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City of St. Helens

## COUNCIL AGENDA

**Wednesday, August 12, 2015**

City Council Chambers, 265 Strand Street, St. Helens

### City Council Members

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

### Welcome!

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

1. **6:30PM – PUBLIC HEARING:** Street Vacation – Portion of West Street (Brooksby)
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. **DELIBERATIONS:** Street Vacation – Portion of West Street (Brooksby)
6. **ORDINANCES – First Reading**
  - A. **Ordinance No. 3193:** An Ordinance Amending the St. Helens Municipal Code Chapter 5.04 to Allow Business Licenses for Marijuana Related Businesses
7. **RESOLUTIONS**
  - A. **Resolution No. 1708:** A Resolution Authorizing Purchase of Real Property Within the City of St. Helens from the State of Oregon, Acting By and Through Its Oregon Department of Transportation, Including Necessary Steps to Effect Purchase of Real Property in Service of the City's Economic Development, Environmental, and Public Use Goals
  - B. **Resolution No. 1709:** A Resolution Determining that a Nuisance Exists Upon Properties Located within the City of St. Helens and Directing that Notice to Abate the Nuisance be Posted on Said Premises
8. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
  - A. Amendment No. 2 to IGA with City of Carlton for Communications Services
  - B. Extension of Contract with Tualatin Valley Workshop for Janitorial Services
  - C. Fourth Amendment to Hamer Electric Public Improvement Contract for Courthouse Docks Project
  - D. Authorize Pump Equipment Purchase from Correct Equipment, Inc. for Lift Station No. 7 Upgrade
  - E. Authorize Bridge Purchase from Bridge Brothers for McCormick Park Pedestrian Bridge Project
  - F. Recognize Ameresco as City's Energy Services Company and Authorize Technical Energy Audit Related to Converting City Street Lights to LED Technology
  - G. Contract Payments
9. **APPOINTMENTS TO CITY BOARDS & COMMISSIONS**
10. **CONSENT AGENDA FOR ACCEPTANCE**
  - A. Planning Commission Minutes dated June 9, 2015
  - B. Arts & Cultural Minutes dated June 30, 2015
  - C. Library Board Minutes dated June 16, 2015
  - D. EPA Cooperative Agreement for Brownfields Grant
  - E. Accounts Payable Bill List

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.

11. **CONSENT AGENDA FOR APPROVAL**
  - A. Council Regular Session Minutes dated July 8, 2015
  - B. Exclusive Use Permits
  - C. Animal Facility Licenses
  - D. Accounts Payable Bill List
12. **MAYOR PETERSON REPORTS**
13. **COUNCIL MEMBER REPORTS**
14. **DEPARTMENT REPORTS**
15. **ADJOURN**



**CITY OF ST. HELENS PLANNING DEPARTMENT  
STAFF REPORT  
VAC.2.15**

**DATE:** July 31, 2015  
**TO:** City Council  
**FROM:** Jennifer Dimsho, Assistant Planner  
**PETITIONER:** Brett & Brighton Brooksby  
**PROPOSAL:** Vacation of public right-of-way described as follows:

**South 10 feet of the West St. right-of-way abutting Lot 12, Block 93, of the St. Helens Subdivision, City of St. Helens, Columbia County, Oregon**

The purpose of this vacation is to increase the building envelope with the intent to construct a garage or other building addition in the future. The house is currently for sale (per real-estate advertisement on the site) and according to the applicant, there are no plans to build the addition prior to the sale of the house.

**PUBLIC HEARING & NOTICE**

Hearing date: August 12, 2015 before the City Council

Notice of this proposed street vacation was published in the Chronicle on July 29, 2015 and August 5, 2015. Staff posted a copy of the notice at or near each end of the proposed street vacation area on July 24, 2015.

**APPLICABLE CRITERIA, ANALYSIS & FINDINGS**

**SHMC 17.32.030(5):** Whenever any street is lawfully vacated, and when the lands within the boundaries thereof attach to and become a part of lands adjoining such street, the lands formerly within the vacated street shall automatically be subject to the same zoning district designation that is applicable to lands to which the street attaches.

**SHMC 17.136.220—Vacation of Streets:** All street vacations shall comply with the procedures and standards set forth in ORS Chapter 271 and applicable local regulations.

**Discussion:** The above two excerpts are the only places where vacations are specifically mentioned in the St. Helens Municipal Code. The Municipal Code does not set forth any additional approval criteria other than those per State law below.

