
B7	**Columbia View Park Expansion**	Design and construct new 1.3-acre park as an extension of existing Columbia View Park.	P1, P2	City, Trust for Public Land, etc.	$840K-$1.4M
B8	**South 1st and The Strand**	Construct South 1st Street and The Strand in phases, including sidewalks, intersections, bike lanes.	P1, P2	City	P1: $1.4-$1.6M; P2: $800-$910K

	Short name	Description	Phasing	Partners	Total Cost
	Phase 2 Projects				
C1	**Bank Enhancement**	Grading, planting, and reinforcement of bank as needed to prevent erosion, restore habitat, support greenway trail and water access, and create visual interest along waterfront.	ST, P1	City, DSL, ODFW, Bonneville Foundation	Medium to High
C2	**Riparian Corridor Enhancement**	Create nearshore habitat in shallow offshore areas to create salmon habitat and support potential beach and other river access.	P2	City, ODFW, DSL	Medium to High
C3	**Waterfront Greenway Trail / Park Design**	Install greenway trail south of Columbia View, including design, associated furnishings, interpretation, and connections to new neighborhood.	P2	City, private developers	$4-7 M
C4	**Improve Bluff Habitat**	Plant and restore the east edge of Nob Hill, as well as the base of the entire bluff, including any portions of the Veneer site to be added to Nature Park.	P2	City, Friends of Nob Hill Nature Park	TBD
C5	**Tualatin Street Plaza**	Design public plaza at intersection of Tualatin Street and The Strand. Consider future pier from this location in design.	P2	City	$500-700,000
C6	**Habitat Enhancement/ Public Access**	Restore natural area between White Paper Lagoon and Multnomah Channel. Explore options for public access in natural area.	P2	City, County, Scappoose Bay Watershed	Medium
C7	**Marina**	Construct a marina on the south end of the Veneer Property, near the entrance to the Frogmore Slough. The marina would be privately developed, owned, and operated, but at least partly open to the public and available for public use and access.	P2	Private developer and operator, DSL, Oregon Marine Board	$500K-$1M
	Transportation Connections				
D1	**Improve trail connection to Nob Hill Nature Park from south of site**	Explore alternatives for connecting waterfront greenway to existing trail connections to Nob Hill Nature Park; improve existing trail if necessary.	Short-term	City, Friends of Nob Hill Nature Park, OPHI	Low
D2	**Trail connection over restored / renovated trestle to south**	Extend trail from downtown to south of the site, providing access to natural areas along Multnomah Channel.	P2	City, County, City of Portland via Lagoon project	Medium
D3	**Realign and improve Tualatin Street stairway**	Widen, rebuild, and align existing staircase to new east-west ROW on Veneer site. Install signage/lighting. Tie to 1st St. construction.	TBD	City Partners: Friends and Neighbors of River View	Low to Medium
D4	**Wayfinding Improvements**	Help people find downtown retail and existing business district. Attract people on Hwy 30 to St. Helens downtown. Integrate corridor master planning effort and other efforts.	Short-term	City, SHEDCO, Main St program	TBD
D5	**Old Portland / Gable Improvements**	Improve the intersection to better accommodate traffic coming to the Veneer site.	P2	City	$250K-$1.7M
D6	**Old Portland / Plymouth**	Improve the intersection to better accommodate traffic and serve as a gateway to the site.	P2	City	$320K-$1.8M
D7	**Old Portland/Millard**	Reconstruct intersection to better accommodate large vehicles.	Short-term or P1	City	$60-70K
D8	**Plymouth**	Improve bicyclist and pedestrian safety along Plymouth Street.	TBD	City	$100K-$300K
D9	**Plymouth/6th**	Install signage to increase safety.	TBD	City	$2,000

Exhibit 1. Project Phasing

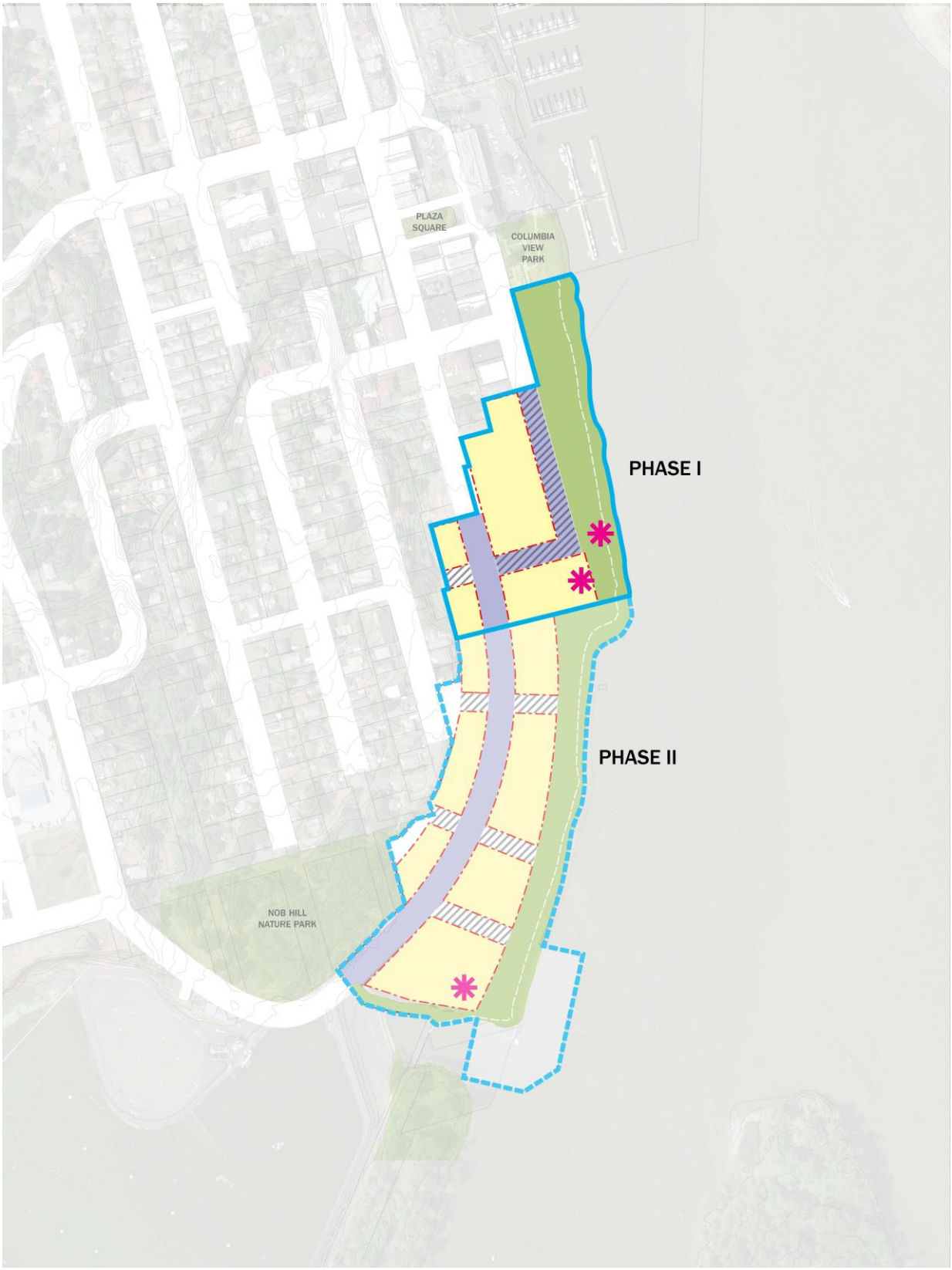


Exhibit 2. Project Phasing and Open Space Connections

WATERFRONT OPEN SPACE PHASING DIAGRAM
ST. HELENS WATERFRONT REDEVELOPMENT

A1 Site Marketing

Project Description	Lead
The Framework Plan recommends using a solicitation process to identify a private development partner for the Veneer Site, but the City needs to make several key decisions before taking this step.	City of St. Helens

Rationale

A thoughtful solicitation process will ensure that the development meets the vision put forth in the Framework Plan and that the City can set up an efficient process for all partners.

Implementation steps/key issues

- **Rebrand the site.** The City should consider changing the name of the site from "the Veneer Site" to a name that evokes the Framework Plan vision. The City can build from the branding conversation begun at open houses when the Framework Plan was begun.
- **Determine the City's incentives toolbox (see Project Sheet A2).** Developers will need a clearly articulated commitment to finance the public participation component. In particular, this should address the City's commitment to fund Phase I infrastructure, as described in the Framework Plan.
- **Reach out to developers.**
  - *Web site*. Create a prospectus Web site for the site with pertinent information, including the Framework Plan Summary (with a link to a longer document), key facts (drive times, population within specific radii, steps completed to date), key contact, etc.
  - *Media outreach*. Consider culminating the Framework Plan with media outreach (press releases) and/or tours with key news outlets such as the *Daily Journal of Commerce, Portland Business Journal*, the *Oregonian*, etc. Couple this with marketing related to new development at the Muckle Building.
  - *Developer get-togethers.* The developers interviewed through the Framework Plan process emphasized the importance of reaching out to developers prior to the solicitation process to better understand developer concerns.
- **Determine type of solicitation.** The type of solicitation the City wishes to release depends on its level of certainty in each of the topics described above. In general, a Request for Proposals is appropriate if a City has a target development program in mind and has solid agreement on incentives that can be offered. The more certainty the City can provide on the public resources available and the projects it wishes to partner on, the more likely it is that responses will be specific, financially feasible, and responsive to goals. We recommend that the City release an RFQ or RFI so details can be worked out once a development partner is on board.
- **Determine geography.** The Framework Plan phasing recommendations indicate that the City communicated the phased development the City imagines, but include all the sites.
- **Develop RFQ/RFI content and selection criteria**. Once a decision on format is made, the City can use the Framework Plan recommendations as the foundation for defining public goals for the site's development, use mix, amenities, etc.
- **Determine approach for ongoing stakeholder and public participation.** Given the robust and positive nature of the stakeholder conversations to date, consider convening a stakeholder group that will continue to provide input once a development partner is on board.

The City could release a solicitation without full resolution of the issues above, but would have to structure the solicitation in a way that reflects the City's uncertainty and limits private partners' risks, given the uncertainty. Some of these variables can be fully addressed only through a negotiated development agreement.

Phasing	Short-term
Outreach needed	Ongoing public engagement throughout the developer recruitment and implementation phase is recommended. Convene a stakeholder group that includes owners of existing downtown businesses, property owners, and neighborhood representatives, and plan at least one major public open house event to inform developer design. This group can include members of the existing Waterfront Advisory Committee.
Partners	Developers; stakeholder committee (per above) public
Estimated Cost	**Funding Considerations**
Low, limited to staff time	Internal staff capacity to lead this process; likely to need strategic and legal support on development agreement negotiations and developer selection.

A2 Funding Toolkit

Project Description	Lead
The City will develop a toolkit that will enable it to be receptive to development opportunities and create ongoing relationships with developers. The City can apply for applicable grants/loans to support plan projects (especially infrastructure and programmatic efforts) and also work with a developer or property owner to assist with typical due diligence issues (site design or engineering, property consolidation, market analysis, permitting, financial analysis) to help catalyze redevelopment. See Appendix D for the recommended funding tools.	City of St. Helens

Rationale

The St. Helens development market creates barriers to site development and reduces development feasibility. A targeted funding toolkit will help to remove development barriers and to focus investments on the waterfront, and will create a more vibrant market that may not need as much support in the future. Findings from outreach and analysis will provide fodder for attracting new private investment.

Implementation steps/key issues	▪ Evaluate viability of a community development corporation or Community Development Financial Institutions (CDFI) to represent the site and carry out the vision on the community's behalf. ▪ Initiate urban renewal plan process.
Phasing	Short term
Outreach needed	TBD
Partners	Developers, property owners, brokers, development financers, Chamber
Estimated cost	**Funding Considerations**
Staff time and materials	Staff time to convene local developers and put together systems to track development opportunities. Specific incentive levels will be determined through negotiation on individual development proposals.

A3 Entitlements

Project Description	Lead
The City should dedicate the right-of-way (ROW) extending from S 1st Street and The Strand and plat parcels based on the boundaries of the greenway and ROWs such that parcel sizes would be suitable for further division once a development plan is in place. Development of a mixed use/special use zone for the waterfront to allow uses and implement development standards established in the Framework Plan.	City of St. Helens

Rationale

- By dedicating the ROW and platting initial parcels, the City is moving the Veneer property closer to being development-ready.
- ROWs can be dedicated in phases, since there is some uncertainty about exactly how S 1st Street will connect Plymouth Street on the south end of the site. This connection will be determined during future development. The first phase of development is anticipated to take place around the block created by extending S 1st Street, The Strand, and Tualatin Street. This ROW should be dedicated along with large development parcels.
- Parcels created by the dedication of a ROW will be identified for development or open-space use.
- Future development plans will dictate the further subdivision of the development parcels. Platting of parcels should be in accordance with the adopted Framework Plan's development standards.

Implementation steps/key issues	▪ **Zone Change:** The Waterfront Redevelopment Overlay District (WROD) should be replaced with mixed-use zoning such that it reflects the adopted Framework Plan and other recommended development standards (e.g., height, size of greenway). This process should establish the minimum amount of greenway, pedestrian connections running east-west through the Veneer property, and where roads will generally be located. In doing so, the City will create an envelope for development in which future purchasers and developers will have freedom without compromising the fundamental aspects of the site and the desires of the community. Future development should reflect the intent of the adopted Framework Plan. ▪ **Dedication of the ROW:** The phase one ROW can be dedicated to create the new development block around S 1st, Tualatin, and The Strand. The further alignment of S 1st Street to Plymouth Street will be determined in later phases of site development. ▪ **Platting:** Initial development parcels will be created in the first phase; future development will determine further subdivision of the development parcels. The southern portion of the site (south of the phase one development area) should be divided into parcels for open space and development, but anticipating that the S 1st Street ROW will be extended through.
Phasing	Short-Term (ROW and first-phase parcels) Mid-Term (subdivision of parcels and dedication of future phase ROW)
Outreach needed	Yes
Partners	Planning Commission
Estimated cost	**Funding Considerations**
<$200,000	None.

A4 Branding and Main Street Organizational Support

Project Description	Lead
The City envisions a more urban, higher-amenity neighborhood on the waterfront that helps to strengthen the entire district. At the same time, the City and its partners should actively market the downtown area to better attract visitors and residents. The City already has in place a few economic development programs and tools that support businesses. This action is meant to document the ongoing work of the existing Main Street Program and the types of activities that can best support future development. The existing Main Street Program is operated by SHEDCO and has been staffed through Resource Assistance for Rural Environments (RARE) volunteers for the past three years. The next scope of work for the RARE is focusing on sustainable funding by looking at ways that other main street associations have funded these (including business assessments). In addition, RARE continues to implement an initial strategy put together by Sheri Stuart, the state's main street coordinator.	SHEDCO

Rationale

Cultivating residents' pride for the downtown will have benefits beyond just supporting the Veneer site. Several real estate professionals who provided input on the plan indicated that towns that successfully achieved reinvestment in their downtowns had an active downtown association and a marketing pitch that focused on the community's brand and its competitive and comparative advantages.

Implementation steps/key issues

The City should consider the following actions:

<u>Promote St. Helens</u>

- **Create a marketing pitch for St. Helens.** Develop a specific set of talking points concerning how to market St. Helens' assets broadly, and Old Town specifically.
- **Promote improved real estate tracking**. In 2016, SHEDCO acquired a database that can better track existing spaces for lease and sale within its boundary. The City can assist with pointing interested parties to that Web site as a clearinghouse on information about downtown rental space.
- **Events.** The City has several signature events that it should continue to market to residents and visitors. In addition, there may be other ongoing events that could help support quality of life in the area and attract new visitors to downtown, such as a farmer's market.

<u>Support downtown businesses</u>

- **Retail mix strategy.** Consider pursuing grant funding to develop a retail mix strategy for downtown St. Helens. Inputs to the strategy would include outreach to the local business community and business owners.
- **Technical assistance.** SHEDCO has partnered with Micro Enterprise Services of Oregon (MESO) to hold workshops with downtown businesses on topics such as social media and Web sites. The city and SHEDCO should consider ongoing partnerships to offer workshops and/or one-on-one assistance to businesses, based on topics of interest.
- **Business incubator.** The group has discussed potential investments in a retail incubator that would provide startup space to new businesses with reduced rents, short-term lease terms, and technical assistance. This facility should be located between Houlton and the riverfront district.
- **Business improvement and expansion incentives.** This category includes incentives for businesses to improve their physical space. At this time, there is one idea in this category (expansion of the City's existing historic rehabilitation program for storefronts; see Project Sheet A6), but others may be added as the strategy evolves and implementation continues.

	▪ **Outreach.** Continue to maintain relationships with key property owners to understand their plans for improvements or changes to their properties.
Phasing	Short term
Outreach needed	Business owners
Partners	Travel Oregon and Rural Tourism Studio. Volunteers. City of St. Helens. South Columbia County Chamber of Commerce.
Estimated cost	**Funding Considerations**
TBD	SHEDCO currently has limited funding to support any new ventures for the Main Street Association. Future conversations will consider the viability of business contributions and the creation of a strategy for the Main Street Association.

A5 Creation of Urban Renewal Area Boundaries and Agency

Project Description	Lead
Urban renewal would allow the City to target City grant/loan funding for predevelopment or construction underwriting and track opportunities in the Urban Renewal Area (URA). The City should initiate an urban renewal planning process involving extensive conversations with overlapping taxing districts. Once an urban renewal program is approved, the City should adopt the urban renewal area boundaries to generate tax increment revenue to fund area improvement projects.	City of St. Helens

Rationale

Ensure that those investments are financially sound by evaluating tax increment revenues associated with new development and comparing them to the upfront public investment necessary to catalyze development.

Implementation steps/key issues	▪ Initiate conversations with local taxing districts, including the county, fire district, and port. ▪ Determine a set of boundaries for study. ▪ Provide a complete list of project costs, including the Veneer site improvements, off-site improvements, and other priority improvements within the boundary. ▪ Initiate an urban renewal planning process ASAP.
Phasing	Short term
Outreach needed	Local taxing districts
Partners	Property-tax-revenue-dependent agencies (including county, fire district, school district), SHEDCO, business community
Estimated cost	**Funding Considerations**
$100K for urban renewal plan and report	The City will need to determine a funding source for the plan and report.

A6 Expand Storefront Improvement Program

Project Description	Lead
The City should consider adjustments to the structure of existing St. Helens storefront improvement programs, especially if urban renewal becomes a viable funding source. Since 2011, the City has had three Historic Preservation Rehabilitation Grant cycles funded through the Oregon State Historic Preservation Office (SHPO). Structures toned not be historic structures, but applications get additional points if a building is a primary/significant building. In each cycle, the City has granted three to four recipients a one-to-one match of about $3,000, with commercial recipients receiving more funding. Program details can be found at http://www.ci.st-helens.or.us/planning/page/historic-preservation-rehabilitation-grant	City of St. Helens

Rationale

Improving the look of businesses can be important to ensuring that the businesses capture market share; however, these investments can be challenging for small businesses to finance. This is particularly challenging for tenants, who do not own or control their properties. The City can help to support existing businesses and create a feeling of "investment" in an area by supporting a storefront investment program that can create a contiguous look and feel between new and existing development, so that new residents feel connected to and invested in Old Town.

Implementation **steps/key issues**	▪ Consider initiating an expanded program with Façade Improvement and Building Maintenance investment policies. Funding sources could include urban renewals, other state grants, and an alternative revolving loan program. To start, the City should review policies of similar downtown and urban renewal districts around the state. Implications from this review will inform changes the City makes to program materials and Web site content for these programs. ▪ Identify changes that will improve participation and ensure more targeted investments. Focus on projects that increase building value, appearance, and marketability, including cosmetic improvements (e.g., paint or awnings). Options include: - *Focus improvements on the core area nearest to future waterfront development.* Other areas could continue to be eligible for storefront improvement loans. - *Adjust criteria.* New criteria for eligibility could be based on the visibility of the building and the impact of the improvements on the overall appearance. - *Provide financial assistance for building maintenance*. If there are buildings in the core area that are not in need of a complete façade renovation but need maintenance, financial assistance could be extended to property owners for such work. Building maintenance costs are often less than a complete façade renovation and this maintenance ensures that buildings in the core area are attractive and consistent with the vision for the downtown and waterfront redevelopment. - *Change grant specifics.* This could involve changing the maximum grant allowed, adjusting the grant/loan balance, and adjusting the required or desired financial contribution from a property owner. Another option could be to offer the services of an approved architect to work with owners to develop plans. - *Target specific properties.* In addition to the rolling application process, staff will identify specific buildings that might benefit from urban renewal investment and approach property/business owners with a proposal for improvements. - *Allow tenant improvements*. These adjustments could allow small businesses/building owners reinvest in their businesses and would help to fund electrical upgrades, ADA compliance, and other infrastructure that is critical to opening/maintaining a business.

	▪ Initiate conversations with property owners and brokers to ensure that the revisions and policies are responsive to area needs.
Phasing	Short term
Outreach needed	Downtown business owners
Partners	City of St. Helens, SHEDCO, SHPO Property owners, businesses, realtors, South Columbia County Chamber of Commerce
Estimated cost	**Funding Considerations**
TBD	Expansion of existing program may be contingent on UR creation.

A7 Repurpose Wastewater Lagoon

Project Description	Lead
The City is exploring the option of filling in a portion or all of its wastewater treatment plant lagoon to create a usable landmass, develop continuity between adjacent parcels, and provide the opportunity for significant redevelopment on the waterfront. This opportunity is economically viable only if filling this large space with soil is revenue-positive, which is possible if the lagoon is repurposed as a commercially viable solid waste landfill. Converting the wastewater lagoon into a landfill that will receive fill material from various sources will create new upland waterfront land for development and revenue generation.	City of St. Helens

Rationale

- From a technical and regulatory perspective, and with use of proper engineering systems and controls to ensure environmental protection, the site is a viable location for disposal of sediment and soil. While there are multiple competitors that can accept soil from upland sources, there are no competitive facilities with the ability to directly offload sediment from barges. Initial projections suggest significant revenue generation, potentially providing financial support for the City's redevelopment plans or applied to other City needs.
- The lagoon is oversized for its current use.
- There is a market for disposal of materials suitable for such a facility, and St. Helens' location presents a competitive advantage over existing facilities.

Implementation **steps/key issues**	▪ Complete funding and governance analysis ▪ Complete engineering, environmental, and seismic analysis of site suitability ▪ Establish governing structure and/or agency ▪ Identify and secure funding for construction
Phasing	Medium/Long Term
Outreach needed	Yes
Partners	The success of this project will require the support and participation of multiple external agencies, entities, and individuals. The following is a partial list: ▪ Department of Environmental Quality ▪ Governor's Regional Solutions Team ▪ Senator Betsy Johnson ▪ Port of Portland ▪ Lower Willamette Group ▪ Cascade Tissue
Estimated cost	**Funding Considerations**
Design, Permitting, Construction: $38–$45m	The project will require that funding be procured from multiple sources, including federal, state, local, and private entities. The City is currently reviewing draft recommendations for a funding strategy based on establishing a new agency to govern and manage a potential facility.

A8 Public Parking Management Strategy

Project Description	Lead
The City will develop a parking management strategy that outlines policies and programs that will result in more efficient use of parking resources. Possible strategies can include: shared parking, metered parking, increasing the capacity of existing facilities, overflow parking plans, and possibly the investment in additional City-owned parking facilities to serve as a development incentive for larger mixed-use development.	City of St. Helens

Rationale

In the near term, a strategy can help the City manage its parking during peak periods, including during the month of October as the City puts on its annual Halloweentown celebration. In the medium to long term, a strategy can help to provide certainty for developers as they consider new investments on the waterfront and other sites throughout downtown St. Helens. According to the Victoria Transport Policy Institute, these programs can sometimes reduce parking requirements by 20 to 40 percent compared to conventional planning requirements.[1]

Implementation **steps/key issues**	▪ Consider hiring a consultant that specializes in parking management strategies.
Phasing	Phase 1
Outreach needed	Downtown business owners, property owners, brokers
Partners	Chamber of Commerce
Estimated cost	**Funding Considerations**
Staff time, consulting time, and materials	Staff time to coordinate with consultants.

[1] Litman, Todd. Parking Management Strategies, Evaluation and Planning. 2016. Victoria Transport Policy Institute. http://www.vtpi.org/park_man.pdf

B1 Site Preparation

Project Description	Lead
Preparation of the Veneer property includes any remaining clearing, grading, embankment, compaction, and erosion control required for development. This process likely will be broken into phases, depending on how much of the site a given developer wants to develop. Site preparation will be completed in conjunction with construction of infrastructure and development build-out. Initial engineering calculations estimate that approximately 50,000 cubic yards of fill will be required across 25 acres for the site preparation in total.	City, Private Developers

Rationale

- The development will require approximately 25 acres of site preparation. The site preparation is the first stage of the construction process, followed by the installation of infrastructure, including roadways, sidewalks, and utilities.
- Fill will be required to ensure that the site is above the 100-year flood elevation of the adjacent Columbia River as determined by FEMA.
- Temporary erosion-control measures will be maintained throughout the life of construction. In order to minimize maintenance costs, site preparation should be completed only in areas to be developed in the short term.

Implementation steps/key issues	• Determine the funding source. • Produce an engineering plan set that encompasses the targeted phase of development. • Select contractor; if public funding is utilized, selection will be made through a competitive bid process. Private funding would allow for more flexibility in the selection of a contractor. • Construction, preferably to take place during summer months (May–September). • Development on the Veneer property is likely to take place in two or more phases. Site preparation will be conducted only in areas of each phase's development. This cost estimate assumes phasing as described below with associated site preparation costs: – Phase 1 would include the northern part of the Veneer property down to where it is intersected by Tualatin Street. Estimated site preparation cost: $300,000–$400,000 – Phase 2 will encompass the remainder of the property to the south. Estimated site preparation cost: $200,000–$300,000
Phasing	**Short to Medium Term**; likely will occur with development.
Outreach needed	No
Partners	Developers, development financers, development engineers, contractors.
Estimated cost	**Funding Considerations**
$500,000–$700,000	Site preparation can be phased in accordance with preferred development stages. However, the estimated costs for this project in the provided "Opinion of Construction Costs for Infrastructure and Site Preparation" assume one construction period. Inefficiencies such as multiple mobilizations and smaller quantities may increase costs.

B2 Site Remediation

Project Description	Lead
Some areas of the Veneer property have remaining petroleum and other contamination from historical operations, which may have to be addressed and which, depending on the type of development, may affect the cost of that development. It is important to note that these costs will be limited, since the Prospective Purchaser Agreement (PPA) the City entered into with the State of Oregon "runs with the land." This means that the environmental liability protections the City now has as the property owner will be transferred to all buyers.	City of St. Helens

Rationale

Contamination that remains on the property is neither mobile nor harmful to people walking above ground. However, ground-disturbing activities, such as developing underground utilities, could bring workers into contact with the contamination. In some cases, this development will require trained workers. If the development involves soil removal, it may require disposal at a landfill.

Implementation steps/key issues	**PPA:** As a means of managing risks associated with the residual contamination, the City entered into a PPA with the State of Oregon (July 15, 2015) before acquiring the Veneer property. The PPA limits the City's environmental liability and defines specific procedures for ensuring protection of human health and the environment before, during, and after property redevelopment. A contaminated-media management plan (CMMP) was developed to be a practical "owner's manual" for the City and subsequent developers, and to minimize the burdens associated with the residual contamination at the property. As noted above, this PPA also will provide protections to the future developers. **Lathe Area Cap:** Shallow soil contamination in the lathe area requires a cap. Unless the soil is removed as a result of redevelopment, the cap must remain in place. The cap may incorporate proposed buildings, pavement, and other improvements constructed as part of the property redevelopment. **Stormwater Management:** Stormwater management will require consultation with DEQ. Any stormwater systems will be designed to avoid adverse impacts to contaminated groundwater. Specifically, if development plans include stormwater management through concentrated infiltration (e.g., stormwater retention pond, drainage swale), then an evaluation will be conducted at the time of development to assess property conditions, such as whether contaminants are present in the proposed area of infiltration and, if so, the leaching potential of contaminants that could be mobilized by stormwater infiltration.
Phasing	**Short to Medium Term**; will likely occur with development.
Outreach needed	No
Partners	Developer
Estimated cost	**Funding Considerations**
TBD	None.

B3 Sanitary Sewer Infrastructure

Project Description	Lead
Public sanitary sewer extensions and connections will be installed in conjunction with the development. This service likely will be installed in full at the time of Phase 1 development. Sanitary sewer service to the full development will require approximately 3,000 lineal feet of gravity sewer line, 500 lineal feet of force main, and two pump stations.	City, Developer

Rationale

- Bedrock on the site was assumed to be 5 feet below existing grade. An assumed 2 feet of fill across the site will allow for additional cover of the proposed sanitary sewer. However, preliminary design assumes the need for two separate pump stations.
- The existing sanitary sewer pump station located downtown is assumed to have no capacity. Therefore, a new connection to the City's treatment system (located at the south end of the property) will be required.
  - This assumption drives the requirement to construct the entirety of the proposed sanitary service for the initial phase of the project.

Implementation steps/key issues	• Determine funding source.
	• Produce an engineering plan set that encompasses the targeted phase of development.
	• Select contractor; if public funding is utilized, selection will be made through a competitive bid process. Private funding would allow for more flexibility in the selection of a contractor.
	• Construction, preferably to take place during summer months (May–September).
	• Development on the Veneer property is likely to take place in two or more phases. However, sanitary sewer service likely will be installed in full during Phase 1. This cost estimate assumes phasing as described below with associated sanitary sewer costs:
	  – Phase 1 includes full build-out, with the exception of connections to future buildings from the northern border of the site until Tualatin Street. Estimated sanitary sewer cost: $400,000–$500,000
	  – Phase 2 will encompass the remainder of the property to the south. Estimated sanitary sewer cost: $50,000–$100,000

Phasing	**Short to Medium Term**, likely will occur with development.
Outreach needed	No
Partners	Developers, development financers, development engineers, City engineers, contractors.
Estimated cost	**Funding Considerations**
$450,000–$600,000	Funding for the extensions of the sewer main will be included in the build-out of the public ROW. If the City takes on this portion of the development, expect most of the sanitary costs, including those for the pump stations, to fall on the City. The private developers would then be responsible for connections from the public sewer to individual units.

B4 Stormwater Infrastructure

Project Description	Lead
Stormwater facilities will be coordinated among the developer, engineer, and regulatory agencies. This process likely will be broken into phases, depending on how much of the site a given developer wants to develop. Stormwater facilities will include 6,500 lineal feet of pipe and 33,000 square feet of bioretention facilities for the full development.	City, Private Developers

Rationale

It is assumed that sufficient infiltration rates will allow for all stormwater to infiltrate via bioretention facilities. Underdrains and overflow connections to existing outfalls account for the required pipe network.

Implementation steps/key issues	▪ Produce an engineering plan set that encompasses the targeted phase of development. – At the time of design, ensure that engineers reference the CMMP for restrictions on stormwater infiltration locations. ▪ Select contractor; if public funding is utilized, selection will take place through a competitive bid process. Private funding would allow for more flexibility in the selection of a contractor. ▪ Construction, preferably to take place during summer months (May–September). ▪ Development on the Veneer property is likely to take place in two or more phases. Stormwater facilities will be installed only in areas of each phase's development. This cost estimate assumes phasing as described below with associated stormwater costs: – Phase 1 would include the northern part of the Veneer property down to where it is intersected by Tualatin Street. Estimated stormwater cost: $150,000–300,000 – Phase 2 will encompass the remainder of the property to the south. Estimated stormwater cost: $150,000–$300,000
Phasing	**Short to Medium Term**, likely will occur with development.
Outreach needed	No
Partners	Developers, development financers, development engineers, contractors.
Estimated cost	**Funding Considerations**
$300,000–$600,000	Grants for innovative low-impact development design and implementation are available through local, state, and national agencies.

B5 Water Distribution

Project Description	Lead
▪ Water distribution will be coordinated among the developer, engineer, and area utility service provider. This process likely will be broken into phases, depending on how much of the site a given developer purchases or chooses to develop. ▪ Utility service to the full development will require approximately 3,500 lineal feet of water service pipe and six fire hydrants.	Utility Provider, Developer

Rationale

- Potable water is typically financed and installed by the party responsible for the main ROW corridor construction.
- Estimates for the potable water service include fire hydrants and service capacity.

Implementation steps/key issues	▪ Produce an engineering plan set that encompasses the targeted phase of development. ▪ Select contractor; if public funding is utilized, selection will be made through a competitive bid process. Private funding would allow for more flexibility in the selection of a contractor. ▪ Construction, preferably to take place during summer months (May–September). ▪ Development on the Veneer property is likely to take place in two or more phases. Water-distribution facilities will be installed only in areas of each phase's development. This cost estimate assumes phasing as described below with associated potable water costs: – Phase 1 would include the northern part of the Veneer property down to where it is intersected by Tualatin Street. Estimated potable water distribution cost: $200,000–$300,000 – Phase 2 will encompass the remainder of the property to the south. Estimated potable water distribution cost: $200,000–$300,000
Phasing	**Short to Medium Term**, likely will occur with development.
Outreach needed	No
Partners	Developers, development financers, development engineers, utility provider, contractors.
Estimated cost	**Funding Considerations**
$400,000–$600,000	

B6 Franchise Utilities

Project Description	Lead
▪ Franchise utilities that provide electric power, gas, and communications will be coordinated between the developer, City engineer, and area utility service providers. This process likely will be broken into phases, depending on how much of the site a given developer purchases or chooses to build out at the time. – Phase 1 of the development is likely to include the northern part of the Veneer property down to where it is intersected by Tualatin Street. – Phase 2 will encompass the remainder of the property to the south. ▪ Franchise utility design is typically performed by the local utility provider. Construction finance and construction responsibility of these utilities will be outlined in the development agreement. ▪ Utility service to the full development will require approximately 3,500 lineal feet of each individual utility.	Utility Provider, Developer

Rationale

▪ Franchise utility funding for design and construction varies greatly, depending on the situation. While the utility provider may extend the main lines, private connections are likely to be funded by the developer.

Implementation steps/key issues	▪ Produce an engineering plan set that encompasses the targeted phase of development. ▪ Select contractor; if public funding is utilized, selection will be made through a competitive bid process. Private funding would allow for more flexibility in the selection of a contractor. ▪ Construction, preferably to take place during summer months (May–September). ▪ Phase 1: $300,000–$500,000 ▪ Phase 2: $300,000–$500,000 ▪ Utilities should be located underground, which may add to the cost based on undetermined conditions.
Phasing	**Short- to Medium-Term**, will likely occur with development.
Public or stakeholder outreach needed	None.
Partners	Developers, development financers, development engineers, utility provider, contractors.
Estimated cost	**Funding Considerations**
$600,000–$1,000,000	None.

B7 Columbia View Park Expansion

Project Description	Lead
Design and construct a new park as an extension of existing Columbia View Park and the first phase of the larger St. Helens riverfront greenway. This new 1-to-1.5-acre park will meet the community's expressed need for more active open space and area for events, performances, and other programming. This likely will be the first phase of the overall waterfront project's open space component, and extending Columbia View Park is a logical sequence. The park should include flexible open area for events, new shade trees, riverbank vegetation, a trail along the riverbank, and connecting trails between the river and The Strand and farther south. Other potential design features include a children's play area, dog exercise areas, a café or food kiosk, restrooms, interpretation elements, river viewpoints, art, a performance space, seating, and other passive recreation features. Interim investments can be made in the existing parcel south of Columbia View Park to provide more public park space. These investments can include temporary shelters, such as marquee tents for festivals and other events. Other investment could include safety fencing along river's edge, temporary play areas, adding pockets of lawn, and paving a temporary asphalt trail loop for bikes.	City of St Helens

Rationale
A riverfront park and trail is an important public benefit to the community and to the region. Columbia View Park is a valuable city recreational resource that can be expanded and improved as a first phase of the larger waterfront revitalization. With public ownership of the site, there is a strong rationale for dedicating a significant portion of the site for parks, open space, and public access.

Implementation steps/key issues	First step is a master plan focusing on Columbia View Park improvements and that park's extension.
Phasing	Short to Medium Term
Public or stakeholder outreach needed	Significant outreach to the St. Helens community needed for park planning and design
Partners	Main Street Program (for event programming?), private parties
Estimated cost	**Funding Considerations**
$800K–$1.4M	As a significant civic improvement project, this could be funded through bonds, system development charges (SDCs), grants, or city parks general fund. Developer exactions. Public-private partnership.

B8 South 1st and The Strand

Project Description	Lead
New streets are proposed to connect the former Veneer property to the Riverfront District and through the site to the southern end to connect to an improved Plymouth Street. It is assumed that the former Veneer property will be developed in at least two phases, beginning with the areas adjacent to the Riverfront District (downtown). The projected cost assumptions have been broken out to reflect that phasing. All cost assumptions include hard and soft costs and landscaping. ***Phase 1: Extension of S 1st Street and The Strand*** ▪ Extend S 1st Street into the site approximately 570 linear feet; assumes 80-foot ROW ▪ Extend The Strand into the site approximately 1,090 linear feet; assumes 60-foot ROW in festival street configuration ***Phase 2: Extension of S 1st Street*** ▪ Extend S 1st Street approximately 1,110 linear feet to connect with Plymouth Street; assumes 80-foot ROW	City

Rationale

The proposed roadway alignment and street cross sections have been developed and finalized through extensive review and input from project team members, City staff, the Waterfront Advisory Committee, private developers, and the St. Helens community.

Implementation steps/key issues	▪ Identify the timeframe for implementation ▪ Determine the funding source: public and/or private ▪ Implement the project
Phasing	**Short to Medium Term**
Outreach needed	No
Internal Partners	**External Partners**
Public Works	Private Developer(s)
Estimated Cost	**Funding Considerations**

Phase 1:
$1,415,000–$1,615,000
 	
Phase 2:
$800,000–$910,000
	All Alternatives:
	▪ Assumes contractor mobilization costs shared in conjunction with adjacent improvements.
	▪ Does not include potential utility relocation (if any).
	▪ Consider potential funding sources such as the Statewide Transportation Improvement Program for design and ConnectOregon for construction of “shovel-ready” projects.
	▪ Consider other potential funding sources, including:
	  ▪ Oregon Department of Transportation (ODOT) Immediate Opportunity Funding in partnership with waterfront redevelopment.
	  ▪ Private funding could come through negotiation of development agreement and/or through system development charges.

C1 Bank Enhancement

Project Description	Lead
This includes the grading, planting, and reinforcement of the bank, as needed, to prevent erosion, restore habitat, support greenway trail and water access, and create visual interest along the waterfront.	City of St. Helens

Rationale

- Assumes the removal of existing surface substrate and replacement with topsoil.
- Assumes the application of a turf reinforcement mat (TRM) and hydroseed, and installation of plantings in the TRM.
- Assumes that existing substrate below OHW will remain. Replacement of this lower substrate to further enhance the aesthetic could be performed, but would require a much more extensive permitting effort and significant additional cost.

Implementation steps/key issues	**Permitting Requirements:** Placement of fill below OHW requires permitting under Section 404 of the Clean Water Act (administered by U.S. Army Corps of Engineers [the Corps]). If placing fill only above OHW, then likely only local permitting will be required. **Monitoring Requirements:** If performed as compensatory mitigation, five-year monitoring (beginning on installation) will be required. **Beach:** The feasibility of a permanent beach along the Veneer Plant site will require additional evaluation (hydraulic analysis).
Phasing	**Short Term (plantings along the bank), Medium Term (completion of enhancement)**
Public or stakeholder outreach needed	Public and stakeholder engagement would be incorporated into the master planning process for the greenway.
Partners	Corps, DSL, Oregon Department of Fish and Wildlife (ODFW), Bonneville Foundation?
Estimated Cost	**Funding Considerations**
Approx. $12/SF, or $800,000	Any funding obtained for master planning or developing the waterfront greenway could be used for the planning and implementation of bank enhancement as well.

C2 Riparian Corridor Enhancement

Project Description	Lead
Enhance the riparian corridor along the Multnomah Channel/Columbia River for fish and wildlife habitat.	City of St. Helens, Developer

Rationale

Riparian corridor enhancement likely will be the result of compensatory mitigation stemming from in-water and floodplain development, such as a pier, marina, or dock. The riverine environment adjacent to the Veneer property may not support in-water habitat restoration because of steep slopes and high current velocities. However, areas along the Boise White Paper (BWP) property may be an appropriate location for such enhancement and may serve as mitigation for new development at the Veneer property.

Implementation steps/key issues	**Clean Water Act/FEMA regulations:** Development within existing aquatic habitat, wetlands, floodplains, and buffers requires mitigation under the Clean Water Act and under the interim measures identified by NOAA Fisheries (2016 biological opinion on FEMA's administration of the National Flood Insurance Program [NFIP] in Oregon). In April 2016, a biological opinion released by NOAA Fisheries determined that FEMA's NFIP jeopardized ESA-listed species, requiring the development of an interim measure so that FEMA would not be in violation of the ESA. As a result, a new riparian buffer zone was established. It is 170 feet wide measured horizontally from OHW. All development in this Special Flood Hazard Area (SFHA) must be mitigated to achieve no net loss of natural floodplain functions. The SFHA applies to all river subbasins in Oregon that contain ESA-listed anadromous fish. Only construction beginning before September 15, 2016, will be grandfathered in. It is anticipated that all communities covered under the NFIP will be compliant with this policy within two years. **Permitting Requirements:** In-water work of any kind will have to be permitted through the Department of State Lands (DSL) and the Corps through a Joint Permit Application. Depending on the work being done, the ODFW may also be involved. Any loss of habitat due to work permitted by the Corps or under floodplain development code requires mitigation (either on site or off site). **Riparian Corridor Enhancement:** Remove invasive species, restore native plant communities for wildlife enhancement, install large woody debris for fish habitat.
Phasing	**Long term**, likely as the result of in-water development
Outreach needed	Any public or stakeholder outreach likely will be conducted as part of the in-water development project. Outreach to businesses operating along the shore of the BWP property may require some coordination.
Partners	Corps, ODFW, DSL, Developer
Estimated Cost	**Funding Considerations**
TBD	The most likely scenario for in-water work being conducted as the result of development is compensatory mitigation, in which case there are few options for funding. Mitigation banking credits are another alternative to actual in-water work that is supported by the regulating agencies.

C3 Waterfront Greenway Trail /Park Design and Implementation *(South of Columbia View)*

Project Description	Lead
Design and construct a new open space and passive linear park. This new park will be an extension of the first phase of the overall St. Helens greenway, described in Sheet B7. The park should include a flexible open area for events, new shade trees, riverbank vegetation, a trail along the riverbank, connecting trails between the river and The Strand, and integration with the new Tualatin Street extension. Other potential design features include a dog exercise area, river access points for swimming and small watercraft launching, interpretation elements, river viewpoints, art, and benches and other seating. Design of this park and trail should be coordinated with planning for adjacent development parcels. In one option, certain smaller-scale development parcels (which should include significant public spaces) may be arranged east of the extension of The Strand, and trail design should be integrated with public spaces as part of these parcels. Trail alignment in this location may consist of a wide pedestrian promenade along The Strand. An interim phase is now under way, creating public access to the Veneer site through an informal gravel loop path and two pedestrian gates in the fence on the site perimeter. See Waterfront Open Space Phasing Diagram in Exhibit 1 showing: • Ph 1: Columbia View Extension • Ph 2: South of Phase 1, including Tualatin St. end See Project B7: • Ph 3: South of Tualatin St. to trestle trail at south end of trail	City of St Helens

Rationale
A riverfront park and trail is an important public benefit to the community and to the region. With public ownership of the site, there is a strong rationale for reserving a significant portion of the site for parks, open space, and public access.

Implementation steps/key issues	Trail alignment will require close coordination with riverbank shaping and renaturalization. Trail alignment and design must consider potential future design of development parcels and allow for connections to these parcels. Trail alignment must consider floodplain and OHW.
Phasing	Medium to Long term, depending on phase (interim phase is occurring now)
Outreach needed	Significant outreach to the St. Helens community needed for park planning and design
Partners	Private developers
Estimated cost	**Funding Considerations**
$4.2M–$7M	Recreational grant funding sources. Adjacent private development projects can help fund portions of the trail as amenity.

C4 Improve Bluff Habitat

Project Description	Lead
Planting and restoration of the east edge of Nob Hill, as well as the base of the entire bluff, including any portions of the Veneer site to be added to Nature Park, that are not required for parking or redevelopment or that are not buildable because of steep slopes. Precise extents of this habitat may not be known until further study and redevelopment. However, habitat restoration on steep slopes can proceed with confidence. This may also serve as a mitigation bank.	Friends of Nob Hill Nature Park

Rationale

The west edge of the Veneer site can become a visual amenity for future redevelopment and a seamless extension of the Nob Hill natural area. This edge can also serve as a green buffer for blufftop neighbors adjacent to the waterfront.

Implementation steps/key issues	Habitat study and mapping required to understand extents of natural area, including amount of Veneer site that can be dedicated as habitat.
Phasing	Short term and ongoing
Public or stakeholder outreach needed	Yes, with neighbors to the west
Partners	Friends of Nob Hill Nature Park, Scappoose Bay Watershed Council
Estimated Cost	**Funding Considerations**
Low	Grant funding

C5 Tualatin Street Plaza

Project Description	Lead
Build a public plaza (10,000 sf) at the extension of S Tualatin Street, west of the intersection of The Strand Festival street and the extension of S 1st Street. The plaza will be "hardscape" with special pavers, shade trees, and seating. Design of the plaza should recognize the importance of this location as a central gathering space and a placemaking element for the entire waterfront. The design of the plaza should consider the potential to extend the future pier from this location.	City of St. Helens

Rationale

This will serve as a central gathering space for entire waterfront redevelopment, serving as flexible public space

Implementation steps/key issues	Coordinate with design and construction of Tualatin Street and The Strand extension. Plaza design should be coordinated with waterfront greenway park design.
Phasing	Medium to Long Term
Outreach needed	Yes, as part of more detailed design plan for site, include extensive public process
Partners	Private developers of adjacent parcels
Estimated Cost	**Funding Considerations**
$500,000–$700,000	Street construction funding sources

C6 Habitat Enhancement and Exploration of Options for Public Access in Natural Area between Lagoon and Multnomah Channel.

Project Description	Lead
Restore natural area between the White Paper lagoon and Multnomah Channel, between Veneer site and White Paper site, to create riparian edge forest habitat.	City of St. Helens

Rationale

- Natural area will provide potential mitigation bank for Veneer and White Paper site work, as well as other regional projects.
- Area provides visual amenity for future residents/occupants of south end of Veneer property.
- Future trails through the natural area can provide access to river's edge.

Implementation steps/key issues	• Needs further study on existing habitat conditions, including mapping of wetlands, OHW, floodplain, significant trees. • Need further study on potential for mitigation banking for projects elsewhere. • Lagoon filling project may affect natural area; restoration should be included in site planning for lagoon barge landing.
Phasing	Long Term
Outreach needed	Lagoon project and habitat access will require public process to shape design of projects
Partners	County, City of Portland via Lagoon project, Scappoose Bay Watershed Council
Estimated Cost	**Funding Considerations**
Medium	Recreational funding sources Habitat mitigation funding from Lagoon fill project Restoration grant funding

C7 Marina

Project Description	Lead
▪ Construct a marina on the south end of the Veneer property, near the entrance to Frogmore Slough. ▪ The marina would be privately developed, owned, and operated, but at least partly open to the public and available for public use and access. ▪ The marina would focus on day use operations and short- and long-term slip rental.	Private Party and/or Partner-ship

Rationale

- The location at the south end of the Veneer property is well-suited for a marina because it is generally protected from prevailing winds and strong currents.
- A marina would serve a growing regional boating population and market for trips from Portland and other cities on the river.
- A marina would complement river-focused amenities on the Veneer Property, and beyond in St. Helens.

Implementation steps/key issues	• Attract private interest in the project; negotiate terms of partnership and lease of upland and in-water area. • Coordinate approval and support from appropriate state agencies. • Construct marina and facilities.
Phasing	Long Term
Outreach needed	No; unless marina becomes a public project
Partners	Private developer and operator, DSL, Oregon Marine Board
Estimated Cost	**Funding Considerations**
$500,000–$1,000,000	The marina will most likely be constructed by a private party, but could benefit from a public-private partnership to help with improvements in the upland area.

D1 Improve Trail Connection to Nob Hill Nature Park

Project Description	Lead
• Create a connection from the waterfront greenway to existing trails in Nob Hill Nature Park. • Improve the existing trail system in Nature Park and create a more formal viewpoint on the east edge. Add a safety barrier on the clifftop. • Add signage to guide waterfront trail users to Nob Hill trailhead. • As an interim step, add a public gate at the Plymouth Street site entrance to encourage use of this larger trail loop.	City of St. Helens

Rationale

Nob Hill Nature Park is a popular neighborhood open space with spectacular river and mountain views from basalt bluffs studded with oak trees. Connecting the riverfront with this park creates a larger, more diverse open space framework for the waterfront redevelopment and St Helens as a whole.

Implementation steps/key issues	Initial steps include signage and a gate at the end of Plymouth Street. Trail maps posted on the site fence could encourage more use of Nob Hill Park.
Phasing	Short Term
Outreach needed	Coordinate with neighbors and Friends of Nob Hill Nature Park
Partners	Friends of Nob Hill Nature Park, OPHI - HEAL Cities Grant Program
Estimated Cost	**Funding Considerations**
Low	Use general City parks funds

D2 Trail Connection over Restored/Renovated Trestle to South

Project Description	Lead
Extend trail from downtown St. Helens to the south of the Veneer site, providing access to natural areas along Multnomah Channel. This should be a multiuse trail, paved, 8 to 12 feet wide, depending on design. The project will also include restoration of the old rail trestle bridge, or replacement with a new trail bridge if necessary.	City of St. Helens

Rationale

Increase public access to natural areas. Extend recreational amenity of overall riverbank trail into more natural environment.

Implementation steps/key issues	• Tied to lagoon project. • Need to determine structural integrity and reuse potential of trestle. • Need more detailed habitat study of cove under trestle to determine impacts from work on trestle and added public access.
Phasing	Medium/Long Term
Outreach needed	Trail connection has potential to be partial mitigation for any lagoon impacts. Public process should be followed for master planning and design of trail.
Partners	County, City of Portland via Lagoon project
Estimated Cost	**Funding Considerations**
Medium	Recreational funding sources (Oregon Parks & Recreation Trails Program or Local Government Grant Program). The actual materials cost could be quite low, but the cost will increase with permitting and any unforeseen structural problems on the bridge.

D3 Realign and Improve Tualatin Street Stairway

Project Description	Lead
Widen, rebuild existing staircase (which is not currently meeting regulatory standards) and align to new east-west Tualatin Street ROW on Veneer site. Include new signage to guide residents to stairs and add lighting for safety.	City of St. Helens

Rationale

Existing stairway is unsafe, unappealing, and hard to find. Improvements will enhance citywide circulation.

Implementation steps/key issues	Could be tied to 1st Street and Tualatin Street construction. Coordinate with reconstruction or realignment of water pipe that runs adjacent to existing stairs.
Phasing	Short to Medium Term
Outreach needed	Discussion and collaboration with neighbors to west needed
Partners	Friends and Neighbors of River View
Estimated Cost	**Funding Considerations**
Low to Medium	City general fund

D4 Wayfinding Improvements

Project Description	Lead
Initiate a wayfinding master plan for St. Helens to provide directions to major attractions, including new development on the Veneer Site as it occurs. In August 2016, the City received a $40k grant (with a 1 to 1 match requirement) for a total project of $80k. The project scope includes developing a unified branding strategy by working with local economic development partners. In addition to a brand, the grant will fund a wayfinding master plan that recommends signage design, location, and funding strategies.	City of St. Helens

Rationale

There is a perception that Old Town and especially the waterfront are hard to find from Highway 30. A wayfinding program would help promote existing businesses and attractions and provide greater ease of travel for visitors.

Implementation steps/key issues	▪ Determine destinations and locations for wayfinding facilities. ▪ Identify local funding partners to help implement the project.
Phasing	**Short Term**
Outreach needed	Work with SHEDCO and other partners to develop a brand and approach to wayfinding.
Partners	Travel Oregon, SHEDCO, the South Columbia County Chamber of Commerce
Estimated Cost	**Funding Considerations**
TBD	Travel Oregon will provide funding for the planning and design, but the City will need to find funding for implementation of the plan.

D5 Old Portland Road/Gable Road

Project Description	Lead
Two alternative modifications were considered to address issues at the Old Portland Road/Gable Road intersection. Alternative A proposes a significant realignment of the intersection with a new traffic signal with railway intertie. Given the relatively high costs associated with Alternative A, Alternative B proposes improvements to the Old Portland Road/Gable Road intersection and the McNulty Way/Gable Road intersection to encourage motorists to use McNulty Way rather than Old Portland Road to travel between US 30 and the St. Helens Waterfront redevelopment area. *Alternative A: Old Portland Road/Gable Road intersection only* • Realign Old Portland Road to emphasize through movements on Old Portland Road. • Realign Gable Road to intersect with Old Portland Road farther west of the at-grade rail crossing. • Install a traffic signal at the new Old Portland Road/Gable Road intersection with railroad intertie. • Upgrade the existing rail crossing along with the realigned intersection. *Alternative B: Old Portland Road/Gable Road & McNulty Way/Gable Road* These improvements would facilitate traffic flow to the planned signalization improvements at the US 30/Millard Road intersection. In reviewing the alternatives, it should be noted that increasing traffic volumes on McNulty Way may or may not be desirable to the port and could someday trigger the need to provide active traffic-control devices (gates, lights, and audio equipment) at the existing railroad crossing of McNulty Way. • Realign Old Portland Road to intersect with Gable Road farther west of the at-grade rail crossing. • Construction of a left turn lane on the westbound approach to McNulty Way/Gable Road intersection to separate slowed or stopped vehicles turning left onto McNulty Way.	City

Rationale
Gable Road intersects with Old Portland Road at an unsignalized intersection in close proximity to an at-grade railroad crossing of Old Portland Road and Railroad Avenue to the east. The placement of the intersection with respect to the at-grade railroad crossing limits available westbound left-turn storage from Old Portland Road. The Transportation System Plan (TSP) identifies the potential need to reconstruct the Old Portland Road/Gable Road intersection to emphasize through movements on Old Portland Road.

Implementation steps/key issues	• Select a preferred alternative. The city was awarded a $200,000 Transportation Growth Management grant in the 2016–2017 cycle to develop a detailed refinement plan. • Identify the timeframe for implementation. • Determine the funding source. • Implement the project.
Phasing	**Short to Medium Term**
Outreach needed	Yes
Partners	ODOT, ODOT Rail, Portland & Western Railroad
Estimated Cost	**Funding Considerations**

Alt A: $1,600,000–$1,700,000 Alt B: $250,000–$600,000	All Alternatives: • Assumes contractor mobilization costs shared in conjunction with adjacent improvements • Does not include ROW acquisition • Does not include potential utility relocation (if any) • Consider other potential funding sources, including: – ODOT Immediate Opportunity Funding in partnership with Waterfront redevelopment – Connect Oregon

D6 Old Portland Road/Plymouth Improvements

Project Description	Lead
Several alternatives were developed to address issues at the intersection as well as to provide a gateway into the redevelopment area. Each of the alternatives has been designed to accommodate large delivery vehicles (tractor trailer turning movements). *Alternative A: Realign Plymouth Street* This alternative involves realigning Plymouth Street to intersect with Old Portland Road at 13th Street. ▪ Realign Plymouth Street (east) to intersect with Old Portland Road at 13th Street (north). ▪ Realign 13th Street (south) to intersect with Plymouth Street, east of Old Portland Road. ▪ Optional—cul-de-sac 14th Street (north) at Old Portland Road. *Alternative B: Realign Old Portland Road* This alternative involves realigning Old Portland Road to provide continuous flow to Plymouth Street. ▪ Realign the south leg of Old Portland Road to provide continuous flow to Plymouth Street. ▪ Realign the north leg of Old Portland Road to intersect with Plymouth Street at 12th Street. ▪ Abandon the segment of Old Portland Road between Plymouth Street and 12th Street. ▪ Realign 12th Street to intersect with Old Portland Road north of Plymouth Street. ▪ Optional—widen Old Portland Road-Plymouth Street to provided separate left-turn lanes at Plymouth Street (west), 13th Street, and 12th Street. ▪ Optional—disconnect the north leg of 14th Street and realign the south leg to intersect with Old Portland Road at a "T." *Alternative C: Install a Three-leg Roundabout* This alternative involves the installation of a three-leg roundabout as well as realigning Plymouth Street to intersect with Old Portland Road at 13th Street. ▪ Install a three-lane roundabout that connects the north and south legs of Old Portland Road with the west leg of Plymouth Street. ▪ Realign the east leg of Plymouth Street to intersect with Old Portland Road at 13th Street. ▪ Abandon the segment of Plymouth Street between 13th Street and Old Portland Road. ▪ Realign the south leg of 13th Street to intersect with Plymouth Street south of Old Portland Road. *Alternative D: Install a Four-leg Roundabout* This alternative involves the installation of a three-leg and a four-leg roundabout along Old Portland Road as well as realigning 12th Street to intersect with Old Portland Road farther to the west. ▪ Install a three-lane roundabout along Old Portland Road that connects with the west leg of Plymouth Street. ▪ Install a four-lane roundabout along Old Portland Road that connects the north leg of 12th Street with the east leg of Plymouth Street. ▪ Realign 12th Street to intersect with Old Portland Road farther to the west. ▪ Abandon the segment of Plymouth Street between 12th Street and Old Portland Road. *Alternative E: Install a Five-leg Roundabout* This alternative involves the installation of a five-leg roundabout along Old Portland Road at 12th Street. ▪ Install a five-lane roundabout along Old Portland Road that connects the north and south legs of 12th Street and the east leg of Plymouth Street. ▪ Abandon the segment of Plymouth Street between 12th Street and Old Portland Road. ▪ Optional—disconnect the north leg of 14th Street and realign the south leg to intersect with Old Portland Road at a "T." ▪ Optional—combine with Alternative C to provide a three-leg and a five-leg roundabout along Old Portland Road.	City

Rationale
Plymouth Street intersects with Old Portland Road at a skewed angle, at the crest of a vertical curve, and on the inside of a horizontal curve along Old Portland Road. Further, 13th Street and 14th Street intersect Plymouth Street and Old Portland Road in close proximity to the intersection. Sight distance is limited at the westbound approach to the intersection because of the horizontal/vertical curve as well as the closely spaced intersections.

Implementation steps/key issues	▪ Select an alternative. The City was awarded a $200,000 Transportation Growth Management grant in the 2016–2017 cycle to develop a detailed refinement plan. ▪ Identify timeframe for implementation. ▪ Determine funding source. ▪ Implement the project.
Phasing	**Medium to Long Term**
Public or stakeholder outreach needed	Yes
Partners	ODOT, Department of Land Conservation and Development, ODOT Transportation and Growth Management (TGM) Program, potential private partners associated with waterfront redevelopment
Estimated Cost	**Funding Considerations**

Alt A: $320,000
Alt B: $560,000
Alt C: $1,200,000
Alt D: $2,400,000
Alt E: $1,800,000
	All alternatives:
	▪ Assumes mobilization costs shared with adjacent improvements
	▪ Does not include ROW acquisition
	▪ Does not include potential utility relocation (if any)
	▪ Consider other potential funding sources, including:
	  ▪ An Economic Improvement District (EID) established in the waterfront area for the design and construction of the project.
	  ▪ ODOT Immediate Opportunity Funding in partnership with waterfront redevelopment.

D7 Old Portland Road/Millard Road Improvements

Project Description	Lead
Increase the turning radius in the northeast corner of the intersection to accommodate the swept path of large vehicles (trucks) turning from Old Portland Road to Millard Road.	City

Rationale

Old Portland Road intersects with Millard Road at a 60-degree angle. The northeast corner of the intersection could be reconstructed to better accommodate large vehicles completing a southbound right-turn movement from Old Portland Road to Millard Road.

Implementation steps/key issues	▪ Identify the timeframe for implementation ▪ Determine funding source ▪ Implement the project
Phasing	**Short to Medium Term**
Public or stakeholder outreach needed	Yes; informational
Partners	Port of St. Helens
Estimated Cost	**Funding Considerations**
$60,000–$70,000	▪ Assumes contractor mobilization costs shared in conjunction with adjacent improvements. ▪ Does not include ROW acquisition. ▪ Consider potential funding sources such as the local general fund for design and construction of the project.

D8 Plymouth Improvements

Project Description	Lead
Multiple alternative roadway cross sections were developed to accommodate anticipated roadway users within the existing 40-foot ROW as presented below. Each roadway alternative seeks to integrate pedestrian and bicycle traffic. Pedestrian security should be considered in evaluating alternatives that would route pedestrians off the roadway corridor and through the existing park facilities to the north. It should be noted that widening alternatives that increase the available roadway width by removing portions of the steep rock embankments to the north or future reconstruction of the wastewater treatment area may be possible but were not deemed practical in the near term and were not investigated further for this assessment. **Alternative A: Install a Shoulder/Bicycle Lane** Alternative A provides a 12-foot-wide travel lane with shared-lane pavement markings in the eastbound (downhill) direction and a 12-foot-wide travel lane and a 6-foot-wide shoulder/bicycle lane in the westbound (uphill) direction with a 2-foot-wide optional buffer. The overall paved roadway cross section is approximately 32 feet wide. This cross section provides separation between bicyclists and motorists in the westbound (uphill) direction, but requires bicyclists and motorists to share the roadway in the eastbound (downhill) direction. Pedestrians would be directed to use the shoulder/bicycle lane or the trail system in the park on the north side of the roadway. **Alternative B: Install a Shoulder/Bicycle Lane and a Sidewalk** Alternative B provides a 12-foot-wide travel lane with shared-lane pavement markings in the eastbound (downhill) direction and a 12-foot-wide travel lane, a 6-foot-wide bicycle lane with a 2-foot-wide optional buffer, and a 6-foot-wide sidewalk in the westbound (uphill) direction. The overall cross section is approximately 38 feet wide. This cross section provides separation between bicyclists and motorists in the westbound (uphill) direction, but requires bicyclists and motorists to share the roadway in the eastbound (downhill) direction. Pedestrians would be directed to use the sidewalk or the trail system in the park on the north side of the roadway. **Alternative C: Install a Bicycle Lane and a Sidewalk with Landscaping** Alternative C includes a 12-foot-wide travel lane with shared-lane pavement markings in the eastbound (downhill) direction and a 12-foot-wide travel lane, a 6-foot-wide bicycle lane, and a 6-foot-wide sidewalk with a 4-foot-wide landscape strip in the westbound (uphill) direction. The overall cross section is approximately 40 feet wide. This cross section provides separation between bicyclists and motorists in the westbound (uphill) direction, but requires bicyclists and motorists to share the roadway in the eastbound (downhill) direction. Pedestrians would be directed to use the sidewalk or the trail system in the park on the north side of the roadway. **Alternative D: Install Shoulders/Bicycle Lanes (both sides)** Alternative D provides two 12-foot-wide motor vehicle travel lanes and two 6-foot-wide shoulders/bicycle lanes. The overall paved roadway cross section is approximately 36 feet wide. This cross section provides separation between bicyclists and motorists in both directions. Pedestrians would be directed to use the shoulders/bicycle lanes or the trail system in the park on the north side of the roadway. **Alternative E: Install Shoulders/Bicycle Lanes (both sides) with a Sidewalk** Alternative E provides an 11-foot-wide travel lane, a 6-foot-wide bicycle lane, and a 6-foot-wide sidewalk in the westbound (uphill) direction and an 11-foot-wide travel lane and a 6-foot-wide shoulder/bicycle lane in the eastbound (downhill) direction. The overall cross section is approximately 40 feet wide. This cross section provides separation between bicyclists and motorists in both directions. Pedestrians would be directed to use the sidewalk or the trail system in the park on the north side of the roadway and the shoulder/bicycle lane on the south side of the roadway.	City

Alternative F: Install a Shared-use Path Alternative F provides a 12-foot–wide travel lane in the eastbound (downhill) direction and a 12-foot-wide travel lane, a 6-foot-wide landscape strip, and a 10-foot-wide shared-use path in the westbound (uphill) direction. The overall cross section is approximately 40 feet. This cross section provides a separate path along the north side of the roadway. The 6-foot-wide landscape strip allows for some flexibility in the overall cross section width in areas where the available ROW or buildable area may be limited.	

Rationale

The segment of S 6th Street located between Plymouth Street and the former Veneer site is relatively narrow because of embankments on the north and south sides of the roadway as well as the wastewater treatment area and associated facilities on the south side of the roadway. Field measurements suggest that the most constrained area (narrowest) offers approximately 40 feet of continuous ROW along the roadway that must accommodate a mix of potential transportation system users. Increased pedestrian and bicycle activity is anticipated along the roadway corridor as the former Veneer site redevelops and connectivity with the downtown area is improved.

Implementation steps/key issues	▪ Select a preferred alternative ▪ Identify the timeframe for implementation ▪ Determine the funding source ▪ Implement the project
Phasing	**Short to Medium Term**
Outreach needed	Yes
Partners	ODOT, potential private partners associated with waterfront redevelopment
Estimated Cost	**Funding Considerations**

Alt A: $135,000
Alt B: $275,000
Alt C: $245,000
Alt D: $195,000
Alt E: $305,000
Alt F: $345,000
	All Alternatives:
	▪ Does not include ROW acquisition.
	▪ Does not include potential utility relocation (if any).
	▪ Consider other potential funding sources, including:
	  ▪ An EID established in the waterfront area for the design and construction of the project.
	  ▪ Congestion Mitigation and Air Quality Program for projects that include bike lanes or bicycle/pedestrian paths.
	  ▪ ODOT Immediate Opportunity Funding in partnership with Waterfront redevelopment.

D9 Plymouth Street/6th Street Improvements

Project Description	Lead
▪ Install a STOP sign at the southbound approach to the intersection. ▪ Install a Curve Symbol sign with Speed Rider sign (suggested travel speed) at the eastbound approach to the intersection.	City

Rationale

Sixth Street intersects with Plymouth Street at the crest of a vertical curve and on the outside of a horizontal curve along Plymouth Street. There is currently no stop sign at the southbound approach to the intersection or warning signs at the eastbound approach to alert motorists of the horizontal/vertical curve.

Implementation steps/key issues	▪ Identify the timeframe for implementation ▪ Determine funding source ▪ Prioritize in Transportation System Plan
Phasing	**Short Term**
Outreach needed	No
Partners	Public Works
Estimated Cost	**Funding Considerations**
$1,500–$2,000	▪ Assumes contractor mobilization costs shared in conjunction with adjacent improvements. ▪ Consider potential funding sources such as the local general fund for design and construction of the project.

APPENDIX B

BWP PROPERTY DEVELOPABLE PARCEL SCORE TABLE

BWP Property Developable Parcel Score Table

Taxlot	Wetland	Flood	Riparian	Contamination	Distance to Water Utilities	Distance to Sanitary Sewer Utilities	Distance to Stormwater Utilities	Distance to HWY 30	Acreage	Owned by the City	Vacant	Underutilized	TOTAL SCORE
4N1W 1000 200	0	0	0	1	1	2	2	1	2	1	0	1	11
4N1W 1000 200	0	0	0	1	0	2	1	0	2	1	0	1	8
4N1W 1700 100	0	0	1	1	2	2	2	1	2	0	0	1	12
4N1W 300 400	0	1	0	1	2	2	2	1	1	0	1	0	11
4N1W 300 500	1	0	0	1	1	2	1	0	1	1	1	0	9
4N1W 4C0 2000	1	1	1	1	2	0	0	2	0	0	0	1	9
4N1W 4C0 2001	1	1	1	1	2	0	0	2	0	0	1	0	9
4N1W 4C0 904	1	1	1	1	2	1	2	2	1	0	1	0	13
4N1W 4CB 7901	1	1	1	1	2	0	0	2	0	0	1	0	9
4N1W 4CB 8000	1	1	1	1	2	0	0	2	0	0	1	0	9
4N1W 4CB 8300	1	1	1	1	2	0	0	2	0	0	1	0	9
4N1W 4CB 8400	1	1	1	1	2	0	0	2	0	0	1	0	9
4N1W 4CC 1100	1	1	1	1	2	1	2	2	0	0	1	0	12
4N1W 4CC 200	1	1	1	1	2	1	1	2	1	0	1	0	12
4N1W 4CC 500	1	1	1	1	2	1	1	2	0	0	1	0	11
4N1W 4CC 600	1	1	1	1	2	1	1	2	0	0	1	0	11
4N1W 4CC 800	1	1	1	1	1	1	1	2	0	0	1	0	10
4N1W 4DD 10800	0	1	1	1	2	2	2	1	0	1	1	0	12
4N1W 4DD 10800	0	1	1	1	2	2	1	1	0	1	1	0	11
4N1W 4DD 11300	0	1	0	1	2	2	2	1	1	1	1	0	12
4N1W 5DD 3700	1	1	1	1	2	2	2	2	0	0	1	0	13
4N1W 800 307	0	1	1	1	2	2	2	2	1	0	1	0	13
4N1W 8A1 300	1	1	1	1	2	2	1	2	2	0	1	0	14
4N1W 8A1 400	1	1	1	1	1	1	1	2	0	0	1	0	10
4N1W 8AA 501	1	1	1	1	1	2	2	2	0	0	1	0	12
4N1W 8AA 600	1	1	1	1	2	2	2	2	0	0	1	0	13
4N1W 8AD 1300	1	1	1	1	2	2	2	2	0	0	1	0	13
4N1W 8AD 1401	1	1	1	1	2	2	1	2	0	0	1	0	12
4N1W 8AD 1600	0	1	1	1	2	2	2	2	0	0	1	0	12
4N1W 8AD 200	1	1	1	1	2	2	1	2	0	0	1	0	12
4N1W 8D0 100	1	1	0	1	2	2	1	1	1	0	1	0	11
4N1W 8DB 300	0	1	1	1	1	2	1	2	0	0	1	0	10
4N1W 900 100	0	0	0	0	2	1	1	1	2	1	1	0	9
4N1W 900 100	1	0	1	0	0	0	0	0	2	1	0	1	6
4N1W 900 200	0	0	0	1	2	1	0	0	2	1	1	0	8
4N1W 900 200	0	0	1	1	1	0	0	1	1	0	1	0	6
4N1W 900 400	1	0	1	1	2	1	0	1	0	0	0	1	8
4N1W 9AA 100	0	0	0	1	2	1	2	1	2	1	1	0	11
4N1W 9AA 1200	1	1	1	1	2	0	0	1	0	0	1	0	8
4N1W 9AA 2300	1	1	1	1	2	1	0	1	0	1	1	0	10
4N1W 9AB 1000	1	1	1	1	1	2	1	1	0	0	1	0	10
4N1W 9AB 1100	1	1	1	1	1	2	1	1	0	0	0	1	10
4N1W 9AB 1101	1	1	1	1	1	2	1	1	0	0	1	0	10
4N1W 9AB 1200	1	1	1	1	1	2	1	1	0	0	1	0	10

BWP Property Developable Parcel Score Table

4N1W 9AB 1400	1	1	1	1	2	2	2	1	0	1	1	0	13
4N1W 9AB 1500	0	1	1	1	2	2	1	1	0	1	1	0	11
4N1W 9AB 901	1	1	1	1	1	2	1	1	0	0	1	0	10
4N1W 9B0 600	1	1	1	1	2	2	2	2	0	0	0	1	13
4N1W 9B0 700	1	1	1	1	2	2	2	2	0	0	1	0	13
4N1W 9BA 700	1	1	1	1	1	2	1	1	0	0	1	0	10
4N1W 9BA 800	1	1	1	1	1	1	1	1	0	0	1	0	9
4N1W 9BA 900	1	1	1	1	1	1	1	1	0	0	1	0	9
4N1W 9BD 100	1	1	1	1	1	1	0	1	0	0	1	0	8
4N1W 9BD 1000	1	1	0	1	2	0	0	1	0	0	1	0	7
4N1W 9BD 1100	1	1	1	1	2	0	0	1	0	0	1	0	8
4N1W 9BD 1200	0	1	1	1	2	1	0	1	0	0	1	0	8
4N1W 9BD 200	1	1	1	1	1	1	0	1	0	0	1	0	8
4N1W 9BD 2100	1	1	1	1	1	0	0	1	0	0	1	0	7
4N1W 9BD 400	1	1	1	1	1	0	0	1	0	0	1	0	7
4N1W 9BD 500	1	1	1	1	1	1	0	1	0	0	1	0	8
4N1W 9BD 700	0	1	1	1	2	1	0	1	0	0	1	0	8
4N1W 9BD 701	1	1	1	1	2	1	0	1	0	0	1	0	9
4N1W 9BD 800	1	1	1	1	1	0	0	1	0	0	1	0	7
4N1W 9BD 900	1	1	1	1	1	0	0	1	0	0	1	0	7

APPENDIX C
ALTERNATIVE DEVELOPMENT APPROACHES

ECONorthwest
ECONOMICS • FINANCE • PLANNING

DATE: November 17, 2016
TO: John Walsh, City of St. Helens
FROM: Lorelei Juntunen, Emily Picha, and Andrea Pastor
SUBJECT: APPENDIX C: ALTERNATIVE DEVELOPMENT APPROACHES

The City's role is to make investments in the site that support private investment in new mixed-use development that aligns with the goals of the Framework Plan. There are several ways that the City can engage with a developer. This section provides a guide for the City so that it can consider alternative strategies, including the pros and cons of various approaches.