**Oregon Revised Statutes, ORS 271.120 – Street Vacation Approval Criteria**

...the governing body shall hear the petition and objections and shall determine whether the consent of the owners of the requisite area has been obtained, whether notice has been duly given and whether the public interest will be prejudiced by the vacation of such plat or street or parts thereof. If such matters are determined in favor of the petition the governing body shall by

ordinance make such determination a matter of record and vacate such plat or street; otherwise it shall deny the petition. The governing body may, upon hearing, grant the petition in part and deny it in part, and make such reservations, or either, as appear to be for the public interest.

#### **Discussion:**

- **Have there been any objections or other comments submitted regarding this request?**

There have been no objections to this request from the general public or from the utility companies. However, City Engineering does not support this vacation for three reasons:

1. West Street has an untouched 80 foot right-of-way (ROW).  
No other street vacations have been granted along West Street.
2. For purposes of the Public Works crew performing maintenance, ROW consistency along West Street is efficient and desirable. Since the intent of this vacation is to build a future addition, staff also noted if the applicant builds out to the edge of their property line (even with setbacks), the addition will be the only building along the corridor at that distance from the street.
3. Vacating this portion of the West Street ROW could potentially trigger adjacent properties to consider street vacations.

- **Has the consent of the owners of the requisite area been obtained?**

Pursuant to ORS 271.080(2), the consent of the owners of all abutting property and not less than two-thirds in area of the real property affected area (i.e. an area 200 feet parallel to and on both sides of the portion of street R.O.W to be vacated and 400 feet along its course beyond each terminus of the portion of street R.O.W to be vacated) is required. **The applicant submitted documentation showing 100% consent of all property owners abutting the portion of street right-of-way to be vacated and 68% of the affected area.**

- **Has notice been duly given?**

Notice requirements are set forth by ORS 271.110. This requires published notice to occur once each week for two consecutive weeks prior to the hearing and posted notice within five days after the first date of published notice. The posting and first day of publication notice is required to be at least 14 days before the hearing. The notice requirements have been met (see PUBLIC HEARING & NOTICE above).

- **Will the public interest be prejudiced by the proposed street vacation?**

The portion of West Street proposed to be vacated is classified as a collector street according to the City's Transportation System Plan. There is a section of West Street that is classified as a minor arterial, but only east of Deer Island Rd (See Attachment). According to SHMC 17.152.030, both collector and minor arterial streets have a minimum right-of-way width of 60 feet. The existing right-of-way width is 80 feet, therefore vacating half of the "extra" 20 feet would still retain the minimum right-of-way width standards.

There are no known city utilities (water, sanitary sewer, storm sewer) located within the right-of-way proposed to be vacated (See attachment). Overhead power is located on the opposite side of the street.

West Street is approximately 34 feet wide with:

- Two 12 foot travel lanes
- Two 5 foot bike lanes
- One approximately 4 foot wide sidewalk across from the proposed vacation, next to the overhead power lines



*West Street looking east*



*West Street looking west.* The red arrow denotes the estimated location of the current property line. Based on observations in the field, there is about 28 feet from the edge of the property and the paved road edge.





*West Street looking west.* The edge of the fence is approximately where the new property line would be should the proposed street vacation be approved. The proposed street vacation would leave approximately 18 feet between the property line and the paved edge of West Street.