Key Terms

Ground Lease	An agreement in which a tenant is permitted to develop a piece of property during the lease period, after which the land and all improvements are turned over to the property owner.
Master Developer	The party responsible for the planned development of land and infrastructure. This would include, but is not limited to, infrastructure and utilities planning, site preparation, environmental engineering and remediation, the identification of users, and the potential building of product for tenants. The master developer is responsible for managing the development and disposition of sites from planning refinement to final buildout, overseeing site preparation and infrastructure development, financing, marketing and asset management.
Horizontal Development	Also known as a land development, this type of development involves initial site prep and grading that prepares a site for vertical development. Some developers specialize in horizontal development, while others do both the horizontal and vertical development on a site.

City Acts as Master Developer

In this approach, the City would provide the oversight and management of development of the property, build all of the necessary infrastructure, and sell (or otherwise dispose of) development parcels to private developers. The City would effectively function as a horizontal developer overseeing responsibilities that could include land use planning, design and construction of horizontal backbone infrastructure, mass grading and rough grading, and marketing. The City would then oversee disposition of parcels to vertical developers on a phased basis.

Development of a project of this size, variety of uses, intensity, and dollar value would require a significant level of experience and management. As horizontal land developer, the City would need to acquire the resources necessary to administer and direct the implementation of any business and operational plan for the project. Outsourcing technical advice, and development and project management support could involve the City hiring a development advisor to provide advice. Compensation of the development advisory firm could either be commission-based, fee-based, or a combination of these two.

The scope of the City's involvement would be equivalent to that of any other horizontal master developer. The City would be required to provide financing for its horizontal improvements which could be done on a phased basis (grading and infrastructure) and enter into transactions or agreements that would ensure construction of horizontal improvements necessary to support development. The City would offset these costs through a combination of capturing tax increment from taxable vertical development within the urban renewal area portion of the site as well as proceeds from land sales to private developers. The City could select vertical developers through outright sale of planned phases or through a request for qualifications process and subsequent development disposition agreement. If

the City sells parcels outright, it will be important to ensure that zoning code is fully updated to ensure that development meets public goals, rather than relying upon a negotiated development agreement. This is a critical consideration for the City as it evaluates the pros and cons of this approach.

Solicit Master Developer(s)/Ground Lease

In this alternative, the City would maintain property ownership but would market and ground lease the entire property or significant portions of the property to potential master developers (who would need to collaborate on elements such as transportation connections). The master developer(s) might be horizontal developers or horizontal/vertical developers. The master developer(s) would enter into a DDA with the City that would spell out the binding performance obligations of the developer(s).

By maintaining ownership of the underlying land, the City would continue to receive revenues over the term of the lease. Ground leases typically are for no less than 50 years and most often have extensions that run up to 100 years, with periodic lease rate resets to reflect changes in market conditions. There are a number of ways to structure lease payments. The City could use lease revenues to fund any continuing infrastructure or management obligations associated with the site.

Solicit Master Developer/Negotiate Disposition and Development Agreement (DDA)

The intent of this alternative is to make portions of the entire site available to a master developer through a DDA that spells out performance obligations by the City and the master developer. If the City does not sell the whole parcel, remaining future phases would be sold based on actual developer performance in previous phases. This would allow the City to benefit from increases in the appraised/market value of each successive phase, and would not obligate the City to sell all or most of the land if the master developer's performance is not satisfactory. Once the City enters into a negotiation with a developer, the partners will determine who will pay for which infrastructure improvements.

Exhibit 1 summarizes each of the land disposition options that have been presented in the above narrative. In addition to the summary of each option, the table also includes an assessment of the project roles, revenue, benefits, risks, implementation, and community acceptance aspects of each option, and allows for an easy comparison between each of the options that have been presented.

Exhibit 1. Possible Disposition Options

	City acts as Master infrastructure developer, Sells Individual Parcels	City Secures Master Developer, Ground Leases Parcel	City Secures Master Developer / Negotiate DDA
Description	City would provide the oversight and management of development on the property	City would maintain property ownership but would market the entire property to potential master developers and offer a ground lease as part of the terms of potential development	Secure developer(s) for the entire and negotiate development agreement
Benefits	▪ City has more influence over project momentum; provide orderly approach to planning/development; can adjust land costs to enable development ▪ Open possibilities for smaller scale developers ▪ Early successful development can accelerate property tax and other city revenues as well as assist with infrastructure funding ▪ Development produces property tax, franchise fees, permit fees	▪ Preserves City land ownership and provides ongoing revenue stream ▪ Potential to structure leases that further increase revenues as well as own improvements over period of time ▪ Lowers land cost at front end for developers ▪ Potential to vary ground lease rates to encourage preferred development ▪ Development produces property tax, franchise fees, permit fees	▪ A common approach; many developers are comfortable with the approach. ▪ DDA negotiations lead to legal agreements that ensure that development will achieve public goals ▪ Developer performance triggers future sales ▪ Infrastructure phased in with development ▪ Development produces property tax, franchise fees, permit fees
Risks/ Drawbacks	▪ City has ongoing operating costs and shares in capital costs ▪ Expensive and time consuming to solicit bids for vertical development ▪ Would need multiple developers, given site size and varied product types ▪ Less flexibility to reduce infra. costs (i.e. prevailing wage requirements) ▪ More public /political process for actual development ▪ Shift in City mindset to a "revenue-generating" mentality ▪ Limit on the ability to establish a special entity to limit City liability	▪ Given market conditions, the value of a ground lease may provide very limited income to the City. ▪ Expensive and time consuming to solicit bids ▪ City has ongoing operating costs ▪ May need multiple developers, given site size and varied product types ▪ Developer interest and private financing may be more limited with ground leases ▪ Adequacy of any proposed Urban Renewal District needs to be evaluated-- could require modifications to ensure adequate resources to incentivize needed private investments ▪ Master lease not suitable for condos	▪ Expensive and time consuming to solicit bids ▪ May need multiple developers, given site size and varied product types
Examples	Tualatin Commons	Lane County 5Th Street Market deal	Riverplace (Portland)

APPENDIX D
FUNDING TOOLS

ECONorthwest
ECONOMICS • FINANCE • PLANNING

DATE: September 6, 2016
TO: John Walsh, City of St. Helens
FROM: Lorelei Juntunen, Emily Picha, and Andrea Pastor
SUBJECT: APPENDIX D: ST HELENS FUNDING DICTIONARY

The St. Helens Waterfront Framework Plan project recommends a variety of infrastructure and open space improvements to support redevelopment of the Veneer site as well as additional amenities and programs in the broader Riverfront District to attract visitors, businesses, and residents to the area. To implement the plan, the City will need to draw from a variety of funding sources over time, as the City alone cannot fund all improvements in a timely manner. To explore ways to fill funding gaps, this memo provides a starting place for the City to explore potential funding tools.

Exhibit 1 shows cost estimate ranges for each of the major physical cost categories associated with development in Phase 1 (north of Tualatin Street) and Phase 2 (South of Tualatin Street). There are additional costs not included in these numbers, including site remediation, pedestrian/bike connections to this area, and habitat restoration.

Exhibit 1. Cost Estimates

	Phase 1		Phase 2		Total - Low	Total - High
	Low	High	Low	High		
Site Prep	$300,000	$400,000	$200,000	$300,000	$500,000	$700,000
Utilities	$1,100,000	$1,600,000	$700,000	$1,200,000	$1,800,000	$2,800,000
Open Space	$800,000	$1,400,000	$4,700,000	$7,700,000	$5,500,000	$9,100,000
Roads	$1,400,000	$1,600,000	$800,000	$900,000	$2,200,000	$2,500,000
Bank Enhancement	$400,000	$500,000	$400,000	$500,000	$800,000	$1,000,000
Offsite Roads	$0	$0	$700,000	$3,600,000	$700,000	$3,600,000
Habitat and Riparian Corridor Enhancement	TBD	TBD	TBD	TBD	TBD	TBD
Site Remediation	TBD	TBD	TBD	TBD	TBD	TBD
Pedestrian/Bike Connections to Site	TBD	TBD	TBD	TBD	TBD	TBD
Development Incentives	TBD	TBD	TBD	TBD	TBD	TBD
Known Costs Total	**$4,000,000**	**$5,500,000**	**$7,500,000**	**$14,200,000**	**$11,500,000**	**$19,700,000**

The Implementation Plan identifies specific steps the City can take to overcome financing gaps and attract desired development in the study area. While we have undertaken an evaluation of funding tools based on our own understanding of the site's infrastructure needs, the City's financial situation, and our professional judgement, the City must undergo an internal process to evaluate which of these tools merit further consideration and work with its bond council and financial advisors before issuing debt.

Criteria

We suggest that the City use the following criteria when evaluating these tools:

1. **Economic feasibility.** This category covers everything related to creating and maintaining net revenues. We break feasibility into four subcategories: (1) revenue-generating capacity, (2) administrative costs, (3) revenue stability, and (4) revenue flexibility:
    a. **Revenue-generating capacity** considers how much money the source can generate.
    b. **Administrative cost** considers the portion of gross revenues that will be spent on administration. The easier it is to administer the tax or fee, the more of the gross revenue collected that will be available as net revenue for transportation projects and programs in the corridor.
    c. **Revenue stability and predictability** considers whether the source is likely to avoid large fluctuations each year and whether the source is likely to be close to the forecasts analysts might make.
    d. **Revenue flexibility** considers limitations on the types of projects that can be funded with a given source. A funding source may be a little less useful to jurisdictions if its use is limited to certain types of projects.
2. **Political acceptability.** Will stakeholders accept or support the tool? Political acceptability considers whether elected officials and the public at large are likely to support the funding source. This depends to a large extent on the efficiency components described above: if a revenue source is legal, efficient, and fair, then it should get political support from the public, advisory groups, and decision makers. For this analysis, we evaluate whether a source is politically acceptable using two approaches: (1) is the source widely used elsewhere in Oregon? And (2) does the source collect revenue mostly from non-locals (as opposed to local residents)?
3. **Fairness.** In the context of transportation funding, the key question related to fairness is "who pays?" A standard definition of fairness in public finance is that the charges that fund the transportation system are tied to the users who receive benefits from (or impose costs on) the transportation system. Fairness may also be referred to as equity.
4. **Legality.** All the benefits of a funding source are moot if the source is not legal or cannot become legal within the desired timeframe. If the source is currently prohibited by State statute, then there is a very big administrative hurdle to be surmounted up front.

Using the above criteria, ECONorthwest narrowed the range of potential funding tools to a list summarized Exhibit 2. More detail will be provided later in this memorandum. The tools outlined below are grouped into the following funding categories:

- Local Funding – Development Driven
- Local Funding – Publicly Generated
- Federal/State/Foundation Dollars
- Tax Abatements and Credits
- Other – There are number of projects and funding sources that are particular to St. Helens, such as the repurposing of the lagoon and any future timber sales that may be more appropriate for Phase 2.

Exhibit 2. Public Toolkit

Potential Applications	Local Funding – Dev't Driven			Local Funding – Public			Fed/Regional/State/ Foundation				Credits/ Abatements					
	LID	BID	Sole-Source SDCs	Urban Renewal	GO Bond / General Fund	Fees/Enterprise Fund	State Grants/ Loans	Section 108/CDBG	Philanthropy	Discretionary Fed Grants	VHTC/MU Exempt	LIHTC	NMTC	HTC's	EB-5	Other Incentives
Gap financing for redevelopment projects, such as, commercial, mixed-use or infill housing developments				■		■	■	■	■		■	■	■	■	■	
Storefront improvement programs				■	■		■	■								
Streetscape improvements, including new lighting, trees, wayfinding and sidewalks	■	■	■	■	■	■	■	■	■							
Transportation enhancements, including off-site intersection improvements	■		■	■		■	■	■		■						
Parks and open spaces	■		■	■	■	■	■	■	■	■						

Local Funding – Development Driven

Local Improvement District (LID)

How It Works	A special assessment district where property owners are assessed a fee to pay for capital improvements, such as streetscape enhancements, underground utilities, or shared open space. LIDs must be supported by a majority of affected property owners. The City of St. Helens does not currently have any local improvement districts.
Fund Sources	LID bonds are backed by revenue committed by property owners (which can be public or private).
Benefits	• Organizes property owners around a common goal. • Allow property owners to make payments over time to bring about improvements quickly that benefit them individually. • Improvements within smaller areas can enhance catalytic and redevelopment value of the area. • LIDs can be bundled with other resources such as TIF.
Drawbacks	• Setting up fair LID payments for various property owners, who are located different distances from the improvement, is challenging. • Some lenders insist that LIDs be paid off when properties are transferred. • Small geographic areas may not have sufficient LID revenues to support bonds for the desired improvement.

Economic Improvement District (EID) / Business Improvement District (BID)

How It Works	An EID is a funding mechanism designed to enable a community to fulfill its commercial revitalization goals and plans; and is established as an assessment to property owners for use in promoting and improving the defined business district. A BID is a funding mechanism designed to enable a community to fulfill its commercial revitalization goals and plans; and is established as an assessment (surcharge on business licenses) to business owners for use in promoting and improving the defined business district. There have been no efforts to create a BID in St. Helens.
Fund Sources	EID (property owners), BID (Business Owners)
Benefits	• Flexible source of funding that organizes property owners around a common goal. • Allows property owners to make payments over time to bring about improvements quickly that benefit them individually. • Improvements within smaller areas can enhance catalytic and redevelopment value of the area. • Like LID's, can be bundled with other resources such as TIF. • A BID can be renewed indefinitely, but an EID has a term limit of 5 years.
Drawbacks	• Can be disestablished with property or business owner petition. • Does not fund capital improvements.

Sole Source Systems Development Charges

How It Works	Retains SDCs paid by developers within the limited geographic area that directly benefits from new development, rather than being available for use city-wide.
Fund Sources	SDC funds.
Benefits	• Enables SDC eligible improvements within the area that generates those funds to keep them for these improvements. • Improvements within smaller areas, which can enhance the catalytic and redevelopment value of the area. • Can be blended with other resources such as LIDs and TIF.
Drawbacks	• Reduces resources for SDC-funded projects in a broader geography.

Local Funding – Public / Increased Fees

Urban Renewal / Tax Increment Finance (TIF)

How It Works	Tax increment finance revenues are generated by the increase in total assessed value in an urban renewal district from the time the district is first established. As property values increase in the district, the increase in total property taxes (i.e., city, county, school portions) is used to pay off the bonds. When the bonds are paid off the entire valuation is returned to the general property tax rolls. Urban renewal funds can be invested in the form of low interest loans and/or grants for a variety of capital investments: • Redevelopment projects, such as mixed-use or infill housing developments. • Economic development strategies, such as capital improvement loans for small or start up businesses which can be linked to family-wage jobs. • Streetscape improvements, including new lighting, trees and sidewalks. • Land assembly for public as well as private re-use. • Transportation enhancements, including intersection improvements. • Historic preservation projects. • Parks and open spaces. To date there has been no URA adopted in St. Helens.
Fund Sources	Local taxing jurisdictions' permanent rate property tax impacts.
Benefits	• Over the long term (most districts are established for a period of 20 or more years), the district could produce significant revenues for capital projects. • TIF can be used to help pay for infrastructure improvements (including parking garages), and provide loans/grants for adaptive re-use and new development. • Among the most flexible incentives. • Option exists to have a single project-based TIF district.
Drawbacks	• Defers property tax accumulation by the city and county until the urban renewal district expires or pays off bonds. • Due to the sometimes slow or indirect nature of property tax growth in relation to targeted projects, urban renewal can often take five or more years to produce meaningful levels of revenue resulting in loss of project alignment. • Complex process requires extensive public involvement and community support, especially from other taxing jurisdictions. The City would need to explore options with county officials and elected leadership, tracking legislative changes in urban renewal law, and meeting with adjacent jurisdictions and overlapping taxing entities. • Use of urban renewal can be politically contentious because of its impact on funds available to overlapping taxing districts, and because of the perception that the school districts are adversely impacted. • Investing over $750,000 in TIF directly into a new or rehab private project triggers prevailing wage requirements, which can increase overall project costs by 10 – 20%.

General Fund and General Obligation (GO) Bonds

How It Works	City can use general fund monies on hand or can issue bonds backed by the full faith and credit of the city to pay for desired public improvements. As of 2016, For every increase of $0.10 for the tax rate (10 cents per $1,000 in value), the City would generate $87,000 per year. Assuming a 20 year amortization period, 3% interest rate, 1% finance costs and a coverage ratio of 1, borrowing capacity for every $0.10 is around $1.3 million.
Fund Sources	Property taxes are increased to pay back the GO bonds.
Benefits	• Community can implement public projects that can in turn catalyze other development (e.g. parking garage, transportation improvements…).
Drawbacks	• Requires public vote, which takes time and money. • Raises property owner taxes. • Lending of Credit provision prohibits City from contributing to private sector projects.

St. Helens Transient Room Tax

How It Works	The City of St. Helens collects a 7% transient occupancy tax that generates about $100,000 annually. The money is earmarked specifically for tourism related projects. Source: City of St. Helens Budget 2016-17 http://www.ci.st-helens.or.us/sites/default/files/fileattachments/finance/page/256/adopted_fy_16-17_budget.pdf
Fund Sources	Overnight visitors
Benefits	• Provides a good nexus between the visitors who use facilities and the sources needed to help fund those facilities. • Overall receipts have broader uses, including tourism-related facilities.
Drawbacks	• Limited political ability to bond against the proceeds. • Grants are limited to tourism promotion and are competitive. • This is likely tool that will be limited to programs like wayfinding and branding.

Fees or Other Dedicated Revenue

How It Works	Many cities have collected user fees for services that they direct into enterprise funds that provide dedicated revenue to fund specific projects. Examples of those types of funds can include parking revenue funds, stormwater/sewer fees, street fees, etc. The St. Helens 2016-17 Budget mentions the possibility of instituting a street fee or local gas tax to offset the shrinking street fund revenue generated by the state gas tax.
Fund Sources	Residents and businesses
Benefits	• Allows for new revenue streams into the City. • Many developers support fee-in-lieu programs if they allow them to receive the same parking allocation for less money than it would cost to build and manage the space.
Drawbacks	• Political challenges of introducing new fees or increasing existing fees that are directed toward specific funding objectives, unless those objectives are widely supported.

Low-interest Loans, Grants, and Land Disposition

Community Development Block Grants (CDBG) and Section 108

How It Works	Community Development Block Grants provide communities with resources to address a wide range of community development needs, including infrastructure improvements, housing and commercial rehab loans and grants as well as other benefits targeted to low- and moderate-income persons. HUD Section 108 is one mechanism that increases the capacity of block grants to assist with economic development projects, by enabling a community to borrow up to 5 times its annual CDBG allocation. Columbia County has an existing block grant available to St Helens for housing rehabilitation. The City has previously used the grants for transitional housing, but does not currently have any open grants.
Fund Sources	Federal HUD funds
Benefits	• Funds are fairly flexible in application. • Program has been run since 1974, and is seen as being fairly reliable. • Section 108 enables a larger amount of very low interest-rate-subordinate funding for eligible projects.
Drawbacks	• Competitive process to secure loans/grants for individual projects. • Administration and projects must meet federal guidelines such as Davis Bacon construction requirements. • Amount of federal funding for CDBG has been diminishing over the past few years.

State Grants/Loans

How It Works	There are several grant programs that help to pay for pedestrian and bicycle improvements, including crosswalks, bike lane striping, and pedestrian crossing islands. Local governments must often match grant funding. • **ConnectOregon**. ConnectOregon focuses on improving connections and supporting local economies throughout the state. Dedicated to non-highway projects, ConnectOregon has funded more than 130 marine/ports, aviation, public transit, and rail projects around the state. Projects are eligible for grants up to 70 percent of costs. A minimum 30 percent cash match is required. For ConnectOregon V, bicycle/pedestrian projects were also eligible to compete for funds. Eligible State program webpage: http://www.oregon.gov/ODOT/TD/TP/pages/connector.aspx • **Main Street Revitalization Grant.** Established by House Bill 3526 in 2015, this grant program will award $2.5 million in lottery funds to participants in Oregon Main Street Network. As of summer 2016, the State Parks and Recreation Department is accepting comments on proposed rule changes for the grant. The goals for the grant will be to "adopt formula for awarding grants; give priority to proposals in traditionally underserved communities; develop criteria to determine eligibility of grant applicants and proposed projects; provide assistance and monitoring for grant recipients; and develop rules to implement grant program."[1] As of 2016, the City of St. Helens was an "Exploring" community under the state Main Street framework. Grant information on the new rules is available at: http://www.oregon.gov/oprd/RULES/Pages/Rulemaking Notices.aspx • **State of Oregon Parks and Recreation Grants.** Applicable state grants include the lottery-funded local government grants, recreational trails grants, land and conservation fund grants. State program webpage: http://www.oregon.gov/OPRD/GRANTS/pages/index.aspx • **Statewide Transportation Improvement Program.** The Statewide Transportation Improvement Program, known as the STIP, is Oregon's four-year transportation capital improvement program. It is the document that identifies the funding for, and scheduling of, transportation projects and programs. The application process requires an enthusiastic champion for the project. Applications are reviewed, prioritized and ranked by ODOT. STIP will be divided into two broad categories: Fix-It and Enhance. In 2010, the city used STIP funds to help pay for improvements along Columbia Blvd. State program webpage: http://www.oregon.gov/ODOT/TD/STIP/Pages/about.aspx

[1] Staff Measure Summary, HB 3526://olis.leg.state.or.us/liz/2015R1/Downloads/MeasureAnalysisDocument/32410

	• **Oregon Transportation Infrastructure Bank.** The Bank is a low-interest revolving loan fund that can help to pay for transportation capital projects. These low-interest loans can be repaid with TIF, general fund, or local improvement district revenues. They provide up front monies (planning, engineering) as well as implementation funds which means cities don't need to wait for TIF build up. Need to make sure there will be a city repayment source. State program webpage: http://www.oregon.gov/ODOT/CS/FS/pages/otib.aspx • **ODOT immediate Opportunity Fund.** This fund supports economic development by providing road improvements where they will assure job development opportunities. The fund may be used only when other sources of funding are unavailable, and is restricted to job retention and committed job creation opportunities. To be eligible, a project must require an immediate commitment of road construction funds to address an actual transportation problem. The applicant must show that the location decision of a firm or development depends on those transportation improvements, and the jobs created by the development must be "primary" jobs such as manufacturing, production, warehousing, distribution or others that support the development of one of the state's strategic industries. State program website: https://www.oregon.gov/ODOT/TD/EA/reports/IOF_PolicyGuidelines.pdf • **US DOT Transportation Investment Generating Economic Recovery (TIGER) Grant.** This fund is awarded on a competitive basis to projects that have a significant impact on a metropolitan area or region. The minimum grant award is $5 million for urban areas. Particularly focused on funding multijurisdictional projects. Recipients of TIGER grant funds include capital projects that better connected people to jobs, removed physical barriers to access, and strengthened communities through neighborhood redevelopment. More information is available at: https://www.transportation.gov/sites/dot.gov/files/docs/2016%20TIGER%20NOFO%20FR.pdf • **Transportation and Growth Management Grants (TGM).** The TGM program supports community efforts to expand transportation choices for people. By linking land use and transportation planning, TGM works in partnership with local governments to create vibrant, livable places in which people can walk, bike, take transit or drive where they want to go. TGM is partnership between ODOT and DLCD. The program receives support from the State of Oregon and the Federal Highway Administration of the U.S. Department of Transportation. TGM grants are awarded on an annual basis in two categories: transportation system planning and integrated land use & transportation planning. St. Helens was a recipient of the TGM grant in 2016 for a Refinement Plan for the transportation route from US 30 to the Waterfront Redevelopment Project. More information can be found at: https://www.oregon.gov/LCD/TGM/pages/grants.aspx • **All Roads Transportation Safety Program.** ODOT's All Roads Transportation Safety (ARTS) Program is the Oregon program that disburses federal funds from the Highway Safety Improvement Program (HSIP). This program uses a data-driven approach that uses crash data, risk factors, and other supported methods to identify the best possible locations to achieve the greatest benefits. The program funds projects both at specific frequent crash sites, and larger systematic stretches. Local jurisdictions may submit proposals for additional local projects that may not make the initial draft list of identified projects. The HSIP program now pre-empts the earlier set-aside funds for the High Risk Rural Road program, but obligates states to devote money to such roads if fatality or injury rates increase. Workforce development, training, and education activities are also an eligible use of HSIP funds. More information about the ARTS program can be found at: https://www.oregon.gov/ODOT/HWY/TRAFFIC-ROADWAY/Pages/ARTS.aspx. • **Congestion Mitigation and Air Quality (CMAQ).** The CMAQ program is a federally-funded program designed to improve air quality and mitigate congestion. The CMAQ program provides a flexible funding source to State and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act. The CMAQ program can fund Active Transportation projects such as bike lanes or bicycle/pedestrian paths, several types of transit improvements, and a variety of other congestion reduction, traffic flow and emissions reduction projects. Funding is available to improve air quality and reduce traffic congestion in areas that do not meet the National Ambient Air Quality Standards (NAAQS) for ozone, carbon monoxide levels or particulate matter ("nonattainment" areas) or have recently become compliant ("maintenance" areas). FHWA recently indicated that this general rule does not apply to alternative fuel infrastructure, such as electric vehicles and natural gas. Funds for alternative fuel infrastructure can be spent anywhere in the state. Additional information on the program is available on the website at: https://www.oregon.gov/ODOT/TD/AT/Pages/CMAQ.aspx. **Blue Zones Project.** The Blue Zones Project is an initiative of the Cambia Health Foundation, dedicated to helping communities facilitate residents' healthy lifestyle choices. In support of Oregon's Healthiest State initiative the Blue Zones Project brings community stakeholders together to inspire and support positive, sustainable changes to policy and the built-environment. The city of Klamath Falls is the first Blue Zones Demonstration in Oregon. More information may be found at: http://www.bluezonesoregon.com/
Sources	State and federal funds
Benefits	• Direct public investment into private projects. • Does not impact City funds.
Drawbacks	• Highly competitive and must meet state-identified criteria (varies by program). • For loans, need to establish a City repayment source.

Tax Credits and Abatements

ECONorthwest narrowed the list of tax credits and abatements to ones that can be used for market-rate apartments, affordable housing, and mixed-use buildings, where housing is above active ground floor uses.

Vertical Housing Tax Abatement (State of Oregon enabled, locally adopted)

How It Works	Subsidizes "mixed-use" projects to encourage dense development or redevelopment by providing a partial property tax exemption on increased property value for qualified developments. The exemption varies in accordance with the number of residential floors on a mixed-use project with a maximum property tax exemption of 80 percent over 10 years. An additional property tax exemption on the land may be given if some or all of the residential housing is for low-income persons (80 percent of area is median income or below). The proposed zone must meet at least one of the following criteria: • Completely within the core area of an urban center. • Entirely within half-mile radius of existing/planned light rail station. • Entirely within one-quarter mile of fixed-route transit service (including a bus line). • Contains property for which land-use comprehensive plan and implementing ordinances effectively allow "mixed-use" with residential. State program webpage: http://www.oregon.gov/OHCS/Pages/HFS_Vertical_Housing_Program.aspx
Fund Sources	General funds of local taxing jurisdictions that agree to participate–cities, school districts, counties, etc.
Benefits	• Targeted tool to support mixed-use development in places with locational advantages. • City-controlled on project-by-project basis.
Drawbacks	• Reduces general fund revenues for all overlapping taxing districts. • Requires a lengthy approval process with taxing districts.

Multiple-Unit Limited Tax Exemption Program (Locally managed)

How It Works	Through the multifamily tax exemption, a jurisdiction can incent diverse housing options in urban centers lacking in housing choices or workforce housing units. Through a competitive process, multi-unit projects can receive a property tax exemption for up to ten-years on structural improvements to the property. Though the state enables the program, each City has an opportunity to shape the program to achieve its goals by controlling the geography of where the exemption is available, application process and fees, program requirements, criteria (return on investment, sustainability, inclusion of community space, percentage affordable or workforce housing, etc.), and program cap. The City can select projects on a case-by-case basis through a competitive process. Use of the program in the State includes the following examples: **City of Portland Multiple-Unit Limited Tax Exemption Program.** Within eligible areas, this program allows multi-unit projects to receive a ten-year property tax exemption on structural improvements to the property as long as program requirements are met. This program limits the number of exemptions approved annually, requires developers to apply through a competitive process, and encourages projects to provide greater public benefits to the community that would otherwise be possible. The applicant must submit documentation that the anticipated rate of return for the project for the period of the exemption will not exceed 10%. In 2014, the City made $1,210,000 in foregone tax revenue available. More info: https://www.portlandoregon.gov/phb/61191 **City of Eugene Multi-unit Property Tax Exemption Program.** This program offers a property tax exemption on the new structure or incremental change in the property value of a building for a maximum of 10 years. Projects eligible for the tax exemption include construction, addition or conversion of rental or ownership multi-unit housing within the MUPTE boundary. More info: http://www.eugene-or.gov/index.aspx?NID=829
Fund Sources	Local taxing jurisdictions that agree to participate–cities, school districts, counties, etc.
Benefits	• Targeted tool to support mixed-use development in places with locational advantages. • City-controlled on project-by-project basis.

	• Does not require active ground floor use. • Can be paired with other tools that incent density and allow for cost reductions. • Possible flexibility to tailor length of exemptions on a case-by-case basis, depending on the project benefits to the public. • The city can set an annual cap on the total amount of tax exemptions in any given year for all projects.
Drawbacks	• City must weigh the temporary (up to 10 years) loss of tax revenue against the potential attraction of new investment to targeted areas. • Reduces general fund revenues for all overlapping taxing districts, which could make it harder to promote the tool to partner jurisdictions that do not perceive the same project benefits. • Can be competitive, depending on the criteria that the City outlines. • If the City also seeks abatement from overlapping taxing districts, requires a lengthy approval process. • Some programs have requirements for local and minority businesses to complete a portion of project construction, which can extend development timelines. • Requires regular reporting. Property owners must submit to city annual audited financial statements, tax returns and 10-year operating cash flow with current rate of return. • Depending on the project criteria, can be a highly competitive process among development projects.

Affordable Housing Property Tax Abatement (Locally Managed, Enabled by State of Oregon)

How It Works	Since 1985, the State of Oregon has allowed for affordable housing property tax abatements when they are sought separately by non-profits that develop and operate affordable rental housing. Only the residential portion of a property located within a City that is used to house very low-income people, or space that is used directly in providing housing for its low-income residents is eligible for a property tax exemption.
Fund Sources	Local taxing jurisdictions' general funds–cities, school districts, counties, etc.
Benefits	• Targeted tool to support multi-family rentals or mixed-use development in places with locational advantages. • The affordable housing tax abatement can stand alone (without tax credits). For example, if a non-profit housing provider were to use bonds, it could still be eligible for an abatement, but it must apply for them separately. • Can be blended with other resources such as TIF, tax credits, housing bonds.
Drawbacks	• Reduces general fund revenues for all overlapping taxing districts if property tax abatement is sought by affordable housing providers and approved by local jurisdictions.

Affordable Housing Tax Credit (OAHTC)

How It Works	Provides a state income tax credit for affordable housing equity investments that help reduce the financing costs for multi family rental units. Applications must demonstrate a 20 year term that the benefit of the tax credit will be entirely passed on to reduce rents for the tenants. Program webpage: http://www.oregon.gov/ohcs/pages/hrs_oahtc_program.aspx
Fund Sources	Institutional investors or high net worth individuals makes investments. State general fund is impacted.
Benefits	• Targeted tool to support multi-family rentals or mixed-use development in places with locational advantages. • The credit contributes to project equity, reducing developer's out-of-pocket investment and can be a significant incentive for the provision of affordable housing.
Drawbacks	• The state allows for affordable housing property tax abatements. These are applied for separately. • Highly competitive process.

Low-Income Housing Tax Credit (Federal Program, Administered by State of Oregon)

How It Works	Provides a state income tax credit for affordable housing equity investments that help reduce the financing costs for multi-family rental units. Applications must demonstrate that the project will be maintained as affordable housing for a minimum 30-year term. To be eligible, at least 20% of units must be at or below 50% or AMI, OR 40% must be at or below 60% AMI. There are two rates: • **The "9%" credit rate.** New construction and substantial rehabilitation projects that are not otherwise subsidized by the federal government earn credits at a rate of approximately 9% of qualified basis, each year for a 10-year period. "9%" credits are more powerful but also more competitive. • **The "4%" credit rate.** The 4% rate applies to acquisition of eligible, existing buildings and to federally-subsidized new construction or rehabilitation. The 4% rate also applies to all eligible bases in projects that are financed through the issuance of volume-cap multi-family tax-exempt bonds (the associated LIHTCs are sometimes called "as of right" credits because they are automatically attached to the volume-cap bonds). State program webpage: http://www.oregon.gov/OHCS/Pages/HRS_LIHTC_Program.aspx
Fund Sources	Institutional investors or high net worth individuals make investments by purchasing tax credits, which infuses cash equity into a project that does not require repayment. Income tax receipts are impacted because investors' income tax payments are reduced.
Benefits	• Targeted tool to support multi-family rentals or mixed-use development in places with locational advantages. • The credit contributes to project equity, reducing developer's out-of-pocket investment and can be a significant incentive (particularly at the 9% level) for the provision of affordable housing. • Can be blended with other resources such as TIF, property tax abatements, and housing bonds.

Enterprise Zone (State of Oregon enabled, locally adopted)

How It Works	Enterprise zones exempt businesses from local property taxes on new investments for a specified amount of time (3-5 years). Qualified investments include a new building/structure, structural modifications or additions, or newly installed machinery and equipment may qualify for exemption but not land, previously used property value and miscellaneous personal items. Eligible businesses include manufacturers, processors, and shippers. Retail, construction, financial and certain other defined activities are ineligible. In Columbia County, there are currently two enterprise zones. The South Columbia County Enterprise Zone serves areas of Saint Helens including the Boise White Paper Site and the Veneer Site. It terminates in 2018. In order to qualify, firms must invest at least $50,000 in real and personal property and must expand their workforce by at least 10 percent within the enterprise zone. The map can be found at: http://www.oregon4biz.com/Oregon-Business/Tax-Incentives/Enterprise-Zones/Details/maps/SHC.pdf Enterprise Zone website: http://www.columbiacountyoregon.com/
Fund Sources	General funds of local taxing jurisdictions that agree to participate–cities, school districts, counties, etc.
Benefits	• Targeted tool to support businesses that is already adopted.
Drawbacks	• Reduces general fund revenues for all overlapping taxing districts. • Requires a lengthy approval process with taxing districts.

City of St. Helens
RESOLUTION NO. 1766

A RESOLUTION TO ESTABLISH MUNICIPAL COURT ADMINISTRATION FEES PURSUANT TO CHAPTER 3.32 OF THE ST. HELENS MUNICIPAL CODE AND SUPERSEDING RESOLUTION NO. 1757

WHEREAS, Chapter 3.32 of the St. Helens Municipal Code, authorizes the City Council to establish the Court Administration Fees for the purpose of recovering costs for Court Administration of criminal actions, including violations and misdemeanors.

NOW, THEREFORE, BE IT RESOLVED that the Municipal Court Administration Fees attached as Exhibit A are hereby adopted.

BE IT FURTHER RESOLVED that this Resolution supersedes all previous resolutions regarding Municipal Court Fees, including Resolution No. 1757.

Approved and adopted by the City Council on December 7, 2016, by the following vote:

Ayes:

Nays:

_____
Randy Peterson, Mayor

ATTEST:

_____
Kathy Payne, City Recorder

City of St. Helens

MUNICIPAL COURT ADMINISTRATION FEES

Resolution No. 1766 Adopted on December 7, 2016

Court Administration Fees	Crime	Violation
Civil Compromise Costs	$300.00	N/A
Collection Fee per ORS 137.118 (3) (Maximum $250.00)	25%	25%
Community Service Fee	$2.00/hr.	$2.00/hr.
Default Judgment	N/A	$15.00
Discovery	$ 12.00 per case number (up to 30 pages)	
Deferred Sentencing Agreement	$360.00	$200.00
Extend/Amend Deferred Sentencing Agreement	$45.00	$45.00
Driver's License Reinstatement/Offense (City portion)	$15.00	$15.00
Driving Record (certified)	$11.50	$11.50
Driving Record – Traffic Offenses Only (non-certified)	$1.00	$1.00
Failure to Appear for Bench Trial*	$150.00	150.00
Failure to Appear for Jury Trial*	$300.00	N/A
Installment Fee (Ordinance No. 2871, Resolution No. 1336)	$25.00	$25.00
Warrant Issued	$50.00	$50.00
Withholding on County Assessment	10% at monthly distribution	
Expungements	$252.00	$252.00
Probation Violation	$50.00	$50.00

Fees indicated may be reduced or waived by the Judge in appropriate cases.