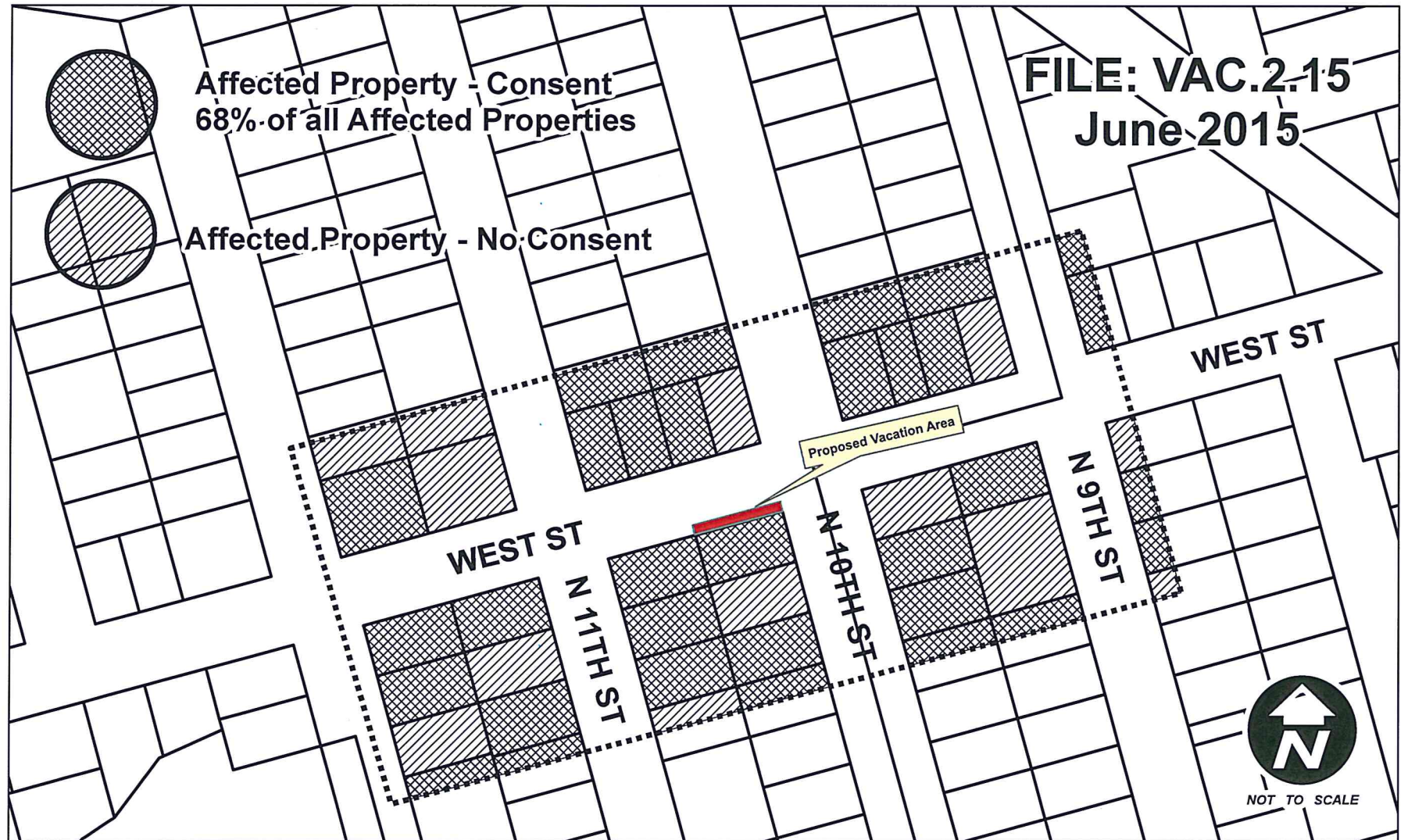
**Finding:** The criteria for vacation approval are met, except for the criteria pertaining to public interest, which could be prejudiced due to the issues brought forth by City Engineering. Whether or not this criteria is met depends on whether City Council believes losing the consistency of ROW width and building setbacks along the West Street corridor is substantial enough to maintain that the public interest will be prejudiced with approval.