	VOTES	PERCENT		VOTES	PERCENT
Mayor CITY OF ST. HELENS					
Vote For 1					
01 = Rick Scholl	2,661	50.64			
02 = Randy Peterson	2,543	48.39	04 = OVER VOTES	5	
03 = WRITE-IN	51	.97	05 = UNDER VOTES	900	

	01	02	03	04	05
0021 21 ST Helens ONE	918	789	17	1	293
0024 24 ST Helens FOUR	873	795	10	2	256
0026 26 ST Helens SIX	870	959	24	2	351

	VOTES	PERCENT		VOTES	PERCENT
Council Member, Pos. 2 CITY OF ST. HELENS					
Vote For 1					
01 = Stephen R Topaz	2,214	46.01			
02 = Keith Locke	2,562	53.24	04 = OVER VOTES	5	
03 = WRITE-IN	36	.75	05 = UNDER VOTES	1,343	

	01	02	03	04	05
0021 21 ST Helens ONE	825	774	9	3	407
0024 24 ST Helens FOUR	686	830	12	1	407
0026 26 ST Helens SIX	703	958	15	1	529

	VOTES	PERCENT		VOTES	PERCENT
Council Member, Pos. 4 CITY OF ST. HELENS					
Vote For 1					
01 = Ginny Carlson	2,691	58.76			
02 = Garrett Lines	1,836	40.09	04 = OVER VOTES	2	
03 = WRITE-IN	53	1.16	05 = UNDER VOTES	1,578	

	01	02	03	04	05
0021 21 ST Helens ONE	861	651	18	0	488
0024 24 ST Helens FOUR	887	541	20	2	486
0026 26 ST Helens SIX	943	644	15	0	604

I hereby certify that the votes recorded on this report correctly summarize the tally of votes cast at the November 8, 2016 Oregon General Election.

Dated this 28th day of November 2016.

Elizabeth E. Huser

Elizabeth E. Huser
Columbia County Clerk

	VOTES	PERCENT		VOTES	PERCENT
5-260 CITY OF ST. HELENS					
Vote For 1					
01 = Yes	3,821	64.12	03 = OVER VOTES	5	
02 = No	2,138	35.88	04 = UNDER VOTES	196	

	01	02	03	04
0021 21 ST Helens ONE	1156	793	2	67
0024 24 ST Helens FOUR	1194	673	1	68
0026 26 ST Helens SIX	1471	672	2	61

THE FORD FAMILY FOUNDATION
1600 NW Stewart Parkway, Roseburg, OR 97471

Grant Agreement

GRANTEE: City of St. Helens
375 S. 18th Street
Suite A
St. Helens, OR 97051

GRANT ID: 20160415

GRANT AMOUNT: $5,000.00

PROJECT TITLE: St. Helens Public Library Strategic Planning

GRANT PERIOD: 5 months, November 7, 2016 to April 30, 2017

A. Requirements

1. This grant is made subject to the condition that the entire amount will be expended for the purposes stated above and substantially in the manner described in the materials you have provided to the Foundation. Grant funds shall not be used for, or charged to grant development or management costs or other "overhead or administrative" charges unless explicitly approved by the Foundation. Grant funds shall not be used for or to carry out propaganda, or otherwise to attempt to influence legislation within the meaning of Internal Revenue Code § 4945(d)(1) and the corresponding Treasury Regulations.

2. Foundation approval must be obtained for any modification of the objectives, use of expenditures or the agreed time period of the project for which grant funds have been awarded.

3. The Foundation must be promptly notified about any of the following during the grant period: change in primary contact and key personnel of the project or organization; change in address or phone number; change in name of organization; or any development that significantly affects the operation of the project or the organization.

4. The Grantee will provide the Foundation with the project report(s) and evaluation(s) described in Section D. Project Reports and Evaluations of this Agreement. The primary contact will be responsible for completing all reporting requirements; our records indicate that **Ms. Margaret Jeffries** is the primary contact for this grant.

5. The Grantee will abide by all provisions of this Agreement and will keep adequate supporting records to document the expenditure of funds and the activities supported by these funds.

6. If the Grantee fails or becomes unable for any reason in the opinion of the Foundation to perform the specific project within the specified Grant Period, unless extended by the Foundation; or if conditions arise that make the project untenable; or if Grantee materially breaches this Agreement, all grant funds that may be deemed unearned, unjustified or inappropriately expended must be returned to or withheld by The Ford Family Foundation. The Foundation maintains the right to nullify the grant in such circumstances.

B. Payment

1. If the signed Agreement is received by the Foundation by December 5, 2016, the Foundation will forward the grant check(s) as follows:

12/15/2016	$5,000.00	Contingent

2. Grant payments are contingent upon the Grantee conducting the program or project to the Foundation's reasonable satisfaction within the time specified (see A.6.) and for the specific use as outlined in section H. of this Agreement.

C. Unexpended Funds

If the funds have not been completely expended at the end of the grant period, April 30, 2017, the Grantee agrees to immediately notify the Foundation and provide a statement of the balance. The Foundation may request a plan for using the remaining funds. The Grantee should not return funds without consultation with the Foundation. The Foundation will approve or disapprove Grantee's plan in writing. Unexpended funds, which must be returned to the Foundation, shall be refunded pursuant to the Foundation's instructions.

D. Reports and Evaluations

The Foundation and Grantee need certain data to properly evaluate the progress, success and the impact made by this grant. During the grant period Grantee will be required to submit to the Foundation specific reports which may include interim progress, financial, annual and/or a final report. Grantee is required to access the reports through the online account.

E. IRS Status

It is the understanding of the Foundation that the Grantee organization has obtained a determination from the Internal Revenue Service that it qualifies as a section 501(c)(3) organization or that it is a governmental unit described in Section 170(c)(1) of the Internal Revenue code. Grantee is classified as not a private foundation under Section 509(a) of the Code. **If there is any change in the Grantee's status or classification, the Grantee must promptly notify the Foundation.** In the event of loss of tax exempt status under Federal laws, any unspent funds must be returned to the Foundation.

F. Publicity

If the Grantee wishes to publicize the grant, the Foundation requests that the focus be on the project and the Grantee without calling unnecessary attention to the Foundation. We prefer being mentioned in conjunction with other donors, and do not require any special recognition. Please see attached policy on how to publicize the grant.

G. Legal, Ethical and Responsible Conduct

The Ford Family Foundation expects all Grantees to maintain the highest standards of behavior at all times with priority on individual and community safety, obeying the law, managing finances with integrity, treating others with respect, accurately representing information, maintaining academic honesty and respecting intellectual property rights and protecting youth and the vulnerable. At its sole discretion, the Foundation may revoke a grant award to a Grantee observed engaging in any of the following prohibited behaviors:

- Discrimination based on race, color, gender, religion, marital status, national origin, sexual orientation, political affiliation, age or any other characteristic protected under federal or state law.
- Serious violations of federal, state, or local law
- Physical, verbal or sexual abuse or harassment
- Neglect of the needs of children, youth or vulnerable populations
- Misrepresentation of information

Publicizing an Award from The Ford Family Foundation

The Ford Family Foundation encourages non-profit organizations to raise public awareness about their work. The Foundation does not seek public recognition. However, we understand that receiving funds from a foundation adds legitimacy to your work and provides a newsworthy opportunity to raise awareness about what you do. We encourage you to publicize your award, grant or fellowship as long as you characterize the award as it appears in your grant or fellowship agreement.

We request that the focus be on the project and/or your non-profit organization without calling attention to the Foundation. We prefer being mentioned in conjunction with other donors; we do not require any special recognition.

Please note that The Ford Family Foundation was created by the personal philanthropy of Kenneth W. Ford and Hallie E. Ford and is not connected with Roseburg Forest Products Co. Also note that "The" is capitalized in our name. To describe the Foundation in your media publicity, you can use this statement:

> The Ford Family Foundation was established in 1957 by Kenneth W. and Hallie E. Ford. Its mission is "successful citizens and vital rural communities" in Oregon and Siskiyou County, California. The Foundation is located in Roseburg, Oregon, with a Scholarship office in Eugene.

Press Releases / Approval

Please send a draft of your press release to your Foundation program officer who will review it, and then he or she will forward it to the Foundation's communications director for approval.

Use of The Ford Family Foundation logo / Approval

The Ford Family Foundation logo is available for use on printed and electronic material (such as newsletters, reports, programs, web pages — also see "Inappropriate Use of Logo" below). The logo should be used in its entirety according to The Ford Family Foundation Style Guide. Depiction of the Foundation logo should be small and discreet.

Please send a draft to your Foundation program officer who will review the material, and then he or she will forward it to the Foundation's communications director for approval.

How to obtain The Ford Family Foundation logo

To obtain the logo and the Style Guide, send a request to your Foundation program officer. He or she will review the request, and then he or she will forward the request to the Foundation's communications director for action. The logo is available in two formats: .eps, .jpg (color and B&W).

Inappropriate Use of The Ford Family Foundation logo/name

The Ford Family Foundation logo and name are not allowed on exterior signage, banners, billboards or vehicles. If in doubt, please contact your Foundation program officer.

Naming Rights

Our Founders' names (Kenneth Ford, Hallie Ford, Ford Family) cannot be used without Board and Family approval (for example, naming a room, building, facility or program).

H. Special Conditions

These funds are for the St. Helens Public Library Strategic Planning as set forth in the proposal submitted to the Foundation on October 9, 2016, which was approved by the Foundation on November 14, 2016, and are contingent on the following:

12/5/2016	Signed Grant Agreement	Release of funds contingent on receipt of signed Agreement
6/30/2017	Final Report	

If this document correctly sets forth your understanding of the terms of this grant, please countersign this Agreement and return all pages of the original document to The Ford Family Foundation.

The Ford Family Foundation

By: _____
Anne C. Kubisch
President

Date: Nov 15, 2016

City of St. Helens

Printed Name: John Walsh

By: _____
Executive Director

Date: 11/28/16

Printed Name: Nancy Herron

By: _____
President, Chairman of the Board

Date: 11/28/2016

SHANIKO LAW ENFORCEMENT SUPPLY
PROPERTY DISPOSITION AGREEMENT

EK Specialties, Inc., dba Shaniko Law Enforcement Supply ("Shaniko Supply"), an Oregon Corporation, enters into this agreement (the "Agreement"), with the customer identified below (the "Owner") for the sale and disposition of personal property (the "Property Disposition Services"), in accordance with the Terms and Conditions and addenda, if any, attached hereto and listed below.

Beginning 12/01/2016, (the "Start Date") Owner engages the Property Disposition Services of Shaniko Supply. This Agreement will terminate on 12/31/2017, (the "Termination Date"), or at such other time as provided herein.

Owner Information:

St. Helens Police Department
(Owner Name)
Chief Terry Moss
(Owner Contact Name)
150 S. 13th Street
(Address 1)
St. Helens, OR 97051
(Address 2)
503-397-3333
(Phone)

Schedules, Supplements and Other Attachments: (Write "yes" or "no")

Terms and Conditions	NO
Addendum	NO

THIS AGREEMENT INCLUDING ALL OF THE TERMS AND CONDITIONS SET FORTH ON THE ATTACHED TERMS AND CONDITIONS, AND ALL OTHER ATTACHMENTS INDICATED ABOVE, IS THE PARTIES' ENTIRE AGREEMENT AND CANNOT BE MODIFIED EXCEPT IN WRITING BY THE DULY AUTHORIZED REPRESENTATIVES OF BOTH PARTIES.

EXECUTED on the date(s) indicated below:

_____
(Owner Legal Name)

By: _____
(Date)

_____
(Name and Title)

By: _____
(Date)

_____
(Name and Title)

EK Specialties, Inc.
dba Shaniko Law Enforcement Supply

By:  11/21/16
(Date)

Eric Kozowski, Vice-President
(Name and Title)

EK Specialties, Inc.
dba Shaniko Law Enforcement Supply
605 NE Savannah Dr., Suite 4
Bend, OR 97701
(541) 508-7575
Federal Tax ID: 93-1305638

SHANIKO LAW ENFORCEMENT SUPPLY
PROPERTY DISPOSITION SERVICES TERMS AND CONDITIONS

1. **Property to be Sold.** From time to time, Owner will designate items of personal property (the "Property") that it desires to provide to EK Specialties, Inc., dba Shaniko Law Enforcement Supply ("Shaniko Supply") for Property Disposition. Shaniko Supply retains the right to accept or reject certain items in its sole discretion.

2. **Title.** Owner shall retain legal title to the Property until it is purchased or otherwise disposed of in accordance with this Agreement at which time Owner will be deemed to have transferred title to the purchaser or other acquirer of the item of Property. Owner appoints Shaniko Supply as its attorney-in-fact to sign any and all documents necessary to assign to purchasers of Property all of Owner's right, title and interest in and to Property sold or disposed. All cash receipts, accounts receivable, contract rights, notes, general intangibles, and other rights to payment of every kind, arising out of the sales and dispositions of Property (collectively the "Proceeds") belong to Owner, subject to Shaniko Supply's right to Shaniko Supply's Net Proceeds and funds attributable to Credit Card Costs and other transaction costs. Owner's Property shall, at all times before sale or disposition, be subject to the direction and control of Owner.

3. **Method of Selling Property.** Shaniko Supply will, on Owner's behalf, list Property for sale to the public through any legal method and may use more than one method. To the extent that any Property is not sold, Shaniko Supply may, in any commercially reasonable manner selected by Shaniko Supply, dispose of Property. Shaniko Supply will determine all aspects, terms and conditions of sales of Property and dispositions of Property not purchased, subject to the ultimate control of Owner. Shaniko Supply will be responsible for all phases of submitting the Property for sale, including, but not limited to, determining when Property will be sold, determining the selling price or setting the opening and reserve prices (if sold by auction) of Property; setting the length of time a Product will be auctioned; creating text and graphics to describe and depict Property submitted for auction; collecting all purchaser information (such as purchaser's name, billing address, shipping address, and credit card information); approving purchasers' credit card purchase transactions; and collecting auction proceeds for completed sales from purchasers. Shaniko Supply shall use its best efforts in selling the Property and disposing of Property that does not sell. Shaniko Supply shall sell and dispose of all Property "as is". Shaniko Supply is solely responsible for identifying and resolving sales and use tax collection issues arising from Property sales, including the necessity of charging and collecting such taxes.

4. **Allocation of Sales Proceeds.**

   a. The total amount paid by the purchaser shall be called the "Sales Price." The Sales Price shall include the purchase amount and all costs, shipping and handling charges, taxes, and insurance costs associated with the transaction and paid by the purchaser.

   b. Credit Card Costs will be deducted from the Sales Price to determine the "Net Sales Price".

   c. For each item of Property classified as a firearm, Owner will be credited with 50% of the first $1,000 of the Net Sales Price and 75% of the portion, if any, of the Net Sales Price that exceeds $1,000.

   d. For each item of Property, other than firearms, Owner will be credited with 35% of the first $1,000 of the Net Sales Price and 50% of the portion, if any, of the Net Sales Price that exceeds $1,000.

   e. Amounts credited to the Owner will be called "Owner's Net Purchasing Credit."

   The following example illustrates how proceeds of a sale are to be allocated. Assume an item of Property (a firearm) sells at auction for a Sales Price of $100. The auction service charges 5% of the Sales Price. The auction service charge is therefore $5.00. The Net Sales Price (Sales Price less the auction fee) is $95.00 ($100.00 - $5.00). The Owner and Shaniko Supply each share 50% of the Net Sales Price. The Owner's Net Purchasing Credit is $47.50 ($95.00 x 50%).

5. **Owner's Net Purchasing Credit Terms.** Within 7 days of a completed Property sale, Shaniko Supply will apply the Owner's Net Purchasing Credit payable to the Owner's Net Purchasing Credit Account. Sales are deemed completed when all items comprising a line item on the original manifest or other list of Property are sold and the credit card transaction, or check, has cleared all bank accounts (generally not more than 10 days unless from a foreign bank account). Monthly (or more often at the discretion of Shaniko Supply) Shaniko Supply will make available to Owner a detailed report setting forth the following information for the immediately preceding month: (i) the completed sales during the prior month, including the total amount of related proceeds collected, the Credit Card Costs, the Owner's Net Purchasing Credit; (ii) other dispositions of Property during the month; (iii) the Property, if any, inventoried by Shaniko Supply at the end of the month, including those items still not completed from a credit card or check transaction. The Owner may purchase any products that Shaniko Supply is a dealer for by using the Net Purchasing Credit. When the Owner makes a purchase, the cost of their purchase, plus any shipping and handling charges, taxes, and insurance costs associated with the purchase, will be deducted from the Owner's Net Purchasing Credit Account. At the Termination Date of the Agreement, Shaniko Supply will issue a check for any unused balance in the Owner's Net Purchasing Credit Account.

6. **Shaniko Supply's Obligations Concerning Property in its Possession.** With respect to Property in Shaniko Supply's possession: (i) Shaniko Supply will exercise due care in the handling and storage of any Property; (ii) Shaniko Supply shall keep the Property free of liens, security interests, and encumbrances, and shall pay when due all fees and charges with respect to the Property; (iii) Shaniko Supply shall sign and deliver to Owner any UCC-1 financing statements or other documents reasonably requested by Owner; (iv) Shaniko Supply shall obtain and maintain insurance in an amount, determined by Shaniko Supply, not less than the replacement value of Property in its possession. The insurance will cover the Property against fire, theft, and extended coverage risks ordinarily included in similar policies.

7. **Owner's Obligations.** Owner will use its best efforts to provide to Shaniko Supply such Property as becomes available for sale to the public. Owner will complete paperwork reasonably necessary to convey custodial possession of the item of property to Shaniko Supply, including a written manifest or list that describes the item of Property in sufficient detail for identification. Owner agrees that it will not provide Property that is illegal or hazardous, counterfeit or unauthorized copyrighted material ("knock-offs"), poisons or pharmaceuticals.

8. **Representations and Warranties of Owner.** Owner hereby represents, warrants and covenants as follows: (i) Property delivered to Shaniko Supply is available for sale to the general public without any restrictions or conditions whatsoever, unless otherwise documented on the Manifest (For example: restricted firearms that may only be sellable to a law enforcement agency or certain licensed firearms dealers); and (ii) Owner has taken all required actions under applicable law that are conditions precedent to Owner's right to transfer title to the Property to purchasers (the "Conditions Precedent"); and (iii) Owner has taken all necessary actions to ensure Property is cleared from NCIC and similar state criminal records systems.

9. **Books and Records.** Shaniko Supply will keep complete and accurate books of account, records, and other documents with respect to this Agreement (the "Books and Records") for at least three years following expiration or termination of this Agreement. Upon reasonable notice, the Books and Records will be available for inspection by Owner, at Owner's expense, at the location where the Books and Records are regularly maintained, during normal business hours.

10. **Term and Termination**. Unless terminated earlier, the term of this Agreement will begin on the Start Date and terminate on the Termination Date. This Agreement may be terminated if there is a breach by either party of any obligation, representation or warranty contained in this Agreement, upon thirty days prior written notice to the other party unless the breach is cured within the thirty day period, provided, however, if the breach is not capable of being cured within thirty days, the breaching party will have a reasonable amount of time to cure the breach if it begins to cure during the thirty day period and proceeds diligently thereafter. The written notice will specify the precise nature of the breach. The rights of the parties to terminate this Agreement are not exclusive of any other rights and remedies available at law or in equity, and such rights will be cumulative. The exercise of any such right or remedy will not preclude the exercise of any other rights and remedies. Notwithstanding any termination by either party

of the Agreement, Shaniko Supply will continue to remit credit due to Owner under this Agreement in connection with any sales made before the effective date of the termination. At the time of termination, any unsold inventory shall continue to be auctioned by Shaniko Supply or returned to Owner, at owner's election and cost.

11. **Indemnification.** Subject to the limitations specified in this Section 11, each party will indemnify, hold harmless and defend the other party and its agents and employees from and against any and all losses, claims, damages, liabilities, whether joint or severable, expenses (including reasonable legal fees and expenses), judgments, fines, and other amounts paid in settlement, incurred or suffered by any such person or entity arising out of or in connection with (i) the inaccuracy of any representation or warranty made by the party hereunder, (ii) any breach of this Agreement by the party, or (iii) any negligent act or omission by the party or its employees or agents in connection with the performance by the party or its employees or agents of obligations hereunder, provided the negligent act or omission was not done or omitted at the direction of the other party.

12. **Limitations on Liability.** UNDER NO CIRCUMSTANCES WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR EXEMPLARY DAMAGES, EVEN IF THAT PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, ARISING FROM BREACH OF THE AGREEMENT, THE SALE OF PROPERTY, OR ARISING FROM ANY OTHER PROVISION OF THIS AGREEMENT, SUCH AS, BUT NOT LIMITED TO, LOSS OF REVENUE OR ANTICIPATED PROFITS OR LOST BUSINESS (COLLECTIVELY, "DISCLAIMED DAMAGES"); PROVIDED THAT EACH PARTY WILL REMAIN LIABLE TO THE OTHER PARTY TO THE EXTENT ANY DISCLAIMED DAMAGES ARE CLAIMED BY A THIRD PARTY AND ARE SUBJECT TO INDEMNIFICATION PURSUANT TO SECTION 11. LIABILITY ARISING UNDER THIS AGREEMENT WILL BE LIMITED TO DIRECT, OBJECTIVELY MEASURABLE DAMAGES. THE MAXIMUM LIABILITY OF ONE PARTY TO THE OTHER PARTY FOR ANY CLAIMS ARISING IN CONNECTION WITH THIS AGREEMENT WILL NOT EXCEED THE AGGREGATE AMOUNT OF PAYMENT OBLIGATIONS OWED TO THE OTHER PARTY HEREUNDER IN THE YEAR IN WHICH LIABILITY ACCRUES; PROVIDED THAT EACH PARTY WILL REMAIN LIABLE FOR THE AGGREGATE AMOUNT OF ANY PAYMENT OBLIGATIONS OWED TO THE OTHER PARTY PURSUANT TO THE AGREEMENT. NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, OWNER'S LIABILITY IS NOT LIMITED UNDER THIS AGREEMENT WITH RESPECT TO LIABILITY ARISING FROM OWNER'S FAILURE TO SATISFY TIMELY ALL CONDITIONS PRECEDENT.

13. **Notices.** Any notice under this Agreement must be in writing. Initially the addresses of the parties will be as follows: (i) If to Shaniko Supply: Shaniko Law Enforcement Supply, 605 NE Savannah Dr., Suite 4, Bend, OR 97701; and (ii) If to Owner: At the address stated below Owner's Signature block on the first page of this Agreement. The parties may, from time to time and at any time, change their respective addresses and each will have the right to specify as its address any other address by at least ten days' written notice to the other party.

14. **Severability.** Whenever possible, each provision of this Agreement will be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be prohibited by or invalid under applicable law, such provision will be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Agreement.

15. **Complete Agreement.** This Agreement and any related documents delivered concurrently herewith and identified in this document as part of the Agreement, contain the complete agreement between the parties relating to the subject of this Agreement and supersede any prior understandings, agreements or representations by or between the parties, written or oral, which may be related to the subject matter hereof in any way.

16. **Attorney's Fees and Legal Expenses.** If any proceeding or action is brought to recover any amount under this Agreement, or for or on account of any breach of, or to enforce or interpret any of the terms, covenants, or conditions of this Agreement, the prevailing party will be entitled to recover from the other

party, as part of the prevailing party's costs, reasonable attorneys' fees, the amount of which will be fixed by the court, and will be made a part of any judgment rendered.

17. **Further Assurances.** Shaniko Supply and Owner will each sign such other documents and take such actions as the other may reasonably request in order to affect the relationships, services and activities contemplated by this Agreement and to account for and document those activities.

18. **Governing Law.** The laws of the state in which Shaniko Supply is located will govern all questions concerning the construction, validity and interpretation of this Agreement and the performance of the obligations imposed by this Agreement. The proper venue for any proceeding at law or in equity will be the state and county in which Shaniko Supply is located, and the parties waive any right to object to the venue.

19. **Relationship of the Parties.** The relationship created hereunder between Shaniko Supply and Owner will be solely that of independent contractors entering into an agreement. No representations or assertions will be made or actions taken by either party that could imply or establish any agency, joint venture, partnership, employment or trust relationship between the parties with respect to the subject matter of this Agreement. Except as expressly provided in this Agreement, neither party will have any authority or power whatsoever to enter into any agreement, contract or commitment on behalf of the other, or to create any liability or obligation whatsoever on behalf of the other, to any person or entity. Whenever Shaniko Supply is given discretion in this Agreement, Shaniko Supply may exercise that discretion solely in any manner Shaniko Supply deems appropriate.

20. **Force Majeure.** Neither party will be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to acts of God, public enemy, war, strikes or labor disputes, or any other cause beyond the parties' reasonable control (each a "Force Majeure"), it being understood that lack of financial resources will not be deemed a cause beyond a party's control. Each party will notify the other party promptly of the occurrence of any Force Majeure and carry out this Agreement as promptly as practicable after such Force Majeure is terminated. The existence of any Force Majeure will not extend the term of this Agreement.

21. **Counterparts.** This Agreement may be signed in any number of counterparts.

FIRST AMENDMENT TO
WESTERN PARTITIONS, INC. PUBLIC IMPROVEMENT CONTRACT

This agreement is entered into this 7th day of December, 2016, by and between the City, (hereinafter "City"), and Western Partitions, Inc., (hereinafter "Contractor").

RECITALS

A. City and Contractor entered into a Public Improvement Contract on September 6, 2016 and said contract, hereinafter "original contract", is on file at St. Helens City Hall.

B. As part of the original contract Contractor and City agreed that Contractor would perform services to blast, clean, seal, patch, coat, and disinfect the interior concrete surface of the 2 million gallon reservoir located at 35259 Pittsburg Rd, and also remove and reinstall existing interior access ladder and weir box.

C. Additional time is required to complete the extended work schedule due to the original specified coating product requiring a change to address the condition of the reservoir concrete substrate and the extra work on the interior joints which was discovered to be in failure after the draining of the reservoir.

NOW, THEREFORE, in consideration for the mutual covenants contained herein the receipt and sufficiency of which are hereby acknowledged, Contractor and City agree as follows:

1. The recitals set forth above are true and correct and are incorporated herein by this reference.

2. Total compensation for the added work described in Section C above is estimated to be $161,422, and the total not-to-exceed price to accomplish all work required under the contract, including modified scope, shall be adjusted to $458,340.

3. The contract completion date shall be extended to February 10, 2017.

4. All other terms of the original contract not specifically amended by this agreement remain in full force and effect.

Dated this 7th day of December, 2016.

Contractor	**City**
_____	_____
	Randy Peterson, Mayor
Date:_____	Date:_____

Attest:

By:_____
Kathy Payne, City Recorder

City of St. Helens
265 Strand Street, St. Helens, Oregon 97051
Phone: 503.397.6272 | Fax: 503.366.3782

CHANGE ORDER NO. 2

DATE OF ISSUANCE: 11/30/2016 EFFECTIVE DATE: 11/30/2016

OWNER: City of St. Helens, OR
ENGINEER: Kennedy/ Jenks Consultants
CONTRACTOR: Western Partitions, Inc.
PROJECT/CONTRACT NO: W-449
PROJECT NAME: 2MG RESERVOIR REHABILITATION PROJECT

You are directed to proceed promptly with the following change(s):
Replace the Phenoline coating system with the Reactamine coating system consisting of 1) 20-mils of Reactamine 760, 2) FX-80HS nonwoven geotextile, 3) 316 stainless steel threaded bolts, nuts and washers spaced at 3-ft on center at bottom of reservoir and 2-ft on center at vertical walls, and 4) 60-mils of Reactamine 760 finish coat. Schedule of values contained in this Change Order superceeds Change Order 1 and Replaces original Bid Schedule of Values.

Purpose of Work Change Order:
Deteriorated condition of the concrete of the reservoir is such that the original product specified is not suitable for use.

Attachments:
WPI Scope Letter and Proposal, City letter requesting additional information, WPI's response to City letter

If OWNER or CONTRACTOR believes that the above change has affected Contract Price any claim for a Change Order based thereon will involve one or more of the following methods as defined in the Contract Documents

ORIGINAL CONTRACT PRICE: $296,913.00 (Not-to-Exceed Contract Amount)

#	Bid Item	Unit	Qty	Unit Price	Total Price
CO2-1	Mobilization, bonds, insurance and demobilization - Additional	LS	1	$10,241.00	$10,241.00
CO2-2	Blast Interior Concrete Surfaces	SF	20700	$5.18	$107,226.00
CO2-3	Reactamine - Walls and Hopper Bottom	SF	12850	$12.86	$165,251.00
CO2-4	Reactamine - Floor	SF	7850	$13.51	$106,053.50
CO2-5	Repair Interior Concrete Joints - Excludes Joint Material Replacement	LS	1	$22,919.00	$22,919.00
CO2-6	Repair Interior Surface Cracks	LF	100	$66.94	$6,694.00
CO2-7	Remove and Reinstall Weir Box	LS	1	$3,443.00	$3,443.00
CO2-8	Sandblasting, Additional Grinding, Equip, & Fuels	LF	1537	$10.74	$16,507.38
	New Contract Contingency		1	$20,000.00	$20,000.00
1	DELETED: Mobilization, bonds, insurance and demobilization	LS	1	-$8,681.00	-$8,681.00
2	DELETED: Blast Interior Concrete Surfaces	SF	20700	-$5.18	-$107,226.00
3	DELETED: Mortar Repair 5% Interior	SF	1000	-$28.07	-$28,070.00
4	DELETED: Epoxy Walls and Hopper Bottom	SF	12850	-$4.29	-$55,126.50
5	DELETED: Epoxy Floor	SF	7850	-$4.31	-$33,833.50
6	DELETED: Repair Interior Concrete Joints	LF	100	-$91.43	-$9,143.00
7	DELETED: Repair Interior Surface Cracks	LF	100	-$66.94	-$6,694.00
8	DELETED: Remove and Reinstall Ladder	LS	1	-$17,704.00	-$17,704.00
9	DELETED: Remove and Reinstall Weir Box	LS	1	-$3,443.00	-$3,443.00
	DELETED: Original Project Contingency		1	-$26,992.00	-$26,992.00

X Unit Prices
Lump Sum
Cost of the Work

Estimated Increase (Decrease) in Contract Price: $161,421.88
If the change involves an increase, the estimated amount is not to be exceeded without further authorization

Estimated Increase (Decrease) in Contract Time: Approx. 40 days
Substantial Completion: _____ Days
Ready for Final Payment: _____ Days

APPROVED BY:

OWNER (Authorized Signature)

Date

ACCEPTED BY:

CONTRACTOR (Authorized Signature)

Date

WPI
EST. 1872

COPY

SCOPE LETTER

11/16/2016

To: City of ST Helens

RE: 2MG Reservoir

We are proposing the following 10 year Warrantied Carboline New Lining System on this project:

				Contract	New	*Change*
Mobilization	Each	1	$8,861	$8,681	$10,241	$1,560
Blast Interior Concrete Surfaces	Sqft	20700	$5.18	$107,314	$117,587	~~$10,273~~
Mortar Repair 5% Interior	Sqft	1000	$28.07	$28,067		
Reactamine Hopper Bottom & Wall	Sqft	12850	$4.29	$55,081	$155,828	$100,747
Reactamine Floor	Sqft	7850	$4.31	$33,797	$101,027	$62,230
Repair Interior Concrete Joints	LF	1537	$91.43	$9,143	$47,071	
Sandblasting Prep of Concrete Joints	LS	1	$11,492	-0-	Included in Blasting Above	
Repair Interior Surface Cracks	LF	100	$66.94	$6,694		
Remove and Reinstall Ladder	LS	1	$17,704	$17,704	Removed	
Remove and Reinstall Weir Box	Each	1	$3,443	$3,443		
Total						~~$174,810~~

$164,537.00

CONDITIONS:

1. This quotation includes Interior application of a suggested new lining system based on recent adhesion pull testing results. The results of the adhesion pull testing provided for subpar concrete substrate conditions for the currently suggested epoxy system and joint repair materials.
2. This quotation includes applying a 20 mil coat of Reactamine 760 and then applying a woven fabric produced by Carthage Mill materials into the coating. The fabric will be attached to the tank with ¼ x 1 3/4" stainless steel screws and washers on center every 3 ft and on center every 2ft at the tank upper wall. Then a finish coat of Reactamine 760 will be applied over the entire surface with 50 - 60 mils to complete the Carboline suggested system installation.
3. The warranty that will be provided by Carboline with the installation of this system is a 10 year warranty as described in the attached installation and warranty guide.

CORPORATE OFFICE

8300 SW HUNZIKER ROAD, TIGARD, OR 97223 • PHONE: 503-620-1600 • FAX: 503-624-5781

CONTRACTOR LICENSES: WASHINGTON: WESTEPI172P6 • OREGON: 60330 • IDAHO: 16667
CALIFORNIA: 827526 • ALASKA: 28880 • NEVADA: 0067767 • HAWAII: 27085

EXCLUSIONS:

This quotation does not include any cost adjustments of original bid items or cost for work of those items completed to date as a percentage.

If there are any questions concerning this quote, please contact me at (503) 523-8772

Sincerely,

Bud Bartunek

Coatings Department Estimator/Project Manager

If WPI is given a notice to proceed without a contract, the conditions herein shall be deemed accepted and shall form an interim agreement for the work on this project. Payment for work performed by WPI will be made by the contractor to WPI by the 25th of the month following normal progress billing. If the contractor does not pay by this stated time, then WPI upon seven (7) days written notice to the contractor may stop the work until payment of the amount owing has been received. Personal guarantees are excluded; bonds may be provided in lieu of such requirements at Contractor or Owner's expense. Bidder's insurance shall not provide coverage for: (a) any injury or damage arising from a prior occurrence or progressively deteriorating injury or damage under general liability, (b) condominiums, (c) apartments which are converted to condominiums at any time, (d) any projects initially performed under a wrap up program, (e) subsidence, (f) waivers of subrogation for its equipment insurance policy, (g) operations performed within 50'0" of a railroad, (h) notice of cancellation or modification required by endorsements to any policy; (i) Owner & Contractors Protective (O&CP) insurance; (j) "named insured" requirements; and/or k) costs for CG 20 10/01 plus CG 20 37 10/01 or equivalent endorsements.

Carthage Mills | Product Data

Geotextiles | Erosion Control | Geogrids | Geomembranes

FX®-80HS

Carthage Mills' FX-80HS is a multipurpose nonwoven geotextile made of polypropylene staple fibers which are formed into a random network, needlepunched and heatset for dimensional stability. FX-80HS is part of the Carthage **FX-HS Series** of nonwoven geotextiles, is inert to biological degradation and resistant to naturally encountered chemicals, alkalis, and acids.

AASHTO M 288-06: FX-80HS exceeds the geotextile requirements for SEPARATION/CLASS 1 (NONWOVEN), STABILIZATION/CLASS 1 (NONWOVEN) and PERMANENT EROSION CONTROL/CLASS 1 (NONWOVEN – ALL SOIL TYPES).

PROPERTY	TEST METHOD	DATA	
		METRIC	ENGLISH
☐ **Mechanical** Grab Tensile Strength	ASTM D 4632	0.91 kN	205 lbs
Grab Tensile Elongation		50%	
Trapezoidal Tear	ASTM D 4533	0.36 kN	80 lbs
CBR Puncture	ASTM D 6241	2.23 kN	500 lbs
☐ **Endurance** UV Resistance	ASTM D 4355	70% @ 500 hrs	
☐ **Hydraulics / Filtration** Permittivity (1)	ASTM D 4491	1.35 sec^{-1}	
Water Flow Rate (1)		3666 lpm/m^2	90 gpm/ft^2
Apparent Opening Size (AOS) (1)	ASTM D 4751	0.180 mm	80 US Std. Sieve
☐ **Physical** Mass Per Unit Area (Typical)	ASTM D 5261	271.2 g/m^2	8.0 oz/yd^2
Thickness (Typical)	ASTM D 5199	2.16 mm	85 mils
Standard Roll Sizes / Packaging / Weight	Measured (Typical)	3.81 m x 109.7 m 418 m^2 127.0 kg	12.5 ft x 360 ft 500 yd^2 280 lbs
		4.57 m x 91.5 m 418 m^2 127.0 kg	15.0 ft x 300 ft 500 yd^2 280 lbs

NOTES: Mullen Burst Strength ASTM D 3786 is no longer recognized by ASTM D35 on Geosynthetics. Puncture Strength ASTM D 4833 is not recognized by AASHTO M 288-06 and has been replaced with CBR Puncture ASTM D 6241.

(1) At the time of manufacturing. Handling, storage and shipping may change these properties.
- Unless otherwise stated, all values stated here are Minimum Average Roll Values (MARV).
- The properties reported above are effective 01-01-16 and are subject to change without notice.

» **AASHTO M 288-06: Geotextile Product Selection Guide**

Carthage Mills
4243 Hunt Road
Cincinnati, OH 45242
www.carthagemills.com

513-794-1600 TELEPHONE
800-543-4430 TOLL FREE
513-794-3434 FACSIMILE
info@carthagemills.com

Since 1958: America's *First* Geotextile Company

Carboline Company
Craig Figgins
NW 38th Ave
Vancouver, WA 98685
(503)313-5438 – cell
cfiggins@carboline.com

November 14, 2016

Western Partitions, Inc.
8300 SW Hunziker St
Tigard, OR 97223

RE: City of St Helens 2MG Reservoir

1. INTRODUCTION

1.1. GENERAL

The purpose of this document is to provide a proposal on the interior coating of the City of St Helens 2MG Reservoir. Included in this document are details on all aspects of the coating project including the surface preparation, treatment of joints, treatment of cracks, treatment of additional details and product application using Carboline Reactamine 760 100% solids Hybrid Polyurethane. Contractor approval and product information are also included below.

1.2. OBJECTIVES

Provide a detailed summary of the necessary steps needed to successfully apply a monolithic lining system to the interior of 2MG Reservoir with the intent to provide the following:

- Increase the life span of 2MG Reservoir
- Increase functional storage capacity of 2MG Reservoir
- Minimize leakage from 2MG Reservoir

2. CONTRACTOR QUALIFICATION

2.1. GENERAL

Western Partitions, Inc. has been properly trained on the application of the Carboline Company products specified for use. Western Partitions, Inc. has approved applicator status for the Carboline Carboguard and Reactamine product lines along with multiple other Carboline Company product lines. Western Partitions, Inc. and its staff of qualified applicators and supervisors have successfully applied the specified coating system successfully on numerous projects of similar scope and size.

3. PRODUCT INFORMATION

3.1. GEOTEXTILE FABRIC

Geotextile fabric shall be used on all surfaces to eliminate the need for re-surfacing of the concrete following surface preparation. Geotextile fabric will also eliminate the need for special treatment of construction joints, cracks, expansion joints or any other potential failure points in the concrete structure by forming a continuous liner with a physical barrier between the concrete and the

tank interior. Geotextile fabric shall be non-woven polypropylene fabric, needle punched and "heat set" on at least one side as manufactured by Carthage Mills of Cincinnati, OH or pre-approved equal. Fabric shall weigh 8-10 oz./sq. yd.

3.2. REACTAMINE 760 COATING

REACTAMINE 760, is a chemical cure, 100% solids, elastomeric, aromatic polyurethane/polyurea hybrid. It shall be classified in accordance with ANSI/NSF Standard 61 for direct contact with potable water.

It shall be a two-component system in a 2 parts resin (Part A) to 1-part catalyst (Part B) volume ratio (2A:1B), capable of being spray-applied at specified film thickness in a single application. It shall produce a monolithic, flexible membrane with Shore D hardness of 60-65 at 75°F; 2000-3000 psi tensile strength and 100% elongation (ASTM D412); abrasion resistance as measured by weight loss of 37 mg (ASTM D4060, CS-17 wheel, 1 kg x 1,000 cycles); direct/reverse impact resistance > 160 in.-lbs. (ASTM D2794); and water vapor transmission rate of 0.1 g/100 in^2/24 hrs. (ASTM E96, 30 mils, 73°F, 100% RH gradient).

4. SURFACE PREPARATION

4.1 DECONTAMINATION

Before abrasive cleaning, all oil, grease, dirt, loose matter and other contaminants shall be removed by high-pressure water blasting, steam cleaning, or any other acceptable method, to satisfy ASTM D4258 "Surface Cleaning Concrete for Coating". Environmentally acceptable, biodegradable detergents may be used; however, they shall be completely rinsed off with plenty of fresh, clean water.

4.2 ABRASIVE CLEANING

Abrasive blast cleaning shall satisfy ASTM D4259 "Abrading Concrete", producing a surface with roughened texture resembling coarse sandpaper in accordance with ICRI CSP 5 minimum. Concrete shall be free of crusts, soft or weak matter, loose aggregate, and all other contaminants. Sharp edges shall be rounded or trimmed by chipping, wire brushing, or any other acceptable method. Wet abrasive blasting shall be allowed provided that water produced does not hinder application of the materials. Water blasting alone shall not be allowed, except for decontamination. Acid etching shall not be acceptable.

Interior ferrous metal to be coated shall be abrasive blasted per SSPC SP10 Near White Metal to achieve a minimum 3.5 mil surface profile.

5. COATING APPLICATION

5.1. HANDLING AND MIXING

Part A and B components shall be delivered to job-site in their original unopened steel drums with labels intact. Drums shall be stored indoors, off the floor, in cool and dry conditions, protected against excessive moisture, heat, or cold, in accordance with manufacturer's recommendations. Part A shall be thoroughly

mixed with drum mounted air-driven agitator for 30 minutes immediately before each use. Agitation of Part B shall not be required.

5.2. APPLICATION

Coating shall be spray-applied by qualified technicians, using plural-component, high-pressure, and airless spray equipment, approved by Carboline Company. System is automatically proportions the Part A and B components, blends them via in-line static mixers and sprays the mixed coating material at a fluid pressure of about 2,500 psi. Contact Carboline Technical Service for details on the spray system set up, 1-800-848-4645. Coating materials shall be maintained as follows: Part A ... 80-90°F and Part B ... 75-85°F. Ambient temperatures shall be between 25° and 120°F (2° to 49°C), and substrate temperatures shall be between 35° and 140°F (2° to 60°C) and at least 5°F (3°C) above dew point, and rising. Relative humidity shall not exceed 95%. Suspend application if conditions are not within above parameters, when snowing, raining or foggy, or when precipitation is imminent. Coating shall be applied at specified film thickness in a single application, which may consist of several increments, accomplished by one or more passes of the spray gun, all applied within recommended recoat times to a specific area. High profile areas shall be coated using 4-way passes of the spray gun to ensure complete coverage. If necessary, film thickness may be increased as needed, until a holiday-free membrane is achieved.

Coating system with embedded geotextile fabric shall be applied to all interior concrete walls and floor with the coating system terminating at the wall-ceiling intersection. The coating system shall be properly terminated using attached details at all interior doors, sumps, drains, penetrations, handrails, etc. Interior ferrous metal shall be coated with 60-80 mils of Reactamine 760 to achieve a pinhole free, monolithic coating. Geotextile fabric shall extend onto all protrusions as described in Section 5.5 below.

Walking surfaces on all stairs and walkways can receive a non-skid application if desired by owner. Once the coating system has been applied to the required dry film thickness, while the final application is still tacky, broadcast proper aggregate size to provide the desired level of non-skid. Apply a final 15-20 mil pass of Reactamine 760 to embed the aggregate.

5.3. EMBEDDING OF GEOTEXTILE FABRIC

EMBEDDING THE FABRIC - Each pre-cut fabric panel shall be firmly pressed and embedded, with its heat-set side facing out, into a 20 to 30 mil (0.5 to 0.75 mm) base coat of Reactamine 760 while it remains in a semi-liquid state. Over relatively flat surfaces, fabric shall be evenly pressed with a non-stick roller, squeegee or trowel to ensure that it is adhered flat against the basecoat in all locations. For irregular surfaces, fabric shall be pressed by hand (use suitable protective gloves) to maximize contact with basecoat. Adjoining panels shall be overlapped by 2 inches (5 cm) and bonded together with Reactamine 760, spray-applied between the overlapping fabric.

ANCHORING THE FABRIC – Embedded fabric panels shall be mechanically fastened to the concrete substrate using ¼" diameter x 2" long suitable stainless steel anchor bolts with 1 ½" diameter stainless steel washers installed at 36" centers minimum. Top edge of the fabric (walls) shall be anchored at 24" centers minimum.

COATING THE FABRIC- A final coat of Reactamine 760 shall be spray-applied at a dry film thickness of 40 to 60 mils (1.0 to 1.5 mm) directly to the exposed heat-set side of the embedded fabric to produce complete coverage in all locations. Exposed fabric fibers or edges, or other discontinuities shall not be acceptable.

5.4. RECOATING/TRANSITIONS

Fresh coating may be sprayed over previously applied coating as long as undercoat remains wet or tacky to the touch, or has not exceeded 18 hours at 73°F (23°C) and 36 hours at 38°F (3°C) since application. Higher temperatures shorten the recoat window. If recoat time is exceeded, undercoat shall be brush blasted to remove gloss, then vacuumed or solvent-wiped to dust-free condition, allowing all solvent to dry, before application of fresh coating. For transitions between coating sections applied on different days, a minimum 12 inches (30 cm) of the undercoat shall be brush blasted and prepared as described above, and fresh coating shall be feathered in at least 6 inches (15 cm). Avoid application to glossy surfaces, making sure there is plain evidence of brush blast beyond leading edge of fresh coating. Coating applied to improperly prepared surfaces shall be removed immediately.

5.5. TREATMENT OF LEADING EDGES

PLACEMENT OF SAW-CUTS During surface preparation, a saw-cut shall be made along each proposed leading edge of coating application. Saw-cuts shall be ¼ to 3/8-in. deep (0.6 to 1.0 cm) x 1/8 to ¼-in. wide (0.3 to 0.6 cm). Sharp edges shall be rounded or trimmed, and saw-cut cavity shall be vacuumed to a dry, dust-free condition. Adjacent surfaces not to be coated shall be protected from overspray by taping-off in a neat manner.

APPLICATION A liberal amount of coating material shall be spray-applied to saw-cut area, then pressed with trowel or putty knife into the saw-cut cavity and smoothed level, mechanically anchoring the leading edge to the substrate. After coating sets up, it shall be razor-cut to remove the protective tape, leaving a straight, neat leading edge.

5.6. TREATMENT OF PROTRUSIONS

SURFACE PREPARATION Surfaces shall be prepared to satisfy coating manufacturer's recommendations for applicable substrate.
Surface preparation shall extend beyond proposed leading edge of coating application. Surfaces shall be dry and dust-free before coating. Adjacent surfaces not to be coated shall be protected from overspray by taping-off in a neat manner.

APPLICATION Protrusion surfaces shall be coated concurrently with adjacent concrete surfaces, to satisfy manufacturer's recommendations for applicable substrate. Geotextile fabric shall be applied on all protrusions as described above – forming a continuous lining system. Reactamine 760 lining shall be applied on the geotextile fabric and 3"-6" beyond onto properly prepared surface of protrusion. After coating sets up, edges shall be razor-cut to remove protective tape, leaving a straight, neat leading edge.

5.7. TREATMENT OF EXPANSION JOINTS

Expansion joints can be left in the current condition with no special preparation needed. Geotextile fabric shall be applied to all surfaces and will bridge over all expansion joints. Any geotextile fabric overlap joints shall be a minimum of 6" away from an expansion joint. Coating system shall then be applied as described above.

6. INSPECTION

SURFACE PREPARATION Inspection shall verify that surfaces are prepared per coating manufacturer's recommendations.

AMBIENT CONDITIONS Ambient conditions shall be monitored and maintained within recommended parameters. Dew points shall be monitored per ASTM E-337 "Measuring Humidity with Psychrometer", to determine wet and dry-bulb temperatures. Thermometers shall be used to measure temperatures of coating materials, and surfaces to be coated.

COATING APPLICTION Inspection shall verify that coating is applied using spray-equipment approved by coatings manufacturer, monitoring its operation to verify that materials are mixed at proper volume ratio, and applied with no evidence of streaks or uneven coloring. Film thickness shall be verified by logging the volume of materials applied to pre-measured areas, using a machine-mounted, mechanical "stroke- counter" that records number of pump strokes applied. Inspection shall verify that any recoating is accomplished within recommended recoat times. Inspection shall verify that no fresh material is applied to glossy or improperly prepared surfaces, and that any material so applied is completely removed. The coating shall be visually inspected for blisters, poor adhesion, or improper cure. Deficiencies shall be marked and repaired per coating manufacturer's recommendations

HOLIDAY DETECTION The coating shall be inspected per ASTM D-4787 "Continuity Verification of Liquid or Sheet Linings Applied to Concrete Substrates", using high-voltage spark testing equipment with variable settings. Test voltage shall be set at an initial 100 volts per mil (4,000 volts per mm) of specified film thickness, and then increased as needed to compensate for relative conductivity of the concrete substrate by spark testing an induced holiday at furthest extension of test probe from grounding location. Once test voltage is determined, it shall be used throughout that area, and then re-determined again every time a new ground is made. Detected holidays shall be marked and repaired per coating manufacturer's recommendations.

7. REPAIRS

SURFACE PREPARATION Repair area shall be decontaminated and deficient sections shall be removed until properly applied, firmly adhered coating materials are reached. Exposed surfaces shall be treated to satisfy applicable requirements. Coating material surrounding repair area shall be abraded to remove gloss, then solvent-wiped to dust-free condition and allowed to dry, before application of repair materials. Extent of abraded area shall depend on whether repair materials are spray or hand-applied, but in either case, no repair material shall be applied beyond abraded areas.

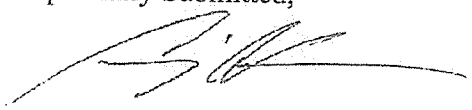
MATERIAL AND APPLICATION A maximum 12 fl. oz. (350 ml) of Reactamine 760 coating material shall be hand-mixed in a 2A:1B volume ratio, then quickly and evenly applied by brush or putty knife, covering the repair area. Repair material shall not extend beyond surrounding abraded area. Any repair material applied to glossy or improperly prepared surfaces shall be removed immediately. Larger repairs may require spray-application.

8. WARRANTY

Carboline Company shall provide a 10-year warranty similar to the warranty supplied prior for the above coating system.

Thank you for considering Carboline Company products on this project, please do not hesitate to contact me if there is any other information I can provide.

Respectfully Submitted,



Craig Figgins
Carboline Co.
S/W Washington/Oregon
(503)313-5438 - cell

Carboline Company
2150 Schuetz Road
St. Louis, MO 63146
Phone: 314.644.1000
Fax: 314.644.3353

FOR IMMEDIATE RELEASE

Reactamine® 760 Expands Capabilities with FDA Approval

Moving forward with the next evolution of chemical resistant linings.

St. Louis, MO (March 16, 2012) - Carboline Company the leading global manufacturer of High Performance Coatings, Linings and Fireproofing Products announced today that Reactamine 760, an elastomeric polyurethane hybrid technology, now has the added versatility of FDA approval. Reactamine 760 has gained FDA approval for direct dry food contact in addition to its UL certification for potable water service.

Reactamine 760 was originally released over a year ago as a more environmentally friendly fast-setting, chemical resistant elastomeric lining. "We have been specifying elastomeric polyurethane hybrid technology for over 40 years. We are extremely excited to take what we have learned and offer our customers the latest in proven lining technology with Reactamine 760. The application of this product will help us address customers' needs worldwide" said Doug Moore, Vice President of Global Marketing.

Reactamine 760 is a 100% solids aromatic hybrid polyurethane lining technology, which is already UL approved for potable water ANSI/NSF Std. 61. Today's announcement opens up opportunities for Reactamine 760 for use in food storage as it now complies with 21 CFR 175.300 methods D, E & G and direct dry food contact. "Reactamine 760 is solvent free and is also free of MOCA (4,4'-Methylenebis (2-chlorobenzenamine)). This makes Reactamine 760 a safe product to use and ideal for food and water storage" said Dallas Finch, Vice President of R&D. In addition to being a great lining for food and potable water storage, this product is also a resilient coating that protects both steel and concrete surfaces from aggressive chemical attack, which makes it a great fit for secondary containment projects.

Since its release, Reactamine 760 has been used on multiple projects and continues to gain acceptance. The projects range from variety of steel tanks and clarifiers to a 150' x 100' concrete flume and multiple concrete manholes. It has even been used in more aggressive industrial settings for the power industry. "Reactamine 760 is resistant to acidic environments, which is key in protecting substrates against microbiologically induced corrosion (MIC) and hydrogen sulfide (H2S) found in the wastewater treatment process" said Mitch Connor, Senior Market Manager - Water & Wastewater.

Carboline will continue to leverage its 40 years of expertise in Elastomeric Polyurethane technology to benefit its customers worldwide. Reactamine 760 is simply the latest technology in Elastomeric Polyurethane Hybrid linings with a broad range of applications. Carboline has been a global manufacturer and supplier of innovative High Performance Coatings for the Industrial, Commercial, and Architectural industries since 1947. Carboline Company's Global Headquarters is based in St. Louis, Missouri, with manufacturing locations around the world. For more information on this product visit www.carboline.com

Media Contact: Adriana Lantzy, alantzy@carboline.com, 314-644-1000 x 2777

###

product data carboline®

Reactamine® 760

Selection & Specification Data

Generic Type
Solvent Free Aromatic Polyurethane Hybrid

Description
Environmentally friendly, advanced hybrid technology, plural-component applied coating used as a lining for water, wastewater, manholes, penstocks, dam gates, pipelines and other aggressive immersion applications. Provides protection against microbiologically induced corrosion (MIC) and hydrogen sulfide corrosion found in wastewater treatment service.

Features
- **UL approved for ANSI/NSF Std. 61 potable water**
- Complies with 21 CFR 175.300 Method D, E, & G and Direct Dry Food Contact
- Complies with Greenbook
- Cold temperature cure
- Fast cure and walk on time
- Excellent barrier properties, low permeability
- Single-coat application 60 to 125 mils
- Bridges normal shrinkage cracks in concrete
- True monolithic film on steel and concrete
- Encapsulates rivets, bolts, and edges in one coat
- Outstanding abrasion, impact and tear resistance
- Combines polyurethane and polyurea technologies to form a hybrid polyurethane

Color
Light Tan (0200) is the only standard color that is potable water approved. Other colors available are Blue (0100), Light Blue (P100), Black (0900), Beige (S200) & Red (0500). All colors are unmatched colors.

Finish
Gloss

Primers
Steel: Self-priming
Concrete: Self-priming when concrete is dry. Use Phenoline 311, Carboguard 1340 WB, Carboguard 690 or Plasite 4503 as primer over damp concrete.

Dry Film Thickness
20.0 - 125.0 mils (508 - 3175 microns) Total DFT

20 to 125 mils (508 to 3175 microns) for most applications on steel
60 to 125+ mils (1524-3175+ microns) or higher for most applications on concrete.

Solids Content
By Volume 100%

Theoretical Coverage Rate
1604 ft^2 at 1 mil (39 m^2/l at 25 microns)
80 ft^2 at 20 mils (2 m^2/l at 500 microns)
13 ft^2 at 125 mils (0.3 m^2/l at 3125 microns)

Allow for loss in mixing and application.

VOC Values
As Supplied 0

Limitations
- Reactamine 760 will tend to yellow or darken in exterior UV exposure but will not affect performance
- Not recommended for exposure to concentrated acids, aromatic, ketone or chlorinated solvents
- Dry temperature resistance from -20 to 180°F (-29 to 82°C)

Substrates & Surface Preparation

General
Surfaces must be properly cleaned. Employ adequate methods to remove dirt, dust, oil and all other contaminants that could interfere with adhesion of the coating.

Steel
SSPC-SP10 with a 3.5 mil (89 micron) to 5 mil (127 microns) surface profile.

Concrete
Concrete must be cured 28 days at 75°F (24°C) Prepare surfaces in accordance with SSPC-SP13/NACE 6 or ICRI 03732 to obtain CSP 4 to 6 roughness. Attain a surface profile resembling extra coarse sandpaper. Eliminate leaks and infiltrations and remove standing water. Resurface areas with excessive cavities (bugholes) or exposed aggregate using a high-strength resurfacing product. Carboguard 510 may be used to patch bugholes or to resurface. Before application of Reactamine 760, the surface must be free of condensation and visible moisture. Vacuum to dust-free condition before application. Reactamine 760 can go direct to the concrete if the concrete is clean and dry. Use a moisture tolerant primer before applying Reactamine 760 on damp surfaces.

Performance Data

Test Method	System	Results
ASTM 2794, Impact Direct and Reverse	1 ct. Reactamine 760	160 inch-pounds
ASTM B117, Salt Fog Resistance for 1,000 hours	1 ct. Reactamine 760	Plane No Blisters Scribe No Blisters & 1.7 mm UCC
ASTM D 624 Tear Strength	1 ct. Reactamine 760	347 pli
ASTM D2240, Shore D Hardness	1 ct. Reactamine 760	60-65
ASTM D2247, Humidity Resistance	1 ct. Reactamine 760	1,000 hours with no effect
ASTM D4060 (1000 cycles with 1000g), Abrasion Resistance	1 ct. Reactamine 760	37 mg loss,
ASTM D412 Tensile strength Elongation	1 ct. Reactamine 760	2,000 to 3,000 psi 90 to 110%
ASTM D522, Flexibility Method B, 1/8 inches Cylinderical Mandrel Bend	1 ct. Reactamine 760	Pass
ASTM D570 Water Absorption, Long Term Method	1 ct. Reactamine 760	Less than 0.7%
ASTM E-96, Permance	1 ct. Reactamine 760	0.23 Perms
ASTM E96, Water Vapor Transmission Rates	1 ct. Reactamine 760	0.1 g/100 in^2/24 hours
Membrane Bio-Reactor Lining, 20 cycles	1 ct. Reactamine 760	Pass
Pickle Jar Test from Greenbook Section 210-2.3	1 ct. Reactamine 760	Pass

November 2013

6857

Reactamine® 760

Mixing & Thinning

Gel Time	3 to 4 minutes at 70 to 80°F (21 to 27°C)
Mixing	Power mix Resin (Part A) with an air-driven agitator for 30 minutes just prior to use. Catalyst (Part B) requires no mixing before using unless tinted.
Thinning	Not recommended
Ratio	2:1 Ratio (A to B) by volume

Application Equipment Guidelines

Listed below are general equipment guidelines for the application of this product. Job site conditions may require modifications to these guidelines to achieve the desired results.

Plural Component Airless Spray	Heated plural airless will be a fixed-volume ratio 2A:1B. Standard equipment typically includes heated hoses, drum heaters, pressure feed from 50 gallon steel drums or heated hoppers, recirculation system, automatic high-pressure shut-off system. Please call Carboline Technical Service (1-800-848-4645) for complete pump, static mixer, whip hose and airless gun with tip set up recommendations. Applicator training is required and spray equipment must be approved by Carboline's Field Technical Service. Note: Part A optimum material temperature should be 80° to 90°F (27° to 32°C) and Part B should be 75° to 85°F (24° to 29°C).
Touch Up	Brush apply material from Reactamine 760 Repair Kit. For use on small areas only. Available in dual cartridge system for spray application. Requires HSS (hand spray system) gun to apply. Contact Technical Service for details.

Application Conditions

Condition	Material	Surface	Ambient	Humidity
Minimum	75 °F (24 °C)	35 °F (2 °C)	25 °F (-4 °C)	0%
Maximum	110 °F (43 °C)	140 °F (60 °C)	120 °F (49 °C)	95%

Application on substrate from 110 to 140°F will require special application techniques. Please consult Carboline's Technical Service for details. Industry standards are for substrate temperatures to be 5°F (3°C) above the dew point. Caution: This product has some moisture tolerance, but it can be moisture sensitive depending on conditions. Excessive material temperatures can reduce film build. See detail material temperature range for part A and B in plural component airless spray section.

Curing Schedule

Surface Temp. & 50% Relative Humidity	Cure for Most Immersion Services	Dry Time (Light Foot Traffic)	Dry to Touch	Maximum Recoat Time
38 °F (3 °C)	16 Hours	6 Hours	4 Hours	36 Hours
73 °F (23 °C)	2 Hours	2 Hours	1 Hours	18 Hours

2 hour cure to immersion refers to water and wastewater sevice only. Inquire for other services, consult with Carboline's Technical Service Department. These times are based on recommended dry film thickness. If maximum recoat is exceeded, the surface must be abraded to roughen surface and cleaned of dust and debris and then solvent wiped with MEK or acetone prior to the application of additional coats. Maximum recoat time with itself: 4 hours in direct sunlight, 8 hours not in sunlight and 18 hours inside closed tank at 73°F (23°C).

Testing / Certification / Listing

Underwriters Laboratories, Inc	**Reactamine 760 (color 0200) was tested by UL and is approved for ANSI/NSF Standard 61 (potable water lining). It is approved for water tanks greater than or equal to 100 gallons and pipes greater than or equal to 20 inches. Maximum film thickness is 125 mils (3175 microns) DFT. Minimum cure time for potable water service is 4 hours at 61°F (16°C).**

Packaging, Handling & Storage

Shelf Life	Part A: Min. 24 months at 75°F (24°C) Part B: Min. 12 months at 75°F (24°C) When kept at recommended storage conditions and in original unopened containers
Shipping Weight (Approximate)	150 Gallon kit weighs 1400 lbs. (635 kg) 75 Gallon kit weighs 700 lbs. (318 kg) 15 Gallon kit weighs 140 lbs. (63.5 kg) 3 Quart Repair Kit weighs 7 lbs. (3.2 kg) 900 ml Dual Cartridges, Six Cartridges to a carton weighs 43 lbs. (19.5 kg)
Storage Temperature & Humidity	40 to 120°F (4 to 49°C) 0 to 95% Humidity Store indoors and keep Dry. Do not place drums directly on concrete or earth. Store on top of wood slats or pallets. Blanket all partial drums with nitrogen gas to prevent moisture contamination. Avoid freezing. Do not open until ready to use. Rotate Resin (Part A) drums regularly if stored for the long term.
Flash Point (Setaflash)	Part A: >300°F (148°C) Part B: 390°F (199°C)

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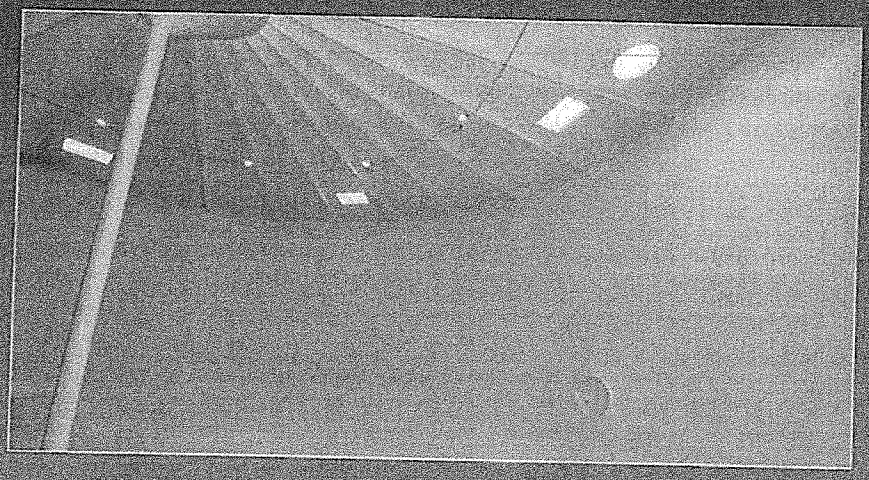
www.carboline.com

An RPM Company

November 2013
8857

Reactamine® 760

Reactamine 760 provides excellent protection to both concrete and steel against corrosion. It is ideal for immersion service in water and wastewater environments and provides protection against mircrobiologically induced corrosion (MIC) and hydrogen sulfide levels seen in wastewater treatment.



PRODUCT FEATURES

- UL approved for ANSI/NSF std. 61 potable water
- FDA approved, complies with 21 CFR 175.300 Method D, E & G and direct dry food contact
- Environmentally friendly product; zero VOC and low odor
- Low temperature cure
- Tough film that has excellent tear, impact and abrasion resistance
- Fast setting properties result in quick return to service
- Applicator-friendly formulation with smooth finish
- Covers rough concrete, cracks, welds, edges and bolts in one coat
- Monolithic film that is a dense membrane with low permeability
- High production rate with plural component spray equipment
- Easy to repair, patch by hand using repair kits
- Package Options: 150, 75 and 15 gallon kits
- Easy to repair with ¾ gallon kit or dual cartridges

PRODUCT DETAILS

Reactamine 760 is a two component, 100% solids, 0 VOC, elastomeric, aromatic polyurethane hybrid used for a variety of industrial applications where tough but flexible coatings with excellent barrier properties are needed. It's an environmentally friendly product that is MOCA free and made from bio-based ingredients. Reactamine 760 is resistant to acids, alkaline and other corrosive services. An excellent choice in water and wastewater treatment services including immersion.

APPLICATIONS

WASTEWATER TREATMENT

MANHOLES AND WET WELLS

SEDIMENTATION BASINS

CLARIFIERS

ANAEROBIC DIGESTER

PENSTOCKS

COVERED HOPPERS

COOLING TOWERS

PIPE LINING

SECONDARY CONTAINMENT

carboline®
Coatings · Linings · Fireproofing

Reactamine® 760

QUALITY PRODUCT BACKED BY QUALITY SERVICE

- Carboline Company has been solving tough corrosion and fireproofing problems since 1947
- Industrial service centers and sales offices located around the world
- Over 20 worldwide manufacturing locations with a global network of sales and technical support
- Industry leading field service and technical engineering support team
- Certified to ISO 9001

REASONS TO USE REACTAMINE 760		
PERFORMANCE FEATURE	**ADVANTAGE**	**BENEFIT**
Fast dry to handle & service times	Returns tanks, clarifiers, rail car, or other applications back to service quicker.	Reduces the costs associated with shutting down a facility or piece of equipment in order to perform maintenance painting
Zero VOC	Compliant to VOC regulations; worker safe conditions	Less ventilation requirements; can apply more square feet over a given period
High-build (125+ mils in a single coat)	Thick film application allows you to complete a given job in a single coat	Elimination of multiple coats allows you to complete any job quicker; reduces man hours, thereby reducing the overall labor costs of a job
Longer gel time	Allows for plural component spray with single line whip hose	Easier to use; less worker fatigue, more control on spray pattern and reduced waste
Tough, resilient film	Ability to resist damage over a longer service life	Lower maintenance costs and extended service life

CURE SCHEDULE				
Surface Temperature	Set to Touch	Tack Free Time	Light Foot Traffic	Cure to Immersion for Water and Wastewater Service*
73°F (23°C)	50-60 min	1 Hour	1.5 Hours	2 Hours
38°F (3°C)	2 Hours	4 Hours	6 Hours	16 Hours
* Consult Technical Service for other services				

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Coatings - Linings - Fireproofing

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01-46-98412-4/18

City of St. Helens
P.O. BOX 278 PHONE (503) 397-6272
St. Helens, Oregon
97051

November 18, 2016

COPY

Bud Bartunek
Western Partitions, Inc.
8300 SW Hunzker St
Tigard, OR 97223

Subject: Proposed Alternative Coating System
St. Helens 2 MG Reservoir Rehabilitation Project
City Project No. W-449

Dear Mr. Bartunek,

Thank you for submitting a proposal to use the Carboline Reactamine 760 in lieu of the Carboline Phenoline 341 as viable alternative to address the possible coating adhesion concerns which may arise because of the existing condition of the concrete reservoir.

While we are evaluating the proposal, please revise Western Partitions, Inc.'s (WPI) Scope Letter, dated 11/16/2016, to further clarify and/or address the following.

1. Please explain WPI's and Carboline's concern with applying Phenoline 341 to the existing concrete. How is the proposed Reactamine coating system going to address WPI's and Carboline's concern?

2. The 10 year warranty: WPI's Scope Letter, under Item 3 of the Conditions, indicates that Carboline will warranty the installation of the proposed Reactamine coating system. Please provide more detail. What types of issues and/or failures are covered by the warranty cover? Does the warranty cover WPI's workmanship for 10 years? What determines product failure? Who determines product failure? Who performs the repair? What is not covered by the warranty? Also please provide a comparison between the warranties of the Reactamine 760 vs. the Phenoline 341.

3. Mortar Repair 5% Interior (Bid Item No. 3) and Repair Interior Surface Cracks (Bid Item No. 7): The proposed Reactamine coating system should either greatly reduce or eliminate the need for any extensive mortar repair or surface crack repair. Please confirm.

4. Please revise cost breakdown table in Scope Letter. The table references deleted unit cost for Bid Item No. 6 (Repair Interior Concrete Joints) and not the revised bid item 6. Please refer to table provided below.

Bid Item No.	Description of Work	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization, Demobilization, Bonds, and Insurance	1	LS	$8,681.00	$8,681.00
2	Blast Interior Concrete Surfaces	20,700	SF	$5.18	$107,226.00
3	Mortar Repair 5% Interior	1,000	SF	$28.07	$28,070.00
4	Epoxy Walls and Hopper Bottom	12,850	SF	$4.29	$55,126.50
5	Epoxy Floor	7,850	SF	$4.31	$33,833.50

6	Repair Interior Concrete Joints (Original Bid Item; DELETED)	100	LF	-$91.43	-$9,143.00
6	Repair Interior Concrete Joints (Revised Bid Item; Change Order 1)	1,537	LF	$37.46	$57,576.02
6A	Additional Grinding, Equipment, Fuels (Revised Bid Item; Change Order 1)	1,537	LF	$10.74	$16,507.38
7	Repair Interior Surface Cracks	100	LF	$66.94	$6,694.00
8	Remove and Reinstall Ladder (Original Bid Item; DELETED)	1	LS	-$17,704.00	-$17,704.00
9	Remove and Reinstall Weir Box	1	LS	$3,443.00	$3,443.00

5. Please submit labor and materials cost breakdown for the proposed Reactamine coating system for Bid Item No. 4 and Bid Item No. 5.

I look forward to your response, if you have any questions please let me know.

Sincerely,

Sharon Darroux
Engineering Project Manager

WPI

ESTABLISHED 1972

COPY

Sharon Darroux
Engineering Project Manager
City of ST Helens
PO BOX 278,
ST Helens, OR
97051

11/23/16

Regards: 2 MG Reservoir Rehabilitation Project

Dear Sharon,

We are submitting this information in response to the teleconference on 11/18/16, your letter dated 11/18/16 and to the email received on 11/21/16.

Questions as received from the City with answers:

Q) Please explain WPI's and Carboline's concern with applying the Phenoline 341 to the existing concrete. How is the proposed Reactamine coating system going to address WPI's and Carboline's concern?

A) Please find attached Exhibit "A" which is the QC Report performed in the field on adhesion pull testing for the concrete. We found on earlier inspections in the tank after cleaning was completed and with City Representatives and Representatives from Kennedy Jenks present these areas of concern. The interior of the tank appeared to have a residual material such as sand not adhering to itself in several areas within the aggregate surface; likely a process utilized in building the tank many years ago. We put down sample areas with the Phenoline 341 product so we could test the product for long term use and durability to determine if we could get adequate adhesion to the substrate. Once cured we performed our adhesion testing as seen in Exhibit "A". The results were unsatisfactory in all areas where testing occurred. The readings we attained were 45 psi, 90 psi and 161 psi. What we needed to see were readings in the 300 psi or near to that to assure that we would have proper adhesion of the coating to the concrete substrate.

The Reactamine product proposed would eliminate the adhesion concerns by providing a lining system over the failing substrate and allows for added adhesion because the coated fabric liner will be secured to the concrete substrate with stainless steel fasteners. The advantage of a coating system such as the Reactamine 760 over other options is that the Reactamine system would be repairable should the need arise at some point in the future unlike other options that might be available.

local: 503.620.1600 toll free: 800.783.0315 fax: 503.624.5781 | 8300 SW Hunziker Street, Tigard OR 97223 | www.westernpartitions.com
OR: 60330 | WA: WESTEPI 7296 | NV: 0080775

Q) ***The 10 year warranty: WPI's Scope letter, under item 3 of the conditions, indicates that Carboline will warranty the installation of the proposed Reactamine coating system. Please provide more detail. What types of issues and/or failures are covered by the warranty coverage? Does the warranty cover WPI's workmanship for 10 years? What determines product failure? Who determines product failure? Who performs the repair? What is not covered by the warranty? Also, please provide a comparison between the warranties of the Reactamine 760 VS. the Phenoline 341?***

A) Under item 3 in the scope letter from WPI it states the following: ***"The warranty that will be provided by Carboline with the installation of this system is a 10 year warranty as described in the attached installation and warranty guide"*** the word **"with"** not *"will"* was used in item 3 of the scope letter sent out from myself at WPI.

An example warranty form was provided during our teleconference via email on 11/18/16 as well it is attached here as Exhibit "B".

The warranty does not cover the workmanship of WPI for 10 years. The warranty being provided by WPI under this contract is 2 years.

The determination of a product failure would be precipitated upon its own accord, i.e. concrete failure, disbonding.

Carboline would send out one of their representatives to inspect the failure and then meet with the City to discuss what was found and what repairs would be needed.

If there are repairs in the first 2 years WPI would repair the areas needing repaired. Beyond the 2 year warranty period the City would need to hire out the repair work if needed with Carboline only covering the material if it failed. The coating system depending on the repair, if any is needed can be repaired in spots or areas with patching and recoating.

What is not covered by the warranty would be anything outside of the items covered in the warranty example provided as Exhibit "B".

The comparison of the warranties between the Reactamine 760 and the Phenoline 341 would be that the Phenoline 341 and Reactamine 760 have a 2 year warranty on installation and materials and the Reactamine 760 warranty extends it up to 10 years on materials only and is explained in exhibit "B" that has been provided by Carboline.

Q) **Mortar repair 5% interior (Bid Item 3) and repair Interior Surface Cracks (Bid Item 7): The proposed Reactamine coating system should either greatly reduce or eliminate the need for any extensive mortar repair or surface crack repair. Please confirm.**

A) The Mortar repair 5 % (Bid Item 3) that was to be performed in repairing interior concrete surfaces such as the repairs noted at the expansion joints would not be needed with the Reactamine 760 system.