### CONCLUSION & RECOMMENDATION

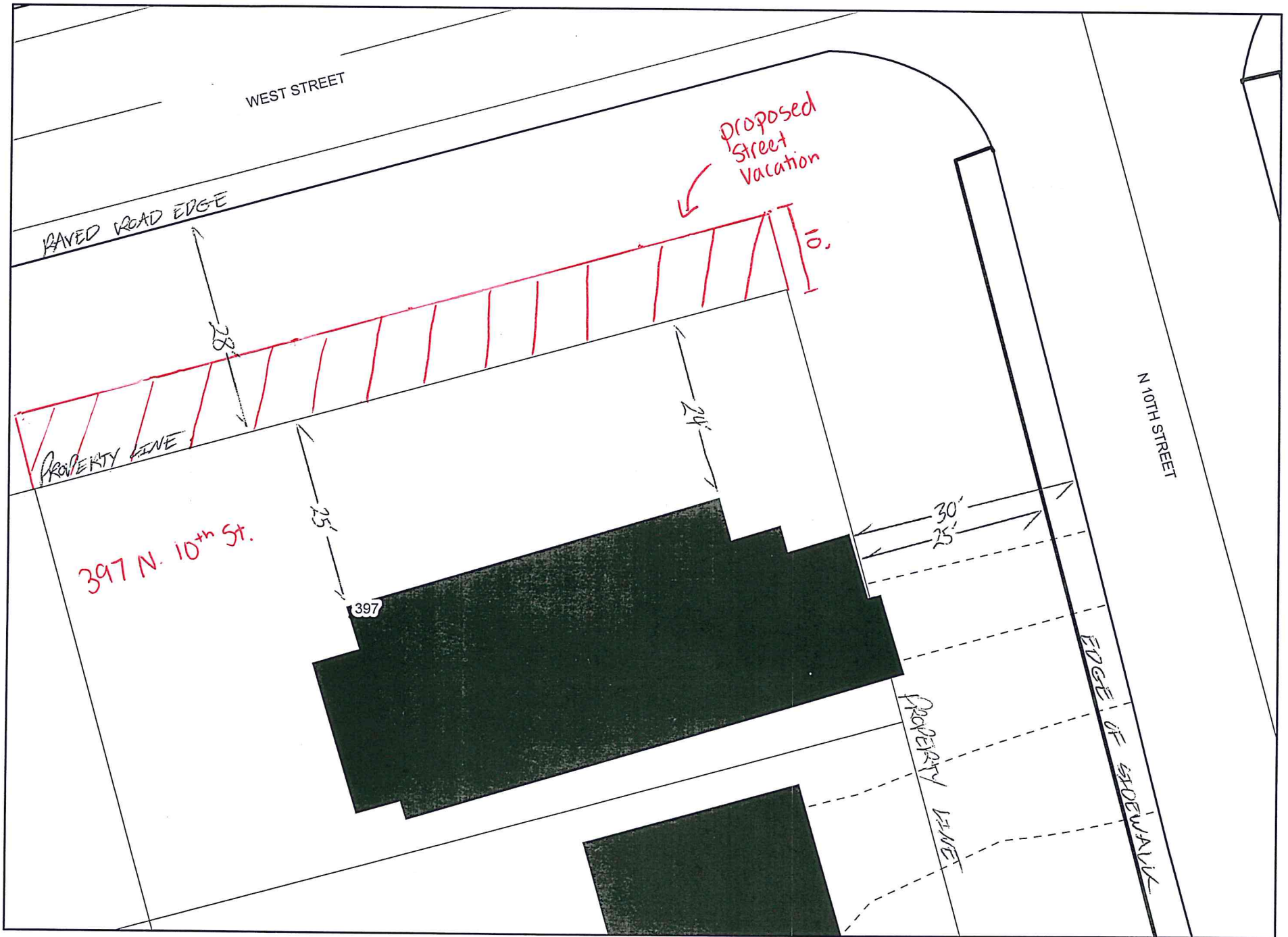
**Based upon the facts and findings herein, staff recommends denial of the street vacation petition.**

**Attachments:**

Consent Map  
City Utilities Map  
Property Lines Map  
TSP Street Classification