The Interior Surface crack repair (Bid item 7) would need to be completed to prevent water intrusion under the lining system as discussed. It has also been suggested on several occasions in meetings with the City that the exterior wall of the tank needs to be

sealed in order for other unknown leaks not found now to be remedied in the near future. It has been discussed WPI will find and repair the visible and detectable leaks prior to coating installation by documenting them along with the location of each in a QC report that will be provided to the City.

Q) Please revise the cost breakdown table in the Scope letter. The table references deleted unit costs for Bid Item 6 (Repair Interior Concrete Joints) and not the revised Bid Item 6. Please refer to the table provided below.

A) The corrected table is below
(The expense amount to date of bid item #6 is included in the table below as "New". This is the amount that will be charged in future Billings for work completed of Bid Item #6 to date. Should the City decide to repair the Joints under the proposed Coating System then the #6 Bid Item of the original contract would be the correct amount)

BID Item					Contract	New	*Change*
#1	Mobilization	Each	1	$8,861	$8,681	$10,241	$1,560
#2	Blast Interior Concrete Surfaces	Sqft	20700	$5.18	$107,226		
#3	Mortar Repair 5% Interior	Sqft	1000	$28.07	$28,070		
#4	Reactamine Hopper Bottom & Wall	Sqft	12850	$4.29	$55,126.50	$155,828	$100,701.50
#5	Reactamine Floor	Sqft	7850	$4.31	$33,833.50	$101,027	$67,193.50
#6	Repair Interior Concrete Joints (Change Order #1)	LF	1537	$37.46	$57,576.02	(Cost to Date) $22,919	< -$34,657.02>
#6 A	Sandblasting Prep of Concrete Joints (Change Order #1)	LF	1537	10.47	$16,507.38		
#7	Repair Interior Surface Cracks	LF	100	$66.94	$6,694		
#8	Remove and Reinstall Ladder	LS	1	$17,704	(- $17,704)	Removed from the Contract	
#9	Remove and Reinstall Weir Box	Each	1	$3,443	$3,443		
	Total						$ 169,455

** The Original Contract amount for Bid Item #6 was $57,576.02; cost to date is $22,919. The difference of $34,657.02 has not been deducted from the Changed amount because it is an original contract item change order.

Q) Please submit labor and materials cost breakdown for the proposed Reactamine coating system for Bid Item 4 and Bid Item 5.

A) Please find the cost breakdown requested below for Bid Items 4 & 5. Please note that an option of either the Tapcon screws or the stainless threaded rod, washers & nuts attached w/adhesive will need to be selected for fastening of the fabric to the concrete for each of Bid items 4 & Bid item 5 from below. The items in Blue have been discussed to date and are included in the total cost of items below. The items in Green were requested to be presented as an option, but one or the other will need to be selected for securing of the fabric prior to coating installation.

Bid Item	Description of work	Scheduled Value	
4	Epoxy Hopper Bottom & Wall - Labor (273) hours	15,083.25	
4	Epoxy Hopper Bottom & Wall - Materials	59,150.92	
4	Equipment, fuels, sundries, disposal	69,926.92	
5	Epoxy Floor - Labor (168) hours	9,282.00	
5	Epoxy Floor - Materials	35,453.08	
5	Equipment, fuels, sundries, disposal	49,531.95	
		Total = $238,428.12	
4 - ADD	Attach Fabric with Tapcon Screws (70 hrs)	3,867.50	$11,667.50
4 - ADD	Attach Fabric with Tapcon Screws Materials	7,800.00	
5 - ADD	Attach Fabric with Tapcon Screws (40 hrs)	2,210.00	$6,760.00
5 - ADD	Attach Fabric with Tapcon Screws Materials	4,550.00	
		Total = $18,427.50	
4 - ADD	Stainless thread rod w/adhesive (155 hrs)	8,563.75	$21,035.22
4 - ADD	Stainless thread rod w/adhesive - Materials	12,471.47	
5 - ADD	Stainless thread rod w/adhesive (90 hrs)	4,972.50	$11,833.48
5 - ADD	Stainless thread rod w/adhesive - Materials	6,860.98	
		Total = $32,868.70	
	TOTAL OF ITEMS IN BLUE	$ 256,855.62	

Previously quoted price $164,537.00 per WPI Scope Letter dated 11/16/2016 which includes price for tapcon screws.
Therefore, price with adhesive anchors should be
$164,537 - $18,427.50 + $32,868.70 = $215,833.20
Reactamine Hopper Bottom & Walls = $155,828 - $11,667.50 + $21,035.22 = $165,195.72
Reactamine Floor = $101,027 - $6,760 + $11,833.48 = $106,100.48

****An engineered fastener has not been requested for the anchoring systems suggested above and the adhesion pull testing has indicated an unknown determined value that would question if it is needed when the fabric is only to be secured. Due to the readings recorded during adhesion pull testing the intent is to anchor the fabric as securely as possible but the readings taken indicated concrete spalling may occur whether using engineered fasteners are not.**

Please call me at (503) 523-8772 with any questions you may have regarding the items above.

Sincerely,

Bud Bartunek
Project Manager

EXHIBIT

A

EST. 1972

Job Number:	17-0150	Report Number:	020
Job Name:	St. Helens 2mg reservoir	Date:	11/14/2016
Location of Work:	Inside concrete reservoir	Report Produced By:	Keith Fletcher

Industrial Coatings Quality Control Daily Report

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INSPECTION AREA

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Report #: 020

- [x] Ambiant Weather Conditions
- [x] Surface Preperations Documentation
- [ ] Profile Report
- [ ] Coating Information
- [ ] Dry Film Thickness
- [x] Photos

AREA C
Report #

- [ ] Ambiant Weather Conditions
- [ ] Surface Preperations Documenta
- [ ] Profile Report
- [ ] Coating Information
- [ ] Dry Film Thickness
- [ ] Photos

AREA B
Report #

- [ ] Ambiant Weather Conditions
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- [ ] Profile Report
- [ ] Coating Information
- [ ] Dry Film Thickness
- [ ] Photos

AREA D
Report #

- [ ] Ambiant Weather Conditions
- [ ] Surface Preperations Documenta
- [ ] Profile Report
- [ ] Coating Information
- [ ] Dry Film Thickness
- [ ] Photos

NOTES

Pull test done on concrete substrate
Pull test 1-a. 11-14-2016. At 7:09 am. Section 2 slope. Concrete failure at 45 psi. See attached photos
Pull test 1-b. 11-14-2016. At 7:16 am. Section 9 slope. Concrete failure at 90psi. See attached photos
Pull test 1-c. 11-14-2016. At 7:20 am. Section 8 wall. Dolly fell off before glue dried. Reset dolly in different spot Will do pull test on 11-15-2016.
Pull test 1-d. 11-14-2016. At 7:33 am. Section 5 floor. Concrete failure at 161 psi. See attached photos
Environmental's Wb 60. Db 61 rh 94 dp 59 st 55 ab 55
. . . . .

REVIEW

Foremans : Keith Fletcher

PM Review:

QCS Review:

14407 32nd Street E Suite 100 - Sumner, WA 98390 (253) 826-1700 - Fax: (253) 926-1701

90196 Highway 99 North Suite 2 - Eugene, OR 97402 (541) 338-9700 - Fax:(541) 338-9701

958 Spice Island Dr. - Sparks, NV 89432 (775)284-5000 - Fax: (775)-284-5001

8300 SW Hunziker Rd - Tigard, OR 97223 (503)- 620-1600 - Fax: (503) 624-5781

WPI
EST. 1972

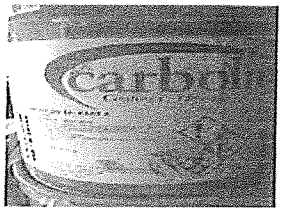
Location of Work:	Inside concrete reservoir	Job Number:	17-0150
Area A:	Inside concrete reservoir	Date	11/14/2016
Report Number Area A:	020	Report Produced By:	Keith Fletcher

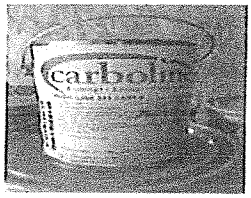
SURFACE PREP

						SAT/UNSAT	
Surface Preparation Type:	Power wash	Substrate Type:	Concrete				
Pre-conditions of substrate:	Poor						
Was PH Testing of the Substrate Performed?	N/A	Results:					
Was Moisture Testing Performed?	N/A	Type:	--	Gage#			
Was Compressor Blotter Test Performed?	N/A	Remarks:					
Abrasive Mfg.:	Na	Mesh Size:		Abrasive Cleanliness:		✓	
Abrasive Additive:	Na	Average Anchor Profile:					
Was surface inspected for cleanliness?	Yes	Method Used:	Visual			✓	

COATINGS INSTALLATION

Product:	Carboline phenoline 341	Coat:	1 Coat			
Thinner Type:	None	Gal. Used:	.5	% Thinned:	0	
Induction Time:		Mixed Accord to Spec:	Yes			
Wet Film Thickness Readings Taken:	Yes	Results:	26			✓





Part A	Part B	Part C	Thinner

INSPECTION

Is there a shop primer?	N/A	Average DFT's			
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Shop primer notes:					
Coating inspection area:				Coat inspected:	
DFT Performed:	N/A	Date coated:		Average DFT's:	
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Coating notes:					

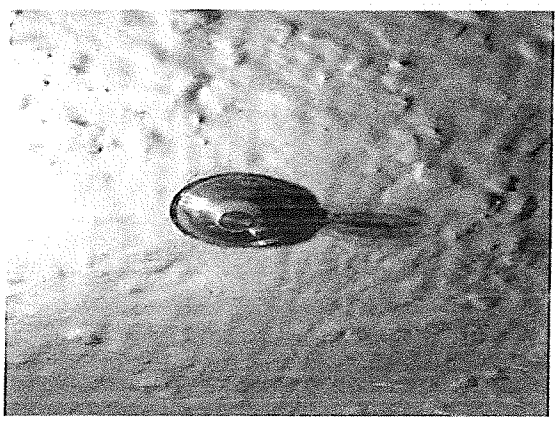
Note: Dry Film Thickness readings per SSPC PA-2 recorded on attached PosiTector report. Results of reading are recorded above.

NOTES

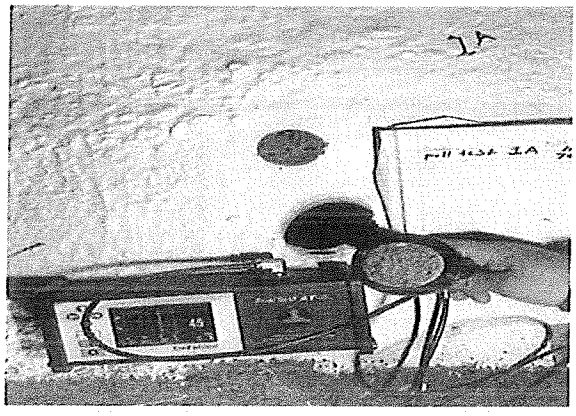
Applied test spots on concrere substate We had concrete failure on all spots tested with a pull test..
Pull test was performed on concrete substrate
Coating tested is carboline . Phenoline 341

Location of Work:	Inside concrete reservoir	Job Number:	17-0150
Area A:	Inside concrete reservoir	Date	11/14/2016
Report Number Area A:	020	Report Produced By:	Keith Fletcher

DIGITAL PHOTOS

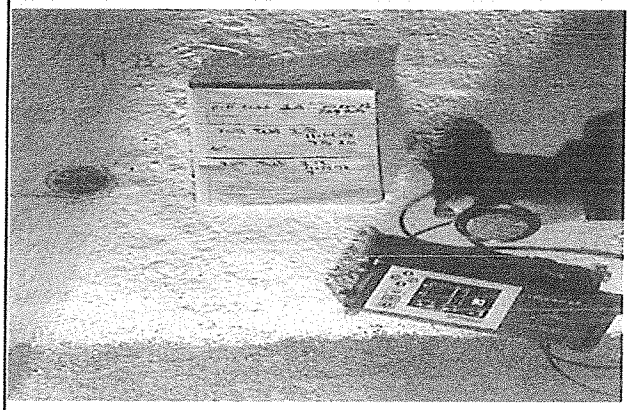


Pull test 1-a 11-14-2016 7:09 am section 2 slope.



Results of pull test section 1-a Concrete failure at 45 psi. Section 2 slope. 11-14-2016 at 7:09 am

Area of pull test section 2 slope. Arrow is pointing to tank entry .



Pull test for 1-b section 9 slope concrete failure at 90 psi 11-14-2016 at 7:16 am

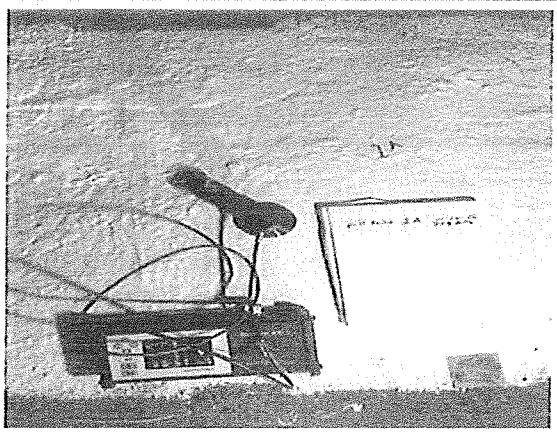


Photo of adhesion tester attached to the dolly and zeroed out .

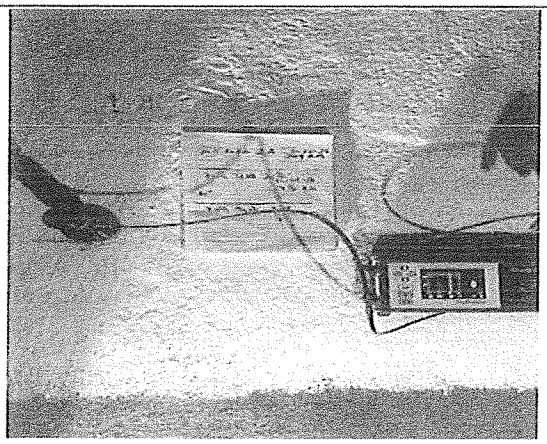


Photo of adhesion tester zeroed out .

Location of Work:	Inside concrete reservoir	Job Number:	17-0150
Area B:		Date	11/14/2016
Report Number Area B:		Report Produced By:	Keith Fletcher

SURFACE PREP

						SAT/UNSAT
Surface Preparation Type:		Substrate Type:	--	Other Material:		
Pre-conditions of substrate:						
Was PH Testing of the Substrate Performed?	N/A	Results:				
Was Moisture Testing Performed?	N/A	Type:	--	Gage#		
Was Compressor Blotter Test Performed?	N/A	Remarks:				
Abrasive Mfg.:		Mesh Size:		Abrasive Cleanliness:		
Abrasive Additive:		Average Anchor Profile:				
Was surface inspected for cleanliness?	N/A	Method Used:				

COATINGS INSTALLATION

Product:		Coat:	--		
Thinner Type:		Gal. Used:		% Thinned:	
Induction Time:		Mixed Accord to Spec:	N/A		
		Wet Film Thickness Readings Taken:		Results:	

Product A	Product B	Product C	Product D
Product A Batch #	Product B Batch #	Product C Batch #	Product D Batch #

INSPECTION

Is there a shop primer?	N/A	Average DFT's			
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Shop primer notes:					
Coating inspection area:				Coat inspected:	
DFT Performed:	N/A	Date coated:		Average DFT's:	
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Coating notes:					

Note: Dry Film Thickness readings per SSPC PA-2 recorded on attached PosiTector report. Results of reading are recorded above.

NOTES

Location of Work:	Inside concrete reservoir	Job Number:	17-0150
Area B:		Date	11/14/2016
Report Number Area B:		Report Produced By:	Keith Fletcher

DIGITAL PHOTOS

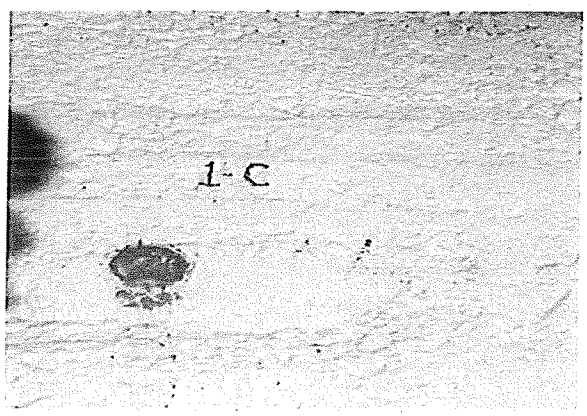


Photo of 1-c section 8 wall dolly fell off before glue dried re- set dolly in new area of same section. Will pull test on 11-15-2016.

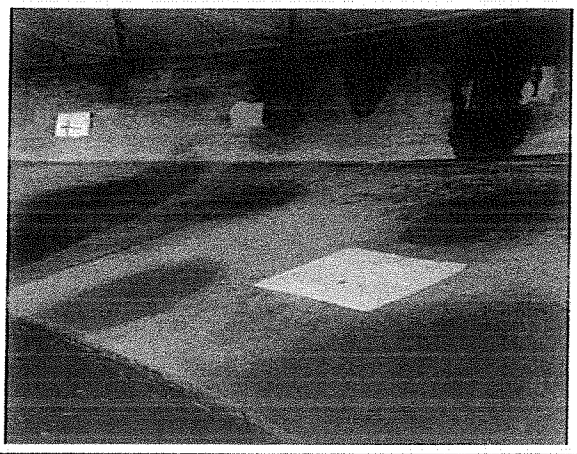
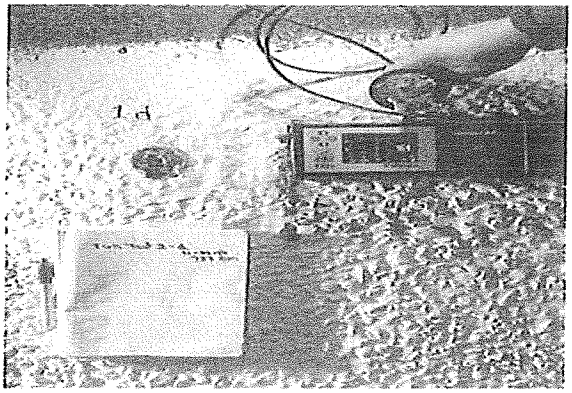
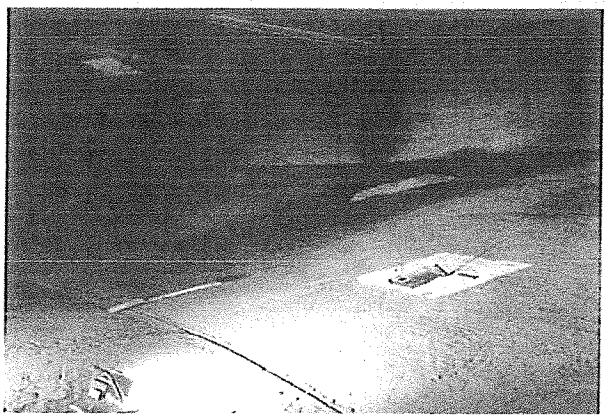
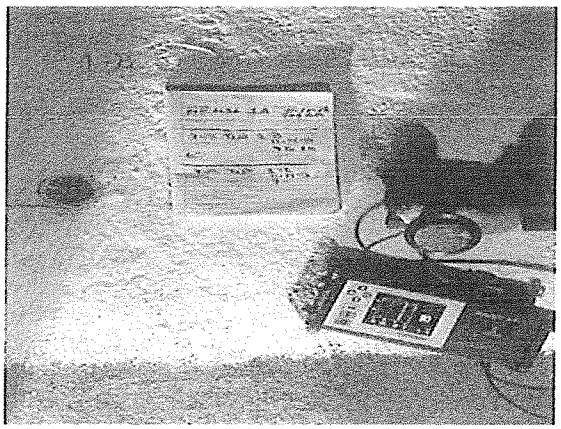


Photo of test area back of tank directly across from entryway



Pull test 1-d. Section 5 floor concrete failure at 161 psi 11-14-2016 at 7:33 am





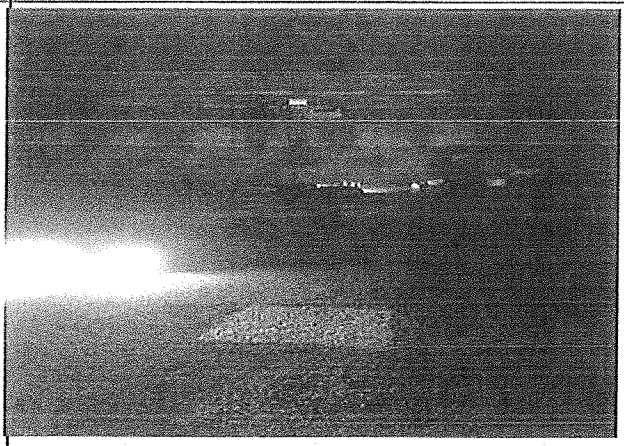


Photo Standing in the back section of test area facing the entryway .

UPI

EST. 1972

Location of Work:	Inside concrete reservoir	Job Number:	17-0150
Area C:		Date	11/14/2016
Report Number Area C:		Report Produced By:	Keith Fletcher

SURFACE PREP

						SAT/UNSAT
Surface Preparation Type:		Substrate Type:	--	Other Material:		
Pre-conditions of substrate:						
Was PH Testing of the Substrate Performed?	N/A	Results:				
Was Moisture Testing Performed?	N/A	Type:	--	Gage#		
Was Compressor Blotter Test Performed?	N/A	Remarks:				
Abrasive Mfg.:		Mesh Size:		Abrasive Cleanliness:		
Abrasive Additive:		Average Anchor Profile:				
Was surface inspected for cleanliness?	N/A	Method Used:				

COATINGS INSTALLATION

Product:		Coat:	--			
Thinner Type:		Gal. Used:		% Thinned:		
Induction Time:		Mixed Accord to Spec:	N/A			
		Wet Film Thickness Readings Taken:		Results:		

Product Data			
Product Data Type	Product Data Type	Product Data Type	Product Data Type
Part A	Part B	Part C	Thinner
Part A Batch #	Part B Batch #	Part C Batch #	Thinner Batch #

INSPECTION

Is there a shop primer?	N/A	Average DFT's			
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Shop primer notes:					
Coating inspection area:				Coat inspected:	
DFT Performed:	N/A	Date coated:		Average DFT's:	
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Coating notes:					

Note: Dry Film Thickness readings per SSPC PA-2 recorded on attached PosiTector report. Results of reading are recorded above.

NOTES

UPI
EST. 1972

Location of Work:	Inside concrete reservoir	Job Number:	17-0150
Area D:		Date	11/14/2016
Report Number Area D:		Report Produced By:	Don Easter

SURFACE PREP

						SAT/ UNSAT
Surface Preparation Type:		Substrate Type:	--			
Pre-conditions of substrate:						
Was PH Testing of the Substrate Performed?	N/A	Results:				
Was Moisture Testing Performed?	N/A	Type:	--	Gage#		
Was Compressor Blotter Test Performed?	N/A	Remarks:				
Abrasive Mfg.:		Mesh Size:		Abrasive Cleanliness:		
Abrasive Additive:		Average Anchor Profile:				
Was surface inspected for cleanliness?	N/A	Method Used:				

COATINGS INSTALLATION

Product:		Coat:	--		
Thinner Type:		Gal. Used:		% Thinned:	
Induction Time:		Mixed Accord to Spec:	N/A		
Wet Film Thickness Readings Taken:				Results:	

Primer Part A Batch #	Primer Part B Batch #	Primer Part C Batch #	Primer Thinner Batch #
Intermediate Part A Batch #	Intermediate Part B Batch #	Intermediate Part C Batch #	Intermediate Thinner Batch #
Topcoat Part A Batch #	Topcoat Part B Batch #	Topcoat Part C Batch #	Topcoat Thinner Batch #

INSPECTION

Is there a shop primer?	N/A	Average DFT's			
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Shop primer notes:					
Coating inspection area:				Coat inspected:	
DFT Performed:	N/A	Date coated:		Average DFT's:	
Instrument S/N #		Instrument Type:	Type 2	Calibration Due Date:	
Coating notes:					

Note: Dry Film Thickness readings per SSPC PA-2 recorded on attached PosiTector report. Results of reading are recorded above.

NOTES

EXHIBIT

B

Carboline Company
2150 Schuetz Rd.
St. Louis, MO 63146
314/644-1000
FAX: 314/644/4617

October 10, 2016

Sample Warranty

PROJECT NAME: City of St. Helens 2 Million Gallon Concrete Potable Water Tank

OWNER: City of St. Helens, OR

LOCATION: St. Helens, OR

CONTRACTOR: Western Partitions, Inc.

1. CARBOLINE COATING SYSTEM (The "SYSTEM")

   A. Surface Preparation: SSPC-SP13/NACE 6 or ICRI 03732 to obtain a CSP 5 to 7 roughness

   B. Coating Products: Carboguard 510 (as required) / One monolithic film of Reactamine 760 HB at 80-100 mils

2. WARRANTY: Carboline Company, hereinafter called "Carboline", warrants that the Coating Products will not be defectively manufactured and therefore the System, if applied in accordance with Carboline's specifications, will prevent delamination and corrosion on the surface on which the System is applied for 10 (ten) years from the date of substantial completion. The obligation of Carboline under this Warranty is limited as set forth below. The warranty period will not be extended for any event or occurrence including, but not limited to, repairs.

3. CONDITIONS TO BE CONSIDERED AS NORMAL MAINTENANCE: During each year of this warranty, Coating Problems that are the result of mechanical abuse or abrasion shall be considered normal maintenance, correction of which shall be the responsibility of the Owner.

4. APPLICATION OF SYSTEM: Surface preparation and application of the System to all coated and related surfaces must be done in strict accordance with Carboline's then current Application Instructions.

5. CONDITIONS: This Warranty is conditioned upon and will be invalidated by failure to strictly comply with the following conditions:

   a) A PRE-JOB conference, was attended by the Owner, the Engineer, the site General Contractor, the selected Painting Contractor, and Carboline, which was held to ensure that all parties understood the written specification.
   b) Only Carboline products, including thinners, were used as components of the System and that Reactamine 760 HB was applied as a monolithic film.
   c) The cure period required for the System was conformed to in all material respects with the optimum time, temperature and humidity stipulation of Carboline as set forth in its Product Data Sheets.
   d) A Carboline representative was permitted at any and all such times as was requested, to observe any and all aspects of the surface preparation and system application work.

c) The surface on which the System was applied was of a quality necessary for the System to provide the protection required.
f) The Contractor has signed this Warranty which confirms the surface was prepared and the System was applied in strict accordance with Carboline's recommendations and Application Instructions.
g) The Owner has signed this Warranty confirming that the work has been completed in accordance with the specifications of Owner and has been accepted.
h) Carboline must be notified within thirty (30) days of the date Coating Problems are observed and must be afforded opportunities to inspect any such areas, at such times as Carboline may reasonably request.
i) Carboline has received full and timely payment of all Carboline invoices both for materials supplied to the project and for any services rendered by Carboline.
j) After a claim has been made, the complainant has notified Carboline about the environment to which all areas covered by this Warranty have been exposed since the initial application including surface treating, washing and cleaning procedures, heating cycles and other data to re-construct the services history of the project.

6 EXCLUSIONS: In addition to limitations and exclusions set forth in other provisions, this Warranty shall not apply to areas of Coating Problems which have resulted from structural deficiencies and/or failure of the tank, physical or mechanical abuse or from the failure to perform the normal maintenance, normal wear and tear, from welding, interior heating, or war, fire, explosion, catastrophe, or other acts of God, or harmful chemicals.

7. CARBOLINE'S OBLIGATIONS: In the event the System does not provide the protection referred to in Paragraph 2 and the Coating Products were proven to be defectively manufactured, Carboline's sole obligation shall be to provide coating for the area where the Coating Problems occurred, by providing such Carboline coating materials for up to a period of ten (10) years as may be necessary to correct the affected area, PROVIDED, HOWEVER, that Carboline shall not be obligated to provide replacement coating materials having an aggregate value in excess of one hundred percent (100%) of the total sales price of the coating materials initially applied. At such time, if any, as Carboline shall have supplied replacement coating material(s) with an aggregate value equal to one hundred percent (100%) of the total sales price of the coating materials initially applied, Carboline's obligation under this Warranty shall be deemed to have been completely fulfilled. Repairs performed under this Warranty shall neither extend the term of this Warranty nor affect the allowable percentage specified herein.

8. LIMITATIONS OF COVERAGE: This Warranty constitutes the sole and exclusive warranty given by Carboline with respect to the System; all warranties and obligations not expressly set forth herein are excluded. By way of illustration and not limitation, any and all liabilities and obligations for consequential and incidental damages, including, but not limited to, damages for injuries to persons or to property, or breach of contract, or breach of implied covenant of good faith and dealing, or negligence, or strict liability, or for labor costs, or material costs not specifically provided for herein, or for other costs of repair work, or for loss of use or time or revenues or profits, or for any claims by third parties are expressly excluded from this Warranty.

9. ARBITRATION: The parties hereto agree that all disputes and differences arising under this Warranty shall be resolved by binding arbitration in St. Louis, Missouri in accordance with the rules of the American Arbitration Association. The decision of the arbitrators shall be final. It may be enforced in any court having competent jurisdiction. The cost of arbitration shall be borne equally by the parties hereto.

10. GOVERNING LAW: This Warranty shall be interpreted and construed under and in accordance with the laws of the State of Missouri.

THIS WARRANTY IS THE SOLE WARRANTY AND CONSTITUTES THE EXCLUSIVE REMEDY OF CONTRACTOR AND OWNER IN CONNECTION WITH THE SYSTEM.

THIS WARRANTY IS SUBJECT TO THE LIMITATIONS AND CONDITIONS DESCRIBED ABOVE AND SHALL NOT BE DEEMED TO INCLUDE ANY WARRANTY OF FITNESS OR MERCHANTABILITY WHETHER EXPRESSED OR IMPLIED, WHICH ARE HEREBY

DISCLAIMED, AND CARBOLINE COMPANY SHALL HAVE NO LIABILITY EXCEPT AS SPECIFICALLY EXPRESSED HEREIN.

THIS WARRANTY IS ISSUED TO THE OWNER ONLY AND IS NOT TRANSFERABLE OR ASSIGNABLE. PRESENTATION OF AN EXECUTED WARRANTY COPY TO CARBOLINE AT THE TIME OF CLAIM IS A CONDITION OF THIS WARRANTY.

THIS WARRANTY CONTAINS A BINDING ARBITRATION PROVISION WHICH MAY BE ENFORCED BY THE PARTIES.

CARBOLINE COMPANY

BY: _____

DATE: _____

_____ DATE: _____

Authorized Contractor Signature
(Work performed in accordance with Carboline recommendations)

_____ DATE: _____

Authorized Owner Signature
(Work accepted as applied)

COPY

Carboline Company
Craig Figgins
NW 38th Ave
Vancouver, WA 98685
(503)313-5438 – cell
cfiggins@carboline.com

November 4, 2015

Western Partitions, Inc
8300 SW Hunziker Road
Tigard, OR 97223

RE: Approved Applicator Status

To whom it may concern,

This letter is to provide documentation that Western Partitions, Inc has approved applicator status for Reactamine ET Polyurea products along with Reactamine 760 and Reactamine 760HB Hybrid Polyurethane materials. Western Partitions, Inc and its staff have applied these coatings in the past on several projects successfully with outstanding results.

As always, please contact Carboline or myself directly for recommendation on a particular project to verify proper product and application selection.

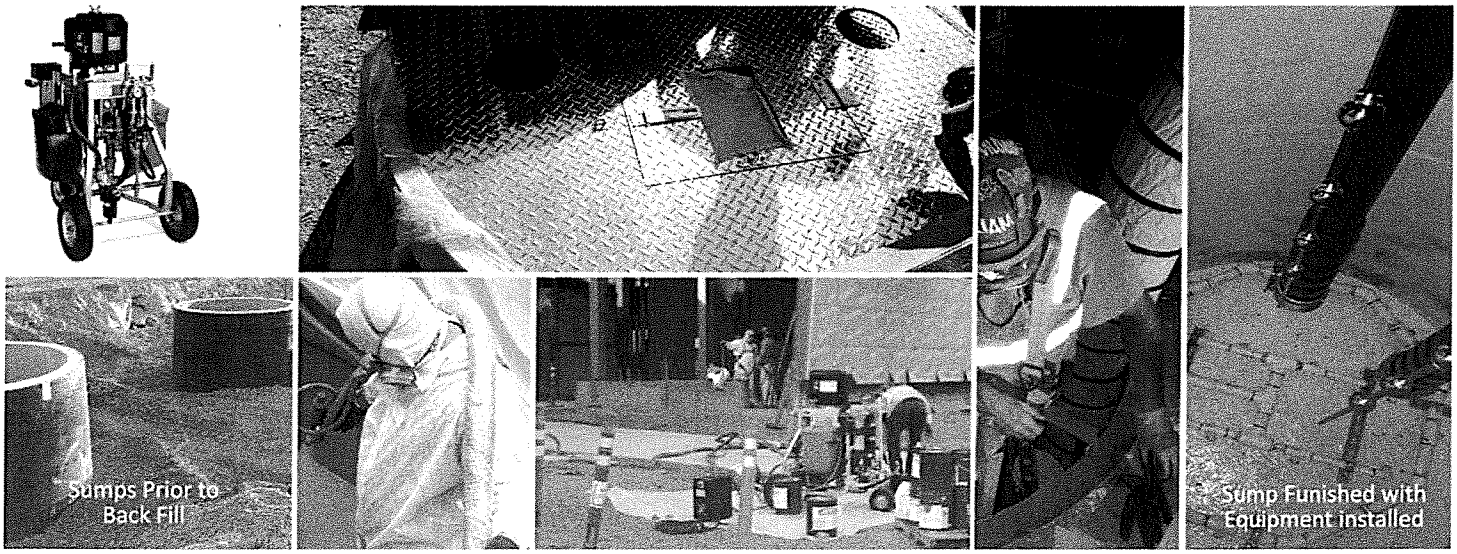
Please contact me if there is any additional information I can provide, I look forward to hearing from you.

Sincerely,

Craig A Figgins
Carboline Company
S/W Washington/Oregon
(503)313-5438 – cell
N.A.C.E. #6214

COPY

JOB REFERENCE



Don Castro Data Center

Project Start Date: June 2015
Project Completion Date: June 2015
Approximate Contract Value: $48,000

Description of Work: WPI provided industrial plural component coating services for the Don Castro project which included 4 concrete sumps that needed a monolithic coating. WPI installed the Carboline Reactamine 760. All the work was considered permit required confined space. Quality control was vital on this project; we required one of our NACE I QC inspector to monitor ambient conditions and to verify, surface prep and coating thickness. SSPC SP-13, utilizing abrasive blasting was the required surface preparation method. The coatings were installed concisely in accordance with The Manufacturers requirements.

Customer: **Fortis Construction, Inc.**
Address: 1705 SW Taylor Street, Portland, OR 97205
Contact: Pat Kehoe
Phone: (503) 545-0803
Email: pat.kehoe@fortisconstruction.com

Owner: **Confidential Client – Don Castro**
Address: 1600 SW Baldwin Road, Prineville, OR 97754
Contact:
Phone:
Email:

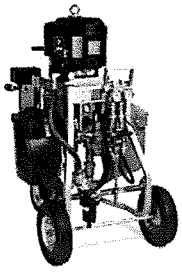
CORPORATE OFFICE

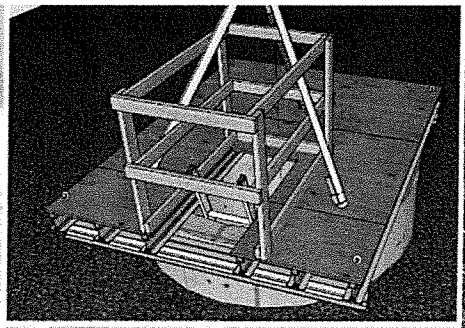
8300 SW HUNZIKER ROAD, TIGARD, OR 97223 • PHONE: 503-620-1600 • FAX: 503-624-5781

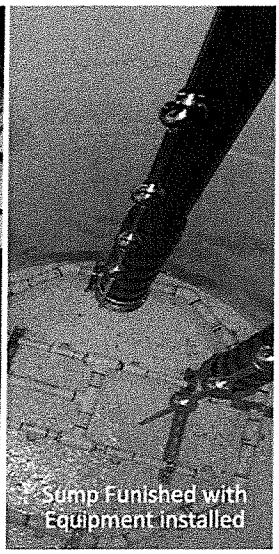
CONTRACTOR LICENSES: WASHINGTON: WESTEPI172P6 • OREGON: 60330 • IDAHO: 16667
CALIFORNIA: 827526 • ALASKA: 28880 • NEVADA: 0067767 • HAWAII: 27085
ARIZONA: ROC265851, ROC265852, ROC265853, ROC265854

COPY

JOB REFERENCE







Dry Creek Data Center

Project Start Date: October 2015
Project Completion Date: November 2015
Approximate Contract Value: $128,000

Description of Work: WPI provided industrial plural component coating services for the Dry Creek project which included 8 concrete sumps that needed a monolithic coating. WPI installed the Carboline Reactamine 760. All the work was considered permit required confined space. Quality control was vital on this project; we required one of our NACE III QC inspector to monitor ambient conditions and to verify, surface prep and coating thickness. SSPC SP-13, utilizing abrasive blasting was the required surface preparation method. The coatings were installed concisely in accordance with The Manufacturers requirements.

Customer: **Fortis Construction, Inc.**
Address: 1705 SW Taylor Street, Portland, OR 97205
Contact: Pat Kehoe
Phone: (503) 545-0803
Email: pat.kehoe@fortisconstruction.com

Owner: **Confidential Client – Dry Creek**
Address: 1600 SW Baldwin Road, Prineville, OR 97754
Contact:
Phone:
Email:

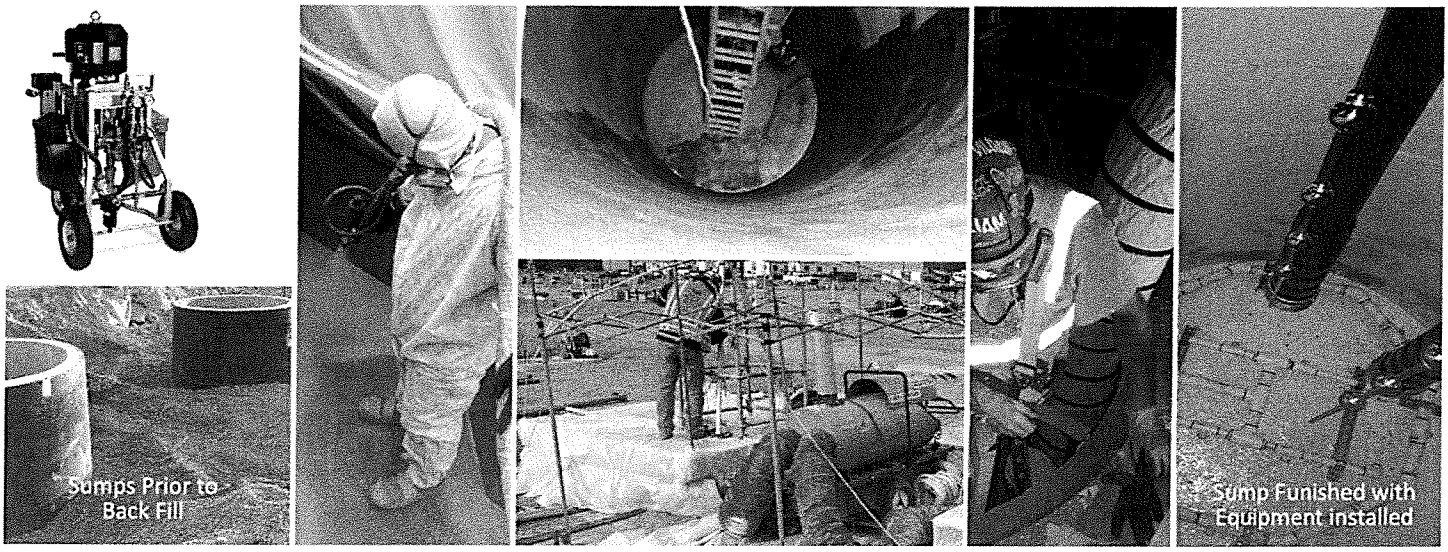
CORPORATE OFFICE

8300 SW HUNZIKER ROAD, TIGARD, OR 97223 • PHONE: 503-620-1600 • FAX: 503-624-5781

CONTRACTOR LICENSES: WASHINGTON: WESTEPI172P6 • OREGON: 60330 • IDAHO: 16667
CALIFORNIA: 827526 • ALASKA: 28880 • NEVADA: 0067767 • HAWAII: 27085
ARIZONA: ROC265851, ROC265852, ROC265853, ROC265854

COPY

JOB REFERENCE



Mills Diablo Data Center

Project Start Date: August 2015
Project Completion Date: October 2015
Approximate Contract Value: $98,000

Description of Work: WPI provided industrial plural component coating services for the Mills Diablo project which included 4 concrete sumps that needed a monolithic coating. WPI installed the Carboline Reactamine 760. All the work was considered permit required confined space. Quality control was vital on this project; we required one of our NACE III QC inspector to monitor ambient conditions and to verify, surface prep and coating thickness. SSPC SP-13, utilizing abrasive blasting was the required surface preparation method. The coatings were installed concisely in accordance with The Manufacturers requirements.

Customer: **Fortis Construction, Inc.**
Address: 1705 SW Taylor Street, Portland, OR 97205
Contact: John Lawrence
Phone: (503) 278-1055
Email: john.lawrence@fortisconstruction.com

Owner: **Confidential Client – Mills Diablo**
Address: 21575 Interstate 80, Washoe County, NV 89434
Contact:
Phone:
Email:

CORPORATE OFFICE

8300 SW HUNZIKER ROAD, TIGARD, OR 97223 • PHONE: 503-620-1600 • FAX: 503-624-5781

CONTRACTOR LICENSES: WASHINGTON: WESTEPI172P6 • OREGON: 60330 • IDAHO: 16667
CALIFORNIA: 827526 • ALASKA: 28880 • NEVADA: 0067767 • HAWAII: 27085
ARIZONA: ROC265851, ROC265852, ROC265853, ROC265854

CONTRACT PAYMENTS

City Council Meeting
December 7, 2016

Kennedy/Jenks Consultants
Project: W-449 2MG Reservoir Rehab (Inv#106520) **$6,855.90**

Murray, Smith & Associates, Inc.
Project: SD-146 Godfrey Park Storm (Inv#09-1078-80 **$1,587.50**

S-2 Contractors, Inc.
Project: R-652 2016 Trench Patching (Inv#1660E3) **$12,978.00**

Western Partitions, Inc.
Project: W-449 Reservoir Rehab (PR#01) **$143,443.38**

LS

Kennedy/Jenks Consultants
Engineers & Scientists
303 Second Street, Suite 300 South
San Francisco, CA 94107
Phone: 415.243.2150
Fax: 415.543.8061

City of St. Helens
P.O. Box 278
St. Helens, OR. 97051

Invoice # : 106520
Project : 1676012*00 W-449
Project Name : St.Helen's 2MG Reservoir Rehab
Invoice Date : 11/23/2016

For Professional Services Rendered through: 10/28/2016

2 MG Reservoir Rehabilitation Project; City of St. Helens; proposal number P16019; agreement date June 6, 2016.

Phase Code / Name	Contract Fee	Previous Billings	Current Billings	Total Billings	Fee Remaining
**** -- Do Not Use	$2,425.00	$1,396.05	$0.00	$1,396.05	$1,028.95
01 -- Final Design	$28,675.00	$33,589.29	$0.00	$33,589.29	-$4,914.29
02 -- Construction Phase Services	$33,900.00	$280.00	$6,855.90	$7,135.90	$26,764.10
Totals:	$65,000.00	$35,265.34	$6,855.90	$42,121.24	$22,878.76

Amount Due this Invoice **$6,855.90**

010-302-653207

APPROVED FOR PAYMENT
UNIT
ACCOUNTS PAYABLE
FINANCE
SUPERVISOR
DATE
11/30/16
11-30-16

Phase : 02 -- Construction Phase Services

Task : 2.1 -- Conformed Drawings

Rate Schedule Labor

Class / Employee Name	Hours	Rate	Amount
Administrative Assistant			
Sells, Shawna L. (H)	0.50	95.00	47.50
Engineer/Scientist/Specialist 4			
Sera, Ramon G.	7.00	140.00	980.00
		Rate Schedule Labor	***1,027.50***

Total Task : 2.1 -- Conformed Drawings

Labor :	**7.50**	**1,027.50**
Expense :	**0.00**	**0.00**
Total :		**1,027.50**

Task : 2.2 -- Pre-Construction Conference

Rate Schedule Labor

Class / Employee Name	Hours	Rate	Amount
Engineer/Scientist/Specialist 4			
Sera, Ramon G.	5.00	140.00	700.00
Sera, Ramon G.	1.00	145.60	145.60
		Rate Schedule Labor	***845.60***

Unit Pricing Expenses

Vendor / Employee Name	Units	Rate	Amount
ODC-Equipment Charges (UP)			
Miles on KJ Company Vehicle	60.00	0.54	32.40
		Unit Pricing	***32.40***

Total Task : 2.2 -- Pre-Construction Conference

Labor :	**6.00**	**845.60**
Expense :	**60.00**	**32.40**
Total :		**878.00**

Task : 2.3 -- Submittal Review

Rate Schedule Labor

Class / Employee Name	Hours	Rate	Amount
Engineer/Scientist/Specialist 4			
Sera, Ramon G.	12.00	145.60	1,747.20
		Rate Schedule Labor	***1,747.20***

Total Task : 2.3 -- Submittal Review

Labor :	**12.00**	**1,747.20**
Expense :	**0.00**	**0.00**
Total :		**1,747.20**

Task : 2.5 -- Change Order Evaluations

Rate Schedule Labor

Class / Employee Name	Hours	Rate	Amount
Engineer/Scientist/Specialist 4			

Phase : 02 -- Construction Phase Services

Rate Schedule Labor

Class / Employee Name	Hours	Rate	Amount
Engineer/Scientist/Specialist 4			
Sera, Ramon G.	4.00	145.60	582.40
		Rate Schedule Labor	***582.40***

Total Task : 2.5 -- Change Order Evaluations

Labor :	**4.00**	**582.40**
Expense :	**0.00**	**0.00**
Total :		**582.40**

Task : 2.6 -- Construction Observation

Rate Schedule Labor

Class / Employee Name	Hours	Rate	Amount
Engineer/Scientist/Specialist 4			
Sera, Ramon G.	3.00	145.60	436.80
		Rate Schedule Labor	***436.80***

Total Task : 2.6 -- Construction Observation

Labor :	**3.00**	**436.80**
Expense :	**0.00**	**0.00**
Total :		**436.80**

Task : 2.7 -- Progress Meetings

Rate Schedule Labor

Class / Employee Name	Hours	Rate	Amount
Engineer/Scientist/Specialist 4			
Sera, Ramon G.	15.00	145.60	2,184.00
		Rate Schedule Labor	***2,184.00***

Total Task : 2.7 -- Progress Meetings

Labor :	**15.00**	**2,184.00**
Expense :	**0.00**	**0.00**
Total :		**2,184.00**

Total Phase : 02 -- Construction Phase Services

Labor :	**47.50**	**6,823.50**
Expense :	**60.00**	**32.40**
Total :		**6,855.90**

Total Project: 1676012*00 -- St.Helen's 2MG Reservoir Rehab.

6,855.90

LS

RECEIVED
NOV 23 2016
CITY OF ST. HELENS

Murray, Smith & Associates, Inc.
Engineers/Planners

888 SW 5th Avenue, Suite 1170 ▪ Portland, OR 97204 ▪ PHONE 503.225.9010

Ms. Sue Nelson
City Engineering Supervisor
City of St. Helens
PO Box 278
St. Helens, OR 97051

November 21, 2016
Invoice No: 09-1078 - 80

Invoice Total $1,587.50

Project 09-1078 Sanitary Sewer Rehabilitation Program

For professional engineering services performed through October 31, 2016

Task 370 Engineering Support Services during Construction - Godfrey Park

Labor

	Hours	Rate	Amount
Principal Engineer III	1.50	199.00	298.50
Professional Engineer VI	7.00	151.00	1,057.00
Engineering Designer II	2.00	116.00	232.00
Total	10.50		1,587.50
Labor Subtotal			**1,587.50**

Task Total $1,587.50

Invoice Total $1,587.50

SD-146 Godfrey Park Storm

010-304-653409

APPROVED FOR PAYMENT

INIT		DATE
	ACCOUNTS PAYABLE	
MM	FINANCE	11/30/16
SM	SUPERVISOR	11-30-16

LS

S-2 Contractors, Inc.

6860 S. Anderson Rd.
Aurora, Or. 97002
PHONE # 503-651-4000 FAX # 503-651-4004

Invoice

DATE	INVOICE #
11/16/2016	1660E3

BILL TO

CITY OF ST HELENS
ATTN: SUE NELSON
PO BOX 278
ST HELENS, OR 97051

OR. CCB# 67253
AZ. CCB# ROC185469

QTY	DESCRIPTION	RATE	AMOUNT
2,472	PREP & PAVE PATCHES AT 3"	5.25	12,978.00

R-652 2016 Trench Patching

010-302-653201 $1,365.00
010-304-653400 $2,772.00
011-011-523000 $8,841.00
$12,978.00

APPROVED FOR PAYMENT

INIT		DATE
	ACCOUNTS PAYABLE	
MM	FINANCE	11/30/16
	SUPERVISOR	11-30-16

NET 30 DAYS

Total $12,978.00

HMAC Patching List, 10-27-15

2016 Asphalt Patching Project, R-652

September 2016

Patching Location	Approximate Dimensions			Notes	Actual Dimensions			Fund	GL Account	Subtotal, sf
Invoice #3										
414 S. 3rd St, water service	6	3	18		2	4	8.00	Patching	011-011-523000	
S. 9th Street, Cowlitz to Old Portland Road	2	247	494	Catch basin	2	248	496.00	Storm Capital	010-304-653400	
S. 9th & Cowlitz Street	3	5	15	Storm drain patch / berm repair	4	8	32.00	Storm Capital	010-304-653400	
204 Shore Dr., sewer patch	7	7	49	Sanitary sewer lateral	7	7	49.00	Patching	011-011-523000	
110 Mayfair Drive, storm repair	7	8	56	Water service	8	9	72.00	Patching	011-011-523000	
Treatment Plant (east end of Plymouth St.), Comcas	4	280	1,120		5	280	1,400.00	Patching	011-011-523000	
2685 Sykes Rd., water leak	8	11	88	?	8	11	88.00	Patching	011-011-523000	
424 S. 2nd st	6	18	108	Water	10	18	180	Water Capital	010-302-653201	
S 2nd st Water Main	3	40	120	Water	2	40	80	Water Capital	010-302-653201	
3rd and Tualatin, around catch basin	2	6	12	Storm catch basin	3	6	18.00	Patching	011-011-523000	
Marshall Street, pothole at driveway					3.5	14	49.00	Patching	011-011-523000	
									TOTAL:	**2,472.00**

LS

City of St. Helens
265 Strand Street, St. Helens, Oregon 97051
Phone: 503.397.6272 | Fax: 503.366.3782

Payment Request #01

CONTRACTOR:
WESTERN PARTITIONS, INC.
8300 SW Hunziker Street
Tigard, OR 97223

PROJECT: **2MG RESERVOIR REHABILITATION PROJECT**
PROJECT #: W-449
DATE: 11/29/2016
DEPARTMENT: Engineering

Total Contract Amount	$317,157.40	Total Earned This Month	$150,993.03
Total Amount Earned To Date	$150,993.03	Less 5% Retainage	$7,549.65
Total Amount Due			**$143,443.38**

Item No.	Description	Unit	Qty	Contract Unit Price	Total Contract Price	Completed This Month	Quantity Completed This Month	Quantity Completed Prior Billing	Quantity Completed To Date	Total Earned To-Date
1	Mobilization, bonds, insurance and demobilization	LS	1	$8,681.00	$8,681.00	$4,340.50	0.50		0.50	$4,340.50
2	Blast Interior Concrete Surfaces	SF	20,700	$5.18	$107,226.00	$107,226.00	20700.00		20700.00	$107,226.00
3	Mortar Repair 5% Interior	SF	1,000	$28.07	$28,070.00	$0.00			0.00	$0.00
4	Epoxy Walls and Hopper Bottom	SF	12,850	$4.29	$55,126.50	$0.00			0.00	$0.00
5	Epoxy Floor	SF	7,850	$4.31	$33,833.50	$0.00			0.00	$0.00
6	Repair Interior Concrete Joints	LF	100	$91.43	$9,143.00	$0.00			0.00	$0.00
7	Repair Interior Surface Cracks	LF	100	$66.94	$6,694.00	$0.00			0.00	$0.00
8	Remove and Reinstall Ladder	LS	1	$17,704.00	$17,704.00	$0.00			0.00	$0.00
9	Remove and Reinstall Weir Box	LS	1	$3,443.00	$3,443.00	$0.00			0.00	$0.00
Original Contract Subtotal					**$269,921.00**	**$111,566.50**				**$111,566.50**

Contract Change Orders

Item No.	Description	Unit	Qty	Unit Price	Contract Price	Completed This Month	Quantity Completed This Month	Quantity Completed Prior Billing	Quantity Completed To Date	Total Earned To-Date
6	CO#1: Repair Interior Conc. Joints - Deleted	LF	100	-$91.43	-$9,143.00	$0.00			0.00	$0.00
6	CO#1: Repair Interior Conc. Joints - Revised	LF	1,537	$37.46	$57,576.02	$22,919.15	611.83		611.83	$22,919.15
6A	CO#1: Additional Grinding, Equip, & Fuels	LF	1,537	$10.74	$16,507.38	$16,507.38	1537.00		1537.00	$16,507.38
8	CO#1: Remove/Reinstall Ladder - Deleted	LS	1	-$17,704.00	-$17,704.00	$0.00			0.00	$0.00
Change Orders Subtotal					***$47,236.40***	***$39,426.53***				***$39,426.53***

010-302-653207

APPROVED FOR PAYMENT

INIT		DATE
MM	ACCOUNTS PAYABLE	
	FINANCE	11/30/16
	SUPERVISOR	11-30-16

EST. 1972

To: City of St Helens Oregon
265 Strand Street
St Helens, OR 97051

Date: 11/7/2016
Invoice #: 13159
Job: 17-0150-
ST Helens 2 MG Reservoir
Contract #: W-449

INVOICE SUMMARY

Description	Amount
Original Contract Sum	269,921.00
Change Order(s)	47,236.40
Revised Contract Amount	317,157.40
Total Completed To Date 48%	150,993.03
Less Previous Gross Billing(s)	0.00
Less Previous Net Billing(s)	0.00
Less Previous Retention	0.00
Gross Billing This Request	150,993.03
Less Retention	7,549.65
Current Payment Due	**$143,443.38** ✓

Project	2MG RESERVOIR REHABILITATION PROJECT
Project No.	W-449
Date	11/29/2016

Pay Request No.	1
Pay Period	N/A

CONTRACTOR:
Western Partitions, Inc.
8300 SW Hunziker Street
Tigard, OR 97223

			CONTRACT AMOUNT FOR WORK TO BE COMPLETED			WORK COMPLETED THIS PERIOD		PREVIOUS WORK COMPLETED		TOTAL WORK COMPLETED	
Item No.	Description	Unit	Qty	Unit Price	Total	Qty	Total	Qty	Total	Qty	Total
1	Mobilization, bonds, insurance and demobilization	LS	1	$8,681.00	$8,681.00	0.5	$4,340.50		$0.00	0.5	$4,340.50
2	Blast Interior Concrete Surfaces	SF	20700	$5.18	$107,226.00	20700	$107,226.00		$0.00	20700	$107,226.00
3	Mortar Repair 5% Interior	SF	1000	$28.07	$28,070.00		$0.00		$0.00	0	$0.00
4	Epoxy Walls and Hopper Bottom	SF	12850	$4.29	$55,126.50		$0.00		$0.00	0	$0.00
5	Epoxy Floor	SF	7850	$4.31	$33,833.50		$0.00		$0.00	0	$0.00
6	Repair Interior Concrete Joints	LF	100	$91.43	$9,143.00		$0.00		$0.00	0	$0.00
7	Repair Interior Surface Cracks	LF	100	$66.94	$6,694.00		$0.00		$0.00	0	$0.00
8	Remove and Reinstall Ladder	LS	1	$17,704.00	$17,704.00		$0.00		$0.00	0	$0.00
9	Remove and Reinstall Weir Box	LS	1	$3,443.00	$3,443.00		$0.00		$0.00	0	$0.00
CO#1 - 6	Repair Interior Conc. Joints - Deleted	LF	100	-$91.43	-$9,143.00		$0.00		$0.00	0	$0.00
CO#1 - 6	Repair Interior Conc. Joints - Revised	LF	1537	$37.46	$57,576.02	611.83	$22,919.15		$0.00	611.83	$22,919.15
CO#1 - 6A	Additional Grinding, Equip, & Fuels	LF	1537	$10.74	$16,507.38	1537	$16,507.38		$0.00	1537	$16,507.38
CO#1 - 8	Remove/Reinstall Ladder - Deleted	LS	1	-$17,704.00	-$17,704.00		$0.00		$0.00	0	$0.00

TOTAL CONTRACT AMOUNT	$317,157.40
ORIGINAL CONTRACT AMOUNT	$269,921.00
TOTAL AMOUNT EARNED TO-DATE	$150,993.03
TOTAL EARNED THIS PAY PERIOD	$150,993.03
LESS 5% RETAINAGE THIS PAY PERIOD	$7,549.65
DUE THIS PAY PERIOD	$143,443.38

PREVIOUS BILLINGS

RQST NO.	DATE	AMOUNT EARNED	5% RET	AMOUNT PAID
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00
			$0.00	$0.00

TOTAL RETAINAGE $0.00

CONTINUATION SHEET

Application for Payment **Period :** 10/01/16 **to** 11/01/16 **Application No. :** 1

Invoice # : 13159 **Contract :** 17-0150- ST Helens 2 MG Reservoir **Application Date :** 11/07/16

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored To Date	% (G / C)	Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place	(Not in D or E)	(D+E+F)			
01	General Conditions	73,189.00	0.00	19,133.05	0.00	19,133.05	26.14%	54,055.95	956.65
19	Industrial Coatings	196,732.00	0.00	108,182.93	0.00	108,182.93	54.99%	88,549.07	5,409.15
CO #01	CO #01	74,083.40	0.00	23,677.05	0.00	23,677.05	31.96%	50,406.35	1,183.85
CO #02	CO #02	-26,847.00	0.00	0.00	0.00	0.00	0.00%	-26,847.00	0.00
	Grand Totals	**317,157.40**	**0.00**	**150,993.03**	**0.00**	**150,993.03**	**47.61%**	**166,164.37**	**7,549.65**

sealed in order for other unknown leaks not found now to be remedied in the near future. It has been discussed WPI will find and repair the visible and detectable leaks prior to coating installation by documenting them along with the location of each in a QC report that will be provided to the City.

Q) Please revise the cost breakdown table in the Scope letter. The table references deleted unit costs for Bid Item 6 (Repair Interior Concrete Joints) and not the revised Bid Item 6. Please refer to the table provided below.

A) The corrected table is below

(The expense amount to date of bid item #6 is included in the table below as "New". This is the amount that will be charged in future Billings for work completed of Bid Item #6 to date. Should the City decide to repair the Joints under the proposed Coating System then the #6 Bid Item of the original contract would be the correct amount)

BID Item					Contract	New	Change
#1	Mobilization	Each	1	$8,861	$8,681	$10,241	$1,560
#2	Blast Interior Concrete Surfaces	Sqft	20700	$5.18	$107,226		
#3	Mortar Repair 5% Interior	Sqft	1000	$28.07	$28,070		
#4	Reactamine Hopper Bottom & Wall	Sqft	12850	$4.29	$55,126.50	$155,828	$100,701.50
#5	Reactamine Floor	Sqft	7850	$4.31	$33,833.50	$101,027	$67,193.50
#6	Repair Interior Concrete Joints (Change Order #1)	LF	1537	$37.46	$57,576.02	(Cost to Date) $22,919	< -$34,657.02>
#6 A	Sandblasting Prep of Concrete Joints (Change Order #1)	LF	1537	10.47	$16,507.38	see pay request #1	
#7	Repair Interior Surface Cracks	LF	100	$66.94	$6,694		
#8	Remove and Reinstall Ladder	LS	1	$17,704	(- $17,704)	Removed from the Contract	
#9	Remove and Reinstall Weir Box	Each	1	$3,443	$3,443		
	Total						S 169,455

** The Original Contract amount for Bid Item #6 was $57,576.02; cost to date is $22,919. The difference of $34,657.02 has not been deducted from the Changed amount because it is an original contract item change order.

APPOINTMENTS TO ST. HELENS CITY BOARDS AND COMMISSIONS

City Council Meeting ~ December 7, 2016

Pending applications received:

Name	Interest	Date Application Received	Referred by Email To Committee(s)
• Elizabeth Wallace	Bicycle & Pedestrian Commission	1/19/16	2/16/16
• Elizabeth Wallace	Library Board	1/19/16	1/19/16
• Kimberly O'Hanlon	Arts & Cultural Commission	5/17/16	5/17/16
• Joann Nelson	Arts & Cultural Commission	9/19/16	9/19/16
• Amanda Heynemann	Library Board	11/10/16	11/21/16
• Heather Anderson-Bibler	Library Board	11/21/16	11/21/16

Arts & Cultural Commission (3-year terms)

- Susie Patterson resigned. Her term expires 9/30/2017.
- Nancy Bowers resigned. Her term expires 9/30/2018.

Status: A press release was sent out on May 2 and August 16. We have received two applications to date.
Next Meeting: January 24, 2017
Recommendation: None at this time.

Bicycle & Pedestrian Commission (3-year terms)

- Dave Ehrenkranz resigned. His term expires 12/31/2015.
- Matt Freeman resigned. His term expires 12/31/2015.
- Ray Scholl resigned. His term expires 12/31/2015.
- Dave Woullet resigned. His term expired 12/31/2014.
- Angela Barlow resigned. Her term expires 12/31/2016.
- Simon Date resigned. His term expires 12/31/2016.
- Martin Kennedy resigned. His term expires 12/31/2016.

Status: Currently, the Commission has 5 members and 5 vacancies. One application has been received.
Next Meeting: December 29, 2016
Recommendation: None at this time.

Budget Committee (3-year terms)

- Garrett Lines' term expires 12/31/2016.

Status: Garrett Lines is interested in being reappointed. He has only served one term and is eligible for reappointment.
Next Meeting: TBD
Recommendation: Reappoint Garrett Lines to the Committee.

Library Board (4-year terms)

- Eloise Bates resigned. Her term expires 6/30/2017.

Status: A press release was sent out on October 27 to solicit applications with a deadline of November 28. Two applications were received.
Next Meeting: December 13, 2016
Recommendation: None at this time.

Resolution No. 1648: Guidelines for Appointments is attached.

City of St. Helens
RESOLUTION NO. 1648

A RESOLUTION ESTABLISHING GUIDELINES FOR THE APPOINTMENT OF ST. HELENS BOARD, COMMITTEE AND COMMISSION MEMBERS, SUPERSEDING RESOLUTION NO. 1521

WHERAS, the City Council wished to establish the same guidelines for recruitment, interviews and appointments for all City boards, committees and commissions, and adopted Resolution No. 1521 on August 12, 2009; and

WHEREAS, Resolution No. 1521 established general recruitment, selection and appointment guidelines for appointments to the City of St. Helens boards, committees and commissions; and

WHEREAS, the Council wishes to update the guidelines adopted in Resolution No. 1521 to better meet the needs of the City.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

1. The City Recorder shall send a press release to the local newspaper of record announcing all board, committee and commission vacancies as they become available. A "vacancy" is defined as an unoccupied position, resulting from a voluntary resignation or involuntary termination. A member whose term expired does not create a vacancy, unless that member is resigning at the end of his/her term or the majority of the board, committee or commission wishes to terminate said member.
2. Any individual or group is encouraged to submit names for consideration to the City.
3. All new applicants shall submit a written application to the City Recorder's Office.
4. Members wishing to continue their appointment for another term will inform the City Recorder but need not submit a new application. If a member has served two consecutive full terms, a press release shall be sent to the local newspaper of record, each subsequent term expiration thereafter, to solicit new applications for that position. The incumbent may be reappointed at the discretion of the interview panel and City board, committee or commission. If an individual has been off a City board, committee or commission for a year or more, they must complete a new application.
5. The recruitment period to the board, committee or commission shall be for a finite period. At the end of the advertising period, the Council liaison shall determine if the pool of candidates is sufficient to continue with the selection process or may continue the recruitment period for a set or unlimited period until it is determined there is a sufficient pool of candidates.
6. The Council liaison to the board, committee or commission shall be responsible to assemble an interview committee. The interview committee shall be responsible to make recommendations via the Council liaison to the Mayor and City Council.
7. Appointments must comply with any ordinances, bylaws, Charter provisions, or state or federal laws concerning the board, committee or commission. In the event of any inconsistency between these policies and a chapter relating to a specific board, committee or commission, the specific chapter shall control.
8. In order to become more familiar with each applicant's qualifications, the interview committee may interview all or a shortlist of applicants for a position. The number of applicants to be interviewed is at the interview committee's discretion. The interview committee also has the discretion to reject

all applications in favor of re-advertising if no applicants are found to be suitable for the board, committee or commission.

9. Reappointments to a City board, committee or commission shall be considered in accordance with the guidelines listed in this section, together with the type of service the individual has already given to the board, committee or commission and his/her stated willingness to continue.
10. Consideration should be given to residents outside the City when the board, committee or commission or function serves residents outside City boundaries.
11. Board, committee or commission members shall not participate in any proceeding or action in which there may be a direct or substantial financial interest to the member, the member's relative or a business with which the member or a relative is associated, including any business in which the member is serving on their board or has served within the previous two years; or any business with which the member is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflict of interest shall be disclosed at the meeting where the action is being taken.
12. Board, committee or commission vacancies are filled by appointment of the Mayor with the consent of Council. Board, committee or commission members shall serve without compensation except the Planning Commission that may receive a monthly stipend at the discretion of the City Council.
13. Individuals appointed to one City board, committee or commission shall not serve on any other City board, committee or commission during the term of their appointment; provided, that the Council may waive this limitation if it is in the public interest to do so.

PASSED AND ADOPTED by the City Council on this 18th day of December, 2013, by the following vote:

Ayes: Locke, Carlson, Conn, Morten, Peterson

Nays: None

/s/ Randy Peterson
Randy Peterson, Mayor

ATTEST:

/s/ Kathy Payne
Kathy Payne, City Recorder

Accounts Payable

To Be Paid Proof List

User: jenniferj
Printed: 11/16/2016 - 10:05AM
Batch: 00008.11.2016 - AP 11/16/16 FY 16-17

99

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
BARLOW BIKES & BOARDS 002299									
11162016	11/16/2016	150.00	0.00	11/16/2016				False	0
008-008-558104 Events				2016 SCARECRWO CONTEST WINNER					
11162016 Total:		150.00							
BARLOW BIKES & BOA		150.00							
Report Total:		150.00							

Accounts Payable

To Be Paid Proof List

User: jenniferj
Printed: 11/17/2016 - 10:34AM
Batch: 00007.11.2016 - AP 11/18/16 FY 16-17

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
AMERICAN PLANNING ASSOC.									
001374									
165281-16102	11/2/2016	445.00	0.00	11/18/2016				False	0
001-104-490000 Professional development				J. GRAICHEN APA MEMBERS CAT E OREGON CHAPT					
165281-16102 Total:		445.00							
AMERICAN PLANNING		445.00							
AZIMUTH COMMUNICATIONS INC									
AZI									
35159	11/7/2016	292.50	0.00	11/18/2016				False	0
012-108-575000 Equipment expense				SOUND LEVEL HITTING FIBER TRANSMITTER FOR :					
35159 Total:		292.50							
AZIMUTH COMMUNICA		292.50							
BANKCARD CENTER									
002197									
OCT 2016-4863	10/28/2016	22.99	0.00	11/18/2016				False	0
001-002-457000 Office Supplies				STAPLES					
OCT 2016-4863	10/28/2016	94.64	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				ULINE					
OCT 2016-4863	10/28/2016	1,517.30	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				RESCUE ESSEN					
OCT 2016-4863	10/28/2016	195.50	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				POLICE PATCHES AND BADGES					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
OCT 2016-4863	10/28/2016	50.96	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				KEURIG					
OCT 2016-4863	10/28/2016	15.00	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				COL ELECTRIC FEED					
OCT 2016-4863	10/28/2016	693.93	0.00	11/18/2016				False	0
009-212-652910 K-9 Program				RAYALLEN STORE					
OCT 2016-4863	10/28/2016	-693.93	0.00	11/18/2016				False	0
009-212-652910 K-9 Program				RAYALLEN STORE					
OCT 2016-4863 Total:		1,896.39							
OCT 2016-7727	10/28/2016	53.94	0.00	11/18/2016				False	0
001-004-470000 Building Expense				AMAZON CHAIR LEG PADS					
OCT 2016-7727	10/28/2016	82.38	0.00	11/18/2016				False	0
013-403-470000 Building				AMAZON LIGHT BULBS					
OCT 2016-7727	10/28/2016	54.98	0.00	11/18/2016				False	0
017-417-470000 Building expense				LOWES LIGHT BULBS					
OCT 2016-7727	10/28/2016	49.62	0.00	11/18/2016				False	0
013-403-501000 Operating materials/supplies				WALMART ZIP TIES AND TAPE					
OCT 2016-7727	10/28/2016	60.64	0.00	11/18/2016				False	0
017-417-501000 Operating materials and suppli				MSC LND SUPPLY QUICK CORRECT FITTINGS					
OCT 2016-7727	10/28/2016	88.65	0.00	11/18/2016				False	0
013-403-501000 Operating materials/supplies				GATE KEEPERS					
OCT 2016-7727	10/28/2016	175.00	0.00	11/18/2016				False	0
017-417-490000 Professional development				NWMOA H. BURTON					
OCT 2016-7727	10/28/2016	22.32	0.00	11/18/2016				False	0
017-017-501000 Operating Materials & Sup.				WALMART REFLECTORS					
OCT 2016-7727	10/28/2016	8.24	0.00	11/18/2016				False	0
017-017-501000 Operating Materials & Sup.				WALMART ICE PACKS					
OCT 2016-7727	10/28/2016	103.74	0.00	11/18/2016				False	0
017-017-472000 Lab Testing				FEDEX WATER SAMPLES					
OCT 2016-7727 Total:		699.51							
OCT 2016-9549	10/28/2016	263.70	0.00	11/18/2016				False	0
001-100-490000 Professional development				JINNY CARLSON THE GRAND HOTEL					
OCT 2016-9549	10/28/2016	395.55	0.00	11/18/2016				False	0
001-100-490000 Professional development				DOUG MORTEN THE GRAND HOTEL					
OCT 2016-9549	10/28/2016	395.55	0.00	11/18/2016				False	0
001-100-490000 Professional development				SUSAN CONN THE GRAND HOTEL					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label / Reference	Type	PO #	Close PO	Line #
OCT 2016-9549	10/28/2016	163.50	0.00	11/18/2016				False	0
008-008-558104 Events				PIZZA FOR EOC DOMINOS					
OCT 2016-9549	10/28/2016	155.00	0.00	11/18/2016				False	0
001-104-490000 Professional development				J. DIMSHO OAPA LEGAL ISSUES REG					
OCT 2016-9549	10/28/2016	499.62	0.00	11/18/2016				False	0
012-101-527000 Communications				LEGAL FILE CAB C. FARNSWORTH					
OCT 2016-9549	10/28/2016	35.00	0.00	11/18/2016				False	0
012-102-526000 Advertisements				CRAIGSLIST POLICE OFFICER					
OCT 2016-9549	10/28/2016	200.00	0.00	11/18/2016				False	0
012-102-526000 Advertisements				YOURMEMBERSHIP POLICE OFFICER					
OCT 2016-9549	10/28/2016	437.58	0.00	11/18/2016				False	0
012-102-526000 Advertisements				INDEED					
OCT 2016-9549 Total:		2,545.50							
BANKCARD CENTER To		5,141.40							
BARRACUDA NETWORKS, INC.									
002414									
1515362	11/8/2016	1,249.00	0.00	11/18/2016				False	0
012-108-575000 Equipment expense				BARRACUDA MESSAGE ARCHIVER 3 YEAR EU					
1515362 Total:		1,249.00							
BARRACUDA NETWOR		1,249.00							
BICOASTAL MEDIA LLC									
003334									
11022016	11/2/2016	199.00	0.00	11/18/2016				False	0
008-008-451000 Media Expense				5037-2,5037-3,5037-4,5037-1 INVOICES HALLOWEEN S					
11022016 Total:		199.00							
BICOASTAL MEDIA LLC		199.00							
BROWN BUTTER BAKERY									

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
0046004									
11072016	11/7/2016	126.00	0.00	11/18/2016				False	0
001-100-473000 Miscellaneous				BREAKFAST TREATS / AFTERNOON COOKIES CIT TI					
11072016 Total:		126.00							
BROWN BUTTER BAKE		126.00							
BURTON, HOWARD									
H.BURTON									
11052016	11/5/2016	475.22	0.00	11/18/2016				False	0
017-417-490000 Professional development				H. BURTON OAWU CONFERENCE MILEAGE / MEALS					
11052016 Total:		475.22							
BURTON, HOWARD Tota		475.22							
CED									
005266									
4329-605803	11/2/2016	100.00	0.00	11/18/2016				False	0
018-020-501000 Operating Materials & Supplies				AL COM LUG					
4329-605803 Total:		100.00							
CED Total:		100.00							
CENTERLOGIC, INC.									
011595									
37221	11/2/2016	448.65	0.00	11/18/2016				False	0
012-101-500000 Information services				IT SUPPORT					
37221	11/2/2016	65.00	0.00	11/18/2016				False	0
010-305-653553 Phone system				IT SUPPORT PHONE SYSTEM					
37221	11/2/2016	299.10	0.00	11/18/2016				False	0
001-100-500000 Information services				IT SUPPORT					
37221	11/2/2016	598.76	0.00	11/18/2016				False	0
001-103-500000 Information services				IT SUPPORT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
37221	11/2/2016	299.10	0.00	11/18/2016				False	0
001-104-500000 Information services				IT SUPPORT					
37221	11/2/2016	927.50	0.00	11/18/2016				False	0
001-002-500000 Computer System Maint.				IT SUPPORT					
37221	11/2/2016	600.00	0.00	11/18/2016				False	0
001-004-500000 Computer Maintenance				IT SUPPORT					
37221	11/2/2016	568.63	0.00	11/18/2016				False	0
001-105-500000 Information services				IT SUPPORT					
37221	11/2/2016	658.47	0.00	11/18/2016				False	0
012-102-500000 Information services				IT SUPPORT					
37221	11/2/2016	1,585.90	0.00	11/18/2016				False	0
012-106-500000 Information services				IT SUPPORT					
37221	11/2/2016	1,227.64	0.00	11/18/2016				False	0
013-402-500000 Information services				IT SUPPORT					
37221	11/2/2016	157.50	0.00	11/18/2016				False	0
018-019-500000 Computer System Maint.				IT SUPPORT					
37221 Total:		7,436.25							
CENTERLOGIC, INC. To		7,436.25							
CHRISTENSEN, MARION									
03301									
11142016	11/14/2016	12.00	0.00	11/18/2016				False	0
001-000-354000 Misc Revenue				REFUND PUBLIC REC REQUEST 521123					
11142016 Total:		12.00							
CHRISTENSEN, MARION		12.00							
CINTAS CORPORATION-463									
006830									
463731316	10/3/2016	35.00	0.00	11/18/2016				False	0
001-002-470000 Building Expense				MATS					
463731316 Total:		35.00							
463748853	11/7/2016	99.08	0.00	11/18/2016				False	0

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
001-002-470000 Building Expense				MATS / SAFEWASHER					
463748853 Total:		99.08							
463752329	11/14/2016	47.95	0.00	11/18/2016				False	0
018-019-470000 Building Expense				MATS					
463752329	11/14/2016	47.96	0.00	11/18/2016				False	0
018-020-470000 Building Expense				MATS					
463752329 Total:		95.91							
463752331	11/14/2016	43.53	0.00	11/18/2016				False	0
013-403-470000 Building				MATS					
463752331 Total:		43.53							
CINTAS CORPORATION		273.52							
CITY OF ST. HELENS									
ST.HELEN									
11152016	11/15/2016	663.54	0.00	11/18/2016				False	0
010-300-652990 McComick Park Cover Shelter				BUILDING PERMIT FEE FOR OPRD GRANT FUNDED					
11152016 Total:		663.54							
CITY OF ST. HELENS To		663.54							
CODE PUBLISHING, INC.									
007162									
54813	11/8/2016	91.80	0.00	11/18/2016				False	0
012-102-554000 Contractual/consulting serv				MUN CODE ELECTRONIC UPDATE 11/4					
54813 Total:		91.80							
CODE PUBLISHING, INC		91.80							
COLUMBIA CO. DEPT. OF COMM. JUSTICE									

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
007581									
201610CSH	11/8/2016	1,788.00	0.00	11/18/2016				False	0
001-005-554000 Contractual Services				PARKS WORK CREW					
201610CSH	11/8/2016	975.00	0.00	11/18/2016				False	0
013-403-554000 Contractual/consulting serv				PW WORK CREW					
201610CSH Total:		2,763.00							
COLUMBIA CO. DEPT. O		2,763.00							
COLUMBIA COUNTY RIDER									
007766									
16-1280	11/9/2016	27.00	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				VOUCHER RIDE FROM ST. HELENS TO PORTLAND /					
16-1280 Total:		27.00							
COLUMBIA COUNTY RI		27.00							
COLUMBIA COUNTY TRANSFER STATION									
007579									
5480	10/31/2016	85.44	0.00	11/18/2016				False	0
008-008-558104 Events				SOLID WASTE / FIRE PIT BON FIRE					
5480	10/31/2016	45.31	0.00	11/18/2016				False	0
001-005-501000 Operating Materials & Supp				SOLID WASTE / FIRE PIT BON FIRE					
5480 Total:		130.75							
COLUMBIA COUNTY TR		130.75							
COMCAST									
COMCAST									
11072016	11/7/2016	94.85	0.00	11/18/2016				False	0
013-403-458000 Telecommunication expense				9144					
11072016 Total:		94.85							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
COMCAST Total:		94.85							
CONN, SUSAN									
CONN.SU									
11172016	11/17/2016	149.36	0.00	11/18/2016				False	0
001-100-473000 Miscellaneous				CIT TRAINING SUPPLIES REIMBURSMENT S. CONN					
11172016 Total:		149.36							
CONN, SUSAN Total:		149.36							
CONSOLIDATED SUPPLY									
009000									
S7945844.002	11/3/2016	1,272.32	0.00	11/18/2016				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
S7945844.002 Total:		1,272.32							
S79999463.001	11/4/2016	192.53	0.00	11/18/2016				False	0
018-018-501000 Operating Materials & Supplies				MATERIALS					
S79999463.001 Total:		192.53							
CONSOLIDATED SUPPL		1,464.85							
DAILY JOURNAL OF COMMERCE, INC									
009900									
743015467	11/11/2016	109.20	0.00	11/18/2016				False	0
008-008-558103 Grant Expense				BIDS/ GOODS AND SERVICES RFQ CONSULTING SEF					
743015467 Total:		109.20							
DAILY JOURNAL OF CO		109.20							
DURAN, MALINDA R.									

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
010948									
11092016	11/9/2016	21.34	0.00	11/18/2016				False	0
001-002-490000 Police Training/Supplies				M. DURAN NIBRS TRAINING MEALS EXPENSE					
11092016 Total:		21.34							
DURAN, MALINDA R. To		21.34							
E2C CORPORATION									
E2C									
3997	11/9/2016	3,100.00	0.00	11/18/2016				False	0
008-008-558104 Events				LABOR / FOOD COSTS					
3997 Total:		3,100.00							
3999	11/10/2016	782.58	0.00	11/18/2016				False	0
008-008-558104 Events				LABOR READY WEEKEND OF 29TH					
3999 Total:		782.58							
4002	11/14/2016	2,350.00	0.00	11/18/2016				False	0
008-008-554000 Consulting/Contractual				NOV 2016 CONTRACTORS COMPENSATIONS					
4002 Total:		2,350.00							
E2C CORPORATION Tota		6,232.58							
EAGLE STAR ROCK PRODUCTS, INC.									
010970									
31649	10/25/2016	383.88	0.00	11/18/2016				False	0
008-008-558104 Events				H. TOWN ROCK					
31649	10/25/2016	264.22	0.00	11/18/2016				False	0
018-021-501000 Operating Materials & Supplies				ROCK 17TH ST					
31649 Total:		648.10							
31657	10/26/2016	262.77	0.00	11/18/2016				False	0
018-021-501000 Operating Materials & Supplies				ROCK 17TH ST					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
31657 Total:		262.77							
31664	10/27/2016	373.36	0.00	11/18/2016				False	0
018-021-501000 Operating Materials & Supplies				ROCK 17TH ST					
31664 Total:		373.36							
31673	10/28/2016	119.08	0.00	11/18/2016				False	0
018-021-501000 Operating Materials & Supplies				ROCK -17TH ST					
31673 Total:		119.08							
31689	11/1/2016	137.52	0.00	11/18/2016				False	0
018-021-501000 Operating Materials & Supplies				ROCK 17TH ST					
31689 Total:		137.52							
31697	11/2/2016	131.92	0.00	11/18/2016				False	0
017-017-501000 Operating Materials & Sup.				ROCK -WATER					
31697 Total:		131.92							
31714	11/4/2016	75.76	0.00	11/18/2016				False	0
011-000-131100 Damage Propertiy Receivable				ROCK -DERI DELISH SIDEWALK					
31714	11/4/2016	259.97	0.00	11/18/2016				False	0
018-021-501000 Operating Materials & Supplies				ROCK -17TH ST					
31714 Total:		335.73							
31726	11/8/2016	130.66	0.00	11/18/2016				False	0
018-021-501000 Operating Materials & Supplies				ROCK -17TH ST					
31726 Total:		130.66							
EAGLE STAR ROCK PRO		2,139.14							
ECONORTHWEST									
011130									
17644	10/31/2016	2,808.75	0.00	11/18/2016				False	0
004-400-554110 Area Wide Planning				PROJECT 22668.00 URBAN RENEWAL PLAN					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
17644 Total:		2,808.75							
ECONORTHWEST Total:		2,808.75							
EMMERT MOTORS, INC.									
020693									
12723	10/27/2016	73.45	0.00	11/18/2016				False	0
001-002-510000 Automobile Expense				REPAIRS CHEV TAHOE 2012					
12723 Total:		73.45							
EMMERT MOTORS, INC		73.45							
GALLS, LLC - D.B.A BLUEMENTHAL UNIFORM									
013074									
006277565	10/21/2016	10.00	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				HASHMARK BLUE T. MOSS 1001093945					
006277565 Total:		10.00							
GALLS, LLC - D.B.A BLU		10.00							
HACH COMPANY									
014200									
10171482	10/28/2016	15.99	0.00	11/18/2016				False	0
018-019-501000 Operating Materials				PH STD SOLN					
10171482	10/28/2016	16.00	0.00	11/18/2016				False	0
018-020-501000 Operating Materials & Supplies				PH STD SOLN					
10171482 Total:		31.99							
HACH COMPANY Total:		31.99							
HAMER ELECTRIC, INC.									

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
014475									
38854	10/26/2016	190.00	0.00	11/18/2016				False	0
011-011-501000 Operating Materials & Supp				ST. HELENS SPIDER BOX T/S					
38854 Total:		190.00							
HAMER ELECTRIC, INC		190.00							
HUDSON GARBAGE SERVICE									
015875									
9052094	11/1/2016	6,777.26	0.00	11/18/2016				False	0
008-008-558104 Events				6169 PORTABLE SERVICE H. TOWN					
9052094 Total:		6,777.26							
HUDSON GARBAGE SER		6,777.26							
HUNT, JOSEPH									
015977									
11142016	11/14/2016	568.70	0.00	11/18/2016				False	0
001-000-205000 Court's Unapplied				BOND TRANSFER J. HUNT					
11142016 Total:		568.70							
HUNT, JOSEPH Total:		568.70							
KOLDKIST BOTTLED WATER									
007248									
10312016	10/31/2016	47.25	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				WATER					
10312016 Total:		47.25							
KOLDKIST BOTTLED W		47.25							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
LAWSON PRODUCTS, INC. 018040									
9304497089	11/7/2016	291.49	0.00	11/18/2016				False	0
015-015-501000 Operating Materials & Supp				MATERIALS					
9304497089 Total:		291.49							
LAWSON PRODUCTS, IN		291.49							
MCCOY ELECTRIC CO., INC. 019713									
216286	11/15/2016	2,236.80	0.00	11/18/2016				False	0
018-022-501000 Materials and supplies				YACHT LIFT STATION REPAIR STARTER					
216286 Total:		2,236.80							
MCCOY ELECTRIC CO.,		2,236.80							
MEDORA CORPORATION 031521									
77789	11/8/2016	170.15	0.00	11/18/2016				False	0
018-019-501000 Operating Materials				ELECTRONICS 36VDC POWER SUPPLY 300 WATT					
77789 Total:		170.15							
MEDORA CORPORATIO		170.15							
METROPRESORT 020292									
487524	11/10/2016	3,457.40	0.00	11/18/2016				False	0
012-106-554000 Contractual/consulting serv				UB BILL PRINTING REG BILLS 16690					
487524 Total:		3,457.40							
METROPRESORT Total:		3,457.40							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
MIDWEST TAPE									
020427									
94478910	11/3/2016	16.81	0.00	11/18/2016				False	0
001-004-481000 Visual Materials				DVD					
94478910 Total:		16.81							
94478912	11/3/2016	15.74	0.00	11/18/2016				False	0
001-004-481000 Visual Materials				DVD					
94478912 Total:		15.74							
MIDWEST TAPE Total:		32.55							
NORTHERN SAFETY CO., INC.									
021152									
902166960	11/1/2016	303.98	0.00	11/18/2016				False	0
013-403-501000 Operating materials/supplies				REFFLEX GLOVES					
902166960 Total:		303.98							
NORTHERN SAFETY CO		303.98							
NORTHWEST NATURAL GAS									
021400									
11092016	11/9/2016	752.24	0.00	11/18/2016				False	0
017-417-459000 Utilities				2942					
11092016	11/9/2016	7.86	0.00	11/18/2016				False	0
017-017-459000 Utilities				7720 HALF					
11092016	11/9/2016	46.79	0.00	11/18/2016				False	0
012-107-459000 Utilitites				2848					
11092016	11/9/2016	41.21	0.00	11/18/2016				False	0
013-403-459000 Utilities				8675					
11092016	11/9/2016	32.05	0.00	11/18/2016				False	0
001-002-459000 Utilities				5638					
11092016	11/9/2016	53.47	0.00	11/18/2016				False	0
012-107-459000 Utilitites				5285					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
11092016	11/9/2016	256.49	0.00	11/18/2016				False	0
001-004-459000 Utilities				7673					
11092016	11/9/2016	7.86	0.00	11/18/2016				False	0
018-018-459000 Utilites				7720 HALF					
11092016	11/9/2016	37.46	0.00	11/18/2016				False	0
018-019-459000 Utilites				5750 HALF					
11092016	11/9/2016	90.60	0.00	11/18/2016				False	0
001-005-459000 Utilities				8563					
11092016	11/9/2016	37.47	0.00	11/18/2016				False	0
018-020-459000 Utilities				5750 HALF					
11092016	11/9/2016	51.47	0.00	11/18/2016				False	0
001-005-459000 Utilities				3047					
11092016 Total:		1,414.97							
NORTHWEST NATURAL		1,414.97							
NORTHWEST OCCUPATIONAL									
021449									
10312016	10/31/2016	400.00	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				ABBIE HANSON PSYCHOLOGICAL SCREENING EVA					
10312016 Total:		400.00							
NORTHWEST OCCUPAT		400.00							
NURNBERG SCIENTIFIC									
021703									
0163923-IN	11/7/2016	157.97	0.00	11/18/2016				False	0
018-019-501000 Operating Materials				BOD BOTTLES 300ML					
0163923-IN	11/7/2016	157.97	0.00	11/18/2016				False	0
018-020-501000 Operating Materials & Supplies				BOD BOTTLES 300ML					
0163923-IN Total:		315.94							
NURNBERG SCIENTIFIC		315.94							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
OAWU									
021691									
21630	11/1/2016	75.00	0.00	11/18/2016				False	0
013-403-490000 Professional development				MEMBERSHIP RENEWAL NEAL SHEPPEARD 2016-20					
21630 Total:		75.00							
OAWU Total:		75.00							
OHA-DRINKING WATER SERVICES									
021743									
11012016	11/1/2016	140.00	0.00	11/18/2016				False	0
017-417-490000 Professional development				HOWIE BURTON DRINKING WATER OPERATOR CER					
11012016	11/1/2016	140.00	0.00	11/18/2016				False	0
013-403-490000 Professional development				SCOTT JAURON DRINKING WATER OPERATOR CER					
11012016	11/1/2016	140.00	0.00	11/18/2016				False	0
013-403-490000 Professional development				DAVE ELDER DRINKING WATER OPERATOR CERT R					
11012016 Total:		420.00							
11142016	11/14/2016	305.00	0.00	11/18/2016				False	0
013-403-490000 Professional development				DAVE ELDER COMBO TESTER SPECIALIST RENEWA					
11142016 Total:		305.00							
OHA-DRINKING WATER		725.00							
OLDCASTLE PRECAST, INC.									
021742									
020171600	11/8/2016	285.00	0.00	11/18/2016				False	0
011-011-501000 Operating Materials & Supp				ECOLOGY BLOCK DUNNAGE					
020171600 Total:		285.00							
OLDCASTLE PRECAST,		285.00							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
OREGON DMV									
023150									
67431-103116	10/31/2016	80.50	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				SUSPENSION PACKAGE					
67431-103116 Total:		80.50							
OREGON DMV Total:		80.50							
OREGON GOVERNMENT ETHICS COMMISSION, DAS-SHARED F									
022409									
AIE04302	11/7/2016	554.54	0.00	11/18/2016				False	0
001-100-490000 Professional development				ANNUAL OREGON ETHICS COMMISSION					
AIE04302 Total:		554.54							
OREGON GOVERNMEN		554.54							
PORTLAND GENERAL ELECTRIC									
025702									
11042016	11/4/2016	16.72	0.00	11/18/2016				False	0
009-209-554000 Contract Services				9275					
11042016	11/4/2016	37.13	0.00	11/18/2016				False	0
009-209-554000 Contract Services				7687					
11042016 Total:		53.85							
PORTLAND GENERAL E		53.85							
QUILL CORP.									
026700									
1564568	11/3/2016	45.15	0.00	11/18/2016				False	0
012-107-457000 Office supplies				MONTHLY BLACK DESKP					
1564568 Total:		45.15							
1565421	11/3/2016	22.46	0.00	11/18/2016				False	0

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
012-107-457000 Office supplies				MONTHLY BLACK DESKP					
1565421 Total:		22.46							
QUILL CORP. Total:		67.61							
RICOH USA INC									
027295									
5045445914	11/6/2016	91.76	0.00	11/18/2016				False	0
012-107-502000 Equipment expense				COPIES 15120165					
5045445914 Total:		91.76							
RICOH USA INC Total:		91.76							
RICOH USA, INC.									
027294									
97788634	11/4/2016	213.65	0.00	11/18/2016				False	0
001-002-470000 Building Expense				POLICE COPIER 1496666-3356313					
97788634 Total:		213.65							
RICOH USA, INC. Total:		213.65							
SCHOLL YARD MAINTENACE, RICK R.SCHOLL									
11022016	11/2/2016	75.00	0.00	11/18/2016				False	0
001-002-470000 Building Expense				OCTOBER YARDCARE POLICE					
11022016 Total:		75.00							
SCHOLL YARD MAINTE		75.00							
SELDEN, LAURIE									
030715									

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
11302016	11/14/2016	3,015.00	0.00	11/18/2016				False	0
001-103-554000 Contractual/consulting serv				CRIMINAL PROSECUTORIAL SERVICES 11/15-11/30					
11302016 Total:		3,015.00							
SELDEN, LAURIE Total:		3,015.00							
SHEEHAN, MICHAEL									
M.SHEEHA									
11152016	11/15/2016	12.00	0.00	11/18/2016				False	0
001-000-354000 Misc Revenue				REFUND PUBLIC RECOODS 52133					
11152016 Total:		12.00							
SHEEHAN, MICHAEL To		12.00							
SHERWIN-WILLIAMS									
031345									
2260-0	11/9/2016	33.84	0.00	11/18/2016				False	0
013-403-470000 Building				SHOP BATHROOM PAIN COMPATIBLE CREAM					
2260-0 Total:		33.84							
SHERWIN-WILLIAMS To		33.84							
ST. HELENS MARKET FRESH IGA									
029225									
02-1772497	10/19/2016	32.90	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				STORAGE BAGS					
02-1772497 Total:		32.90							
ST. HELENS MARKET F		32.90							
STAPLES BUSINESS ADVANTAGE									

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
031983									
331985493	10/29/2016	56.52	0.00	11/18/2016				False	0
012-107-457000 Office supplies				OFFICE SUPPLIES					
331985493 Total:		56.52							
3319885492	10/29/2016	177.47	0.00	11/18/2016				False	0
013-403-457000 Office supplies				OFFICE SUPPLIES					
3319885492 Total:		177.47							
3320753609	11/5/2016	109.13	0.00	11/18/2016				False	0
012-107-457000 Office supplies				OFFICE SUPPLIES					
3320753609 Total:		109.13							
STAPLES BUSINESS AD		343.12							
SUPERIOR TIRE SERVICES									
032774									
6429042	10/22/2016	116.00	0.00	11/18/2016				False	0
015-015-501000 Operating Materials & Supp				TUBE RRAC GRADER BACKHOE					
6429042 Total:		116.00							
SUPERIOR TIRE SERVIC		116.00							
TERRITORIAL SUPPLIES INC.									
033015									
13235	10/31/2016	79.49	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				NK TEST A OPIUM ALKALOIDS					
13235 Total:		79.49							
TERRITORIAL SUPPLIE		79.49							
TVW INC									

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
033827									
0025796-IN	10/31/2016	1,354.31	0.00	11/18/2016				False	0
012-107-554000 Contractual/consulting serv				JANITORIAL SERVICE CITY HALL					
0025796-IN Total:		1,354.31							
0025797-IN	10/31/2016	1,318.70	0.00	11/18/2016				False	0
001-004-508000 Janitorial Services				JANITORIAL SERVICE COL CENTER					
0025797-IN Total:		1,318.70							
0025798-IN	10/31/2016	475.14	0.00	11/18/2016				False	0
001-002-508000 Janitorial Services				JANITORIAL SERVICE POLICE					
0025798-IN Total:		475.14							
0025799-IN	10/31/2016	163.96	0.00	11/18/2016				False	0
018-019-470000 Building Expense				JANITORIAL SERVICE WWTP					
0025799-IN	10/31/2016	163.97	0.00	11/18/2016				False	0
018-020-470000 Building Expense				JANITORIAL SERVICE WWTP					
0025799-IN Total:		327.93							
TVW INC Total:		3,476.08							
UNITED FIRE,HEALTH, & SAFETY									
034285									
0182970	11/8/2016	369.70	0.00	11/18/2016				False	0
001-002-501000 Operating Materials & Supp				ANNUAL MAINT OF FIRE EXTINGUISHERS POLICE					
0182970 Total:		369.70							
UNITED FIRE,HEALTH,		369.70							
UPS									
033900									
00006550XW456	11/5/2016	8.17	0.00	11/18/2016				False	0
013-403-457000 Office supplies				SHIPPING DCBS					
00006550XW456	11/5/2016	8.17	0.00	11/18/2016				False	0

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
013-403-457000 Office supplies				SHIPPING DCBS					
00006550XW456	11/5/2016	11.10	0.00	11/18/2016				False	0
017-017-501000 Operating Materials & Sup.				SHIPPING WATER METRICS WEST					
00006550XW456 Total:		27.44							
UPS Total:		27.44							
WILCOX & FLEGEL									
037003									
C011290-IN	11/10/2016	93.35	0.00	11/18/2016				False	0
013-403-531000 Gasoline				GAS SHOP 0011497					
C011290-IN Total:		93.35							
C012141-IN	11/4/2016	1,198.67	0.00	11/18/2016				False	0
001-005-501000 Operating Materials & Supp				EQUIPMENT PUMP / HOSE FOR OFF ROAD TANK PAI					
C012141-IN Total:		1,198.67							
WILCOX & FLEGEL Tota		1,292.02							
Report Total:		59,787.48							

Accounts Payable

To Be Paid Proof List

User: jenniferj
Printed: 11/22/2016 - 4:04PM
Batch: 00012.11.2016 - AP 11/23/2016 FY 16-17

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Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
BURTON, HOWARD									
H.BURTON									
11172016	11/17/2016	265.51	0.00	11/23/2016				False	0
017-417-490000 Professional development				PALL CONFERENCE COTTAGE GROVE. H. BURTON					
11172016 Total:		265.51							
BURTON, HOWARD Tota		265.51 ✓							
CENTRO PRINTING SOLUTIONS									
006282									
210876	11/14/2016	130.13	0.00	11/23/2016				False	0
012-106-457000 Office supplies				W-2 BLANK W-3 1099 ENVELOPES					
210876 Total:		130.13							
CENTRO PRINTING SOL		130.13 ✓							
CINTAS CORPORATION									
037620									
5006470077	11/17/2016	25.81	0.00	11/23/2016				False	0
018-019-501000 Operating Materials				CABINET REFILL					
5006470077	11/17/2016	25.82	0.00	11/23/2016				False	0
018-020-501000 Operating Materials & Supplies				CABINET REFILL					
5006470077 Total:		51.63 ✓							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
CINTAS CORPORATION		51.63 ✓							
CODE PUBLISHING, INC.									
007162									
54848	11/15/2016	229.50	0.00	11/23/2016				False	0
012-102-554000 Contractual/consulting serv				MUN CODE ELECTRONIC UPDATE 11/8					
54848 Total:		229.50							
CODE PUBLISHING, INC		229.50 ✓							
COLUMBIA CO. TREASURER									
007701									
AUG 2016	11/22/2016	83.85	0.00	11/23/2016				False	0
001-000-236000 County assessments				JAIL ASSESSMENT					
AUG 2016	11/22/2016	340.00	0.00	11/23/2016				False	0
001-000-235000 State Assessments				COUNTY ASSESSMENT					
AUG 2016	11/22/2016	-42.39	0.00	11/23/2016				False	0
001-000-341000 Fines				CITY COURT COSTS					
AUG 2016 Total:		381.46							
OCT 2016	11/21/2016	746.00	0.00	11/23/2016				False	0
001-000-236000 County assessments				JAIL ASSESSMENT					
OCT 2016	11/21/2016	695.80	0.00	11/23/2016				False	0
001-000-235000 State Assessments				COUNTY ASSESSMENT					
OCT 2016	11/21/2016	-144.18	0.00	11/23/2016				False	0
001-000-341000 Fines				CITY COURT COSTS					
OCT 2016 Total:		1,297.62							
SEPT 2016	11/21/2016	90.00	0.00	11/23/2016				False	0
001-000-236000 County assessments				JAIL ASSESSMENT					
SEPT 2016	11/21/2016	241.00	0.00	11/23/2016				False	0
001-000-235000 State Assessments				COUNTY ASSESSMENT					
SEPT 2016	11/21/2016	-33.10	0.00	11/23/2016				False	0
001-000-341000 Fines				CITY COURT COSTS					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
SEPT 2016 Total:		297.90							
COLUMBIA CO. TREASU		1,976.98 ✓							
COLUMBIA COUNTY CLERK									
007500									
11172016	11/17/2016	66.00	0.00	11/23/2016				False	0
001-104-494000 Recording fees				RECORD DEDICATION DEED CITY AND KEVIN AND					
11172016 Total:		66.00							
COLUMBIA COUNTY CL		66.00 ✓							
COLUMBIA RIVER P.U.D.									
008325									
11142016	11/14/2016	411.16	0.00	11/23/2016				False	0
001-002-459000 Utilities				7493					
11142016	11/14/2016	716.39	0.00	11/23/2016				False	0
001-004-459000 Utilities				7493					
11142016	11/14/2016	1,285.68	0.00	11/23/2016				False	0
001-005-459000 Utilities				7493					
11142016	11/14/2016	335.41	0.00	11/23/2016				False	0
001-005-509000 Marine board expense				7493					
11142016	11/14/2016	5,316.24	0.00	11/23/2016				False	0
011-011-453000 Street Lighting				7493					
11142016	11/14/2016	896.07	0.00	11/23/2016				False	0
012-107-459000 Utilitites				7493					
11142016	11/14/2016	362.54	0.00	11/23/2016				False	0
013-403-459000 Utilities				7493					
11142016	11/14/2016	2,646.55	0.00	11/23/2016				False	0
017-017-459000 Utilities				7493					
11142016	11/14/2016	4,926.28	0.00	11/23/2016				False	0
017-417-459000 Utilities				7493					
11142016	11/14/2016	1,139.22	0.00	11/23/2016				False	0
018-019-534000 Electrical Energy				7493					
11142016	11/14/2016	3,417.66	0.00	11/23/2016				False	0

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
018-020-534000 Electrical Energy				7493					
11142016	11/14/2016	128.94	0.00	11/23/2016				False	0
018-021-459000 Utilites				7493					
11142016	11/14/2016	850.47	0.00	11/23/2016				False	0
018-022-459000 Utilities				7493					
11142016 Total:		22,432.61 ✓							
1749786	11/15/2016	843.17	0.00	11/23/2016				False	0
011-011-453000 Street Lighting				73638					
1749786 Total:		843.17 ✓							
1749789	11/15/2016	878.14	0.00	11/23/2016				False	0
011-011-453000 Street Lighting				73638					
1749789 Total:		878.14 ✓							
COLUMBIA RIVER P.U.D		24,153.92							
COMCAST									
COMCAST									
11122016	11/12/2016	136.93	0.00	11/23/2016				False	0
017-417-459000 Utilities				3238					
11122016 Total:		136.93							
COMCAST Total:		136.93 ✓							
E2C CORPORATION									
E2C									
4005	11/16/2016	450.00	0.00	11/23/2016				False	0
008-008-558104 Events				DAVID LEE PIANO TALENT					
4005 Total:		450.00							
E2C CORPORATION Tota		450.00 ✓							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
FEDEX									
011878									
4-470-36136	11/21/2016	58.93	0.00	11/23/2016				False	0
017-417-472000 Lab testing				8101-2534-9 SHIP GRANTS PASS WATER LAB - TESTI					
4-470-36136 Total:		58.93							
FEDEX Total:		58.93 ✓							
OPUS:INTERACTIVE, INC.									
021979									
282498	11/14/2016	39.00	0.00	11/23/2016				False	0
012-102-500000 Information services				5951					
282498 Total:		39.00 ✓							
282787	11/15/2016	5.00	0.00	11/23/2016				False	0
001-002-500000 Computer System Maint.				4775					
282787 Total:		5.00 ✓							
OPUS:INTERACTIVE, IN		44.00 ✓							
OREGON DEPT. OF REVENUE									
023202									
AUG 2016	11/21/2016	1,417.64	0.00	11/23/2016				False	0
001-000-235000 State Assessments				STATE					
AUG 2016	11/21/2016	710.00	0.00	11/23/2016				False	0
001-000-235000 State Assessments				STATE DUII DIVERSION					
AUG 2016	11/21/2016	140.00	0.00	11/23/2016				False	0
001-000-235000 State Assessments				UNITARY					
AUG 2016	11/21/2016	6.15	0.00	11/23/2016				False	0
001-000-235000 State Assessments				STATE COURT FACILITY					
AUG 2016	11/21/2016	7.00	0.00	11/23/2016				False	0
001-000-235000 State Assessments				LEMLA					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
AUG 2016 Total:		2,280.79							
OCT 2016 001-000-235000 State Assessments	11/21/2016	2,395.81	0.00	11/23/2016 STATE				False	0
OCT 2016 001-000-235000 State Assessments	11/21/2016	690.00	0.00	11/23/2016 STATE DUII DIVERSION				False	0
OCT 2016 001-000-235000 State Assessments	11/21/2016	1,072.60	0.00	11/23/2016 UNITARY				False	0
OCT 2016 001-000-235000 State Assessments	11/21/2016	62.00	0.00	11/23/2016 STATE COURT FACILITY				False	0
OCT 2016 001-000-235000 State Assessments	11/21/2016	25.00	0.00	11/23/2016 INTOXICATED DRIVER				False	0
OCT 2016 001-000-235000 State Assessments	11/21/2016	70.00	0.00	11/23/2016 LEMLA				False	0
OCT 2016 Total:		4,315.41							
SEPT 2016 001-000-235000 State Assessments	11/21/2016	1,439.75	0.00	11/23/2016 STATE				False	0
SEPT 2016 001-000-235000 State Assessments	11/21/2016	340.00	0.00	11/23/2016 STATE DUII DIVERSION				False	0
SEPT 2016 001-000-235000 State Assessments	11/21/2016	35.00	0.00	11/23/2016 UNITARY				False	0
SEPT 2016 001-000-235000 State Assessments	11/21/2016	14.85	0.00	11/23/2016 STATE COURT FACILITY				False	0
SEPT 2016 001-000-235000 State Assessments	11/21/2016	2.00	0.00	11/23/2016 LEMLA				False	0
SEPT 2016 Total:		1,831.60							
OREGON DEPT. OF REV		8,427.80 ✓							
OSBEELS 024034 10032016 013-402-490000 Professional development	10/3/2016	150.00	0.00	11/23/2016 56351 SUSAN J NELSON				False	0

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
10032016 Total:		150.00							
OSBEELS Total:		150.00 ✓							
PHILLIPS, CYNTHIA									
025515									
11302016	11/22/2016	1,670.00	0.00	11/23/2016				False	0
001-103-554000 Contractual/consulting serv				11/16-11/30 MUNICIPAL COURT JUDGE					
11302016 Total:		1,670.00							
PHILLIPS, CYNTHIA Tot		1,670.00 ✓							
POLICE EXECUTIVE RESEARCH FORUM									
025615									
3540	11/17/2016	200.00	0.00	11/23/2016				False	0
001-002-490000 Police Training/Supplies				2017 PERF SUBSCRIBING MEMBER TERRY MOSS					
3540 Total:		200.00							
POLICE EXECUTIVE RE		200.00 ✓							
SCAPPOOSE SAND & GRAVEL									
030050									
13386	11/11/2016	52.50	0.00	11/23/2016				False	0
011-011-501000 Operating Materials & Supp				DUMP FEES					
13386 Total:		52.50							
SCAPPOOSE SAND & GR		52.50 ✓							
SHOATS, BRIAN									
005559									
0002707	11/21/2016	50.00	0.00	11/23/2016				False	0

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
001-000-237000 Restitution				RESTITUTION					
0002707 Total:		50.00 ✓							
0002714	11/21/2016	90.00	0.00	11/23/2016				False	0
001-000-237000 Restitution				RESTITUTION					
0002714 Total:		90.00 ✓							
SHOATS, BRIAN Total:		140.00 ✓							
T3E COMPANY									
03898									
0148436-IN	11/15/2016	624.00	0.00	11/23/2016				False	0
012-108-575000 Equipment expense				HEADSET SYSTEMS					
0148436-IN Total:		624.00							
T3E COMPANY Total:		624.00 ✓							
THE SPYGLASS GROUP LLC									
03262									
11212016	11/21/2016	264.12	0.00	11/23/2016				False	0
012-106-554000 Contractual/consulting serv				CONTINGENCY AGREEMENT DOCUMENTATION					
11212016	11/21/2016	25.76	0.00	11/23/2016				False	0
012-106-554000 Contractual/consulting serv				CONTINGENCY AGREEMENT DOCUMENTATION					
11212016 Total:		289.88							
THE SPYGLASS GROUP		289.88 ✓							
WATER METRICS WEST									
035800									
IVC57532	11/8/2016	102.83	0.00	11/23/2016				False	0
017-017-501000 Operating Materials & Sup.				GAUGE CALIBRATION					

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
IVC57532 Total:		102.83							
WATER METRICS WEST		102.83	✓						
Report Total:		39,220.54	✓						

MM 11/22/16

Accounts Payable

To Be Paid Proof List

User: jenniferj
Printed: 11/17/2016 - 10:45AM
Batch: 00009.11.2016 - AP 11/18/16 (2) FY 16-17

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
WIRE WORKS LLC									
035698									
4605	11/15/2016	27,864.40	0.00	11/18/2016				False	0
010-305-653551 Police vehicles				2016 CHEVY CAPRICE - POLICE					
4605 Total:		27,864.40							
WIRE WORKS LLC Total		27,864.40							
Report Total:		27,864.40							

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Accounts Payable

To Be Paid Proof List

User: jenniferj
Printed: 11/22/2016 - 11:50AM
Batch: 00013.11.2016 - AP 11/23/2016 FY 16-17 OVER 10K

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Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
Boise White Paper, LLC									
003720									
11152016	11/15/2016	12,500.00	0.00	11/23/2016				False	0
009-209-563000 Debt service - Principal				DECEMBER 2016 NOTE PAYMENT					
11152016 Total:		12,500.00							
Boise White Paper, LLC To		12,500.00							
COLUMBIA BANK									
007350									
12152016	12/15/2016	20,420.26	0.00	11/23/2016				False	0
009-209-569000 Debt Service Interest				INTEREST ON COLUMBIA BANK NOTE LOAN 15-03-(					
12152016	12/15/2016	41,954.42	0.00	11/23/2016				False	0
009-209-563000 Debt service - Principal				PRNCIPAL ON COLUMBIA BANK NOTE LOAN 15-03-					
12152016 Total:		62,374.68							
COLUMBIA BANK Total:		62,374.68							
INFLOW COMMUNICATIONS, INC									
016255									
6184	9/16/2016	15,812.84	0.00	11/23/2016				False	0
010-305-653553 Phone system				SHORE TEL INSTALLATION					
6184 Total:		15,812.84							

Invoice Number / Account Number	Invoice Date	Amount	Quantity	Payment Date / Description	Task Label	Type / Reference	PO #	Close PO	Line #
INFLOW COMMUNICAT		15,812.84							
Report Total:		90,687.52							