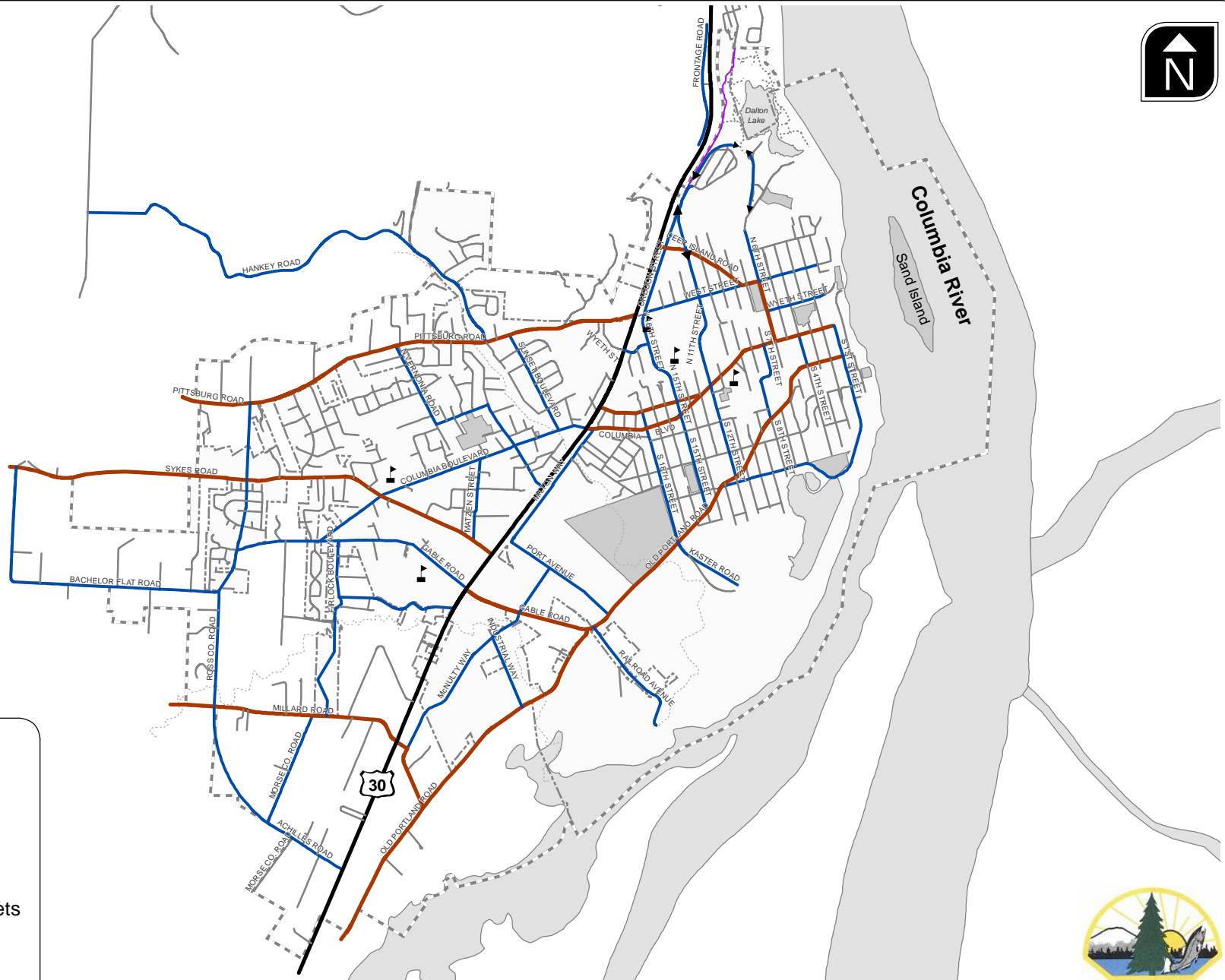
VAC.2.15

— City Water Main Line

— City Storm Main Line

— City Sanitary Sewer Main  
Line/Sanitary Lateral

 Proposed Street Vacation



# LEGEND

-  Schools
-  Major Arterials
-  Minor Arterials
-  Collector Streets
-  Local Streets
-  City Limits
-  City UGB



**FUNCTIONAL CLASSIFICATION PLAN  
ST. HELENS, OREGON**



**City of St. Helens**  
**ORDINANCE NO. 3193**

**AN ORDINANCE AMENDING THE ST. HELENS MUNICIPAL CODE  
CHAPTER 5.04 TO ALLOW BUSINESS LICENSES FOR  
MARIJUANA RELATED BUSINESSES**

**WHEREAS**, the City of St. Helens requires businesses operating in the City to obtain a business license; and

**WHEREAS**, pursuant to Article XI, Section 2, of the Oregon Constitution, the City of St. Helens is a "home rule" municipal corporation having the authority that the constitution, statutes, and common law of the United States and this State expressly or implicitly grant or allow over the civil affairs of its City; and

**WHEREAS**, amendments to Chapter 5.04 of the St. Helens Municipal Code, Business Licenses, are necessary to clarify the City's Code; and

**WHEREAS**, although the State of Oregon has authorized the legal use of medical and recreational marijuana, marijuana remains illegal under federal law. The City's licensing program attempts to reduce the risk to the public health, safety, and welfare related to marijuana facilities and the City's actions shall not be construed as an endorsement of such facilities or as an authorization to engage in any activity prohibited by law.

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

**Section 1.** The City of St. Helens Municipal Code is hereby amended, attached hereto as **Attachment A** and made part of this reference.

**Section 2. Severability.** If any section, provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other sections, provisions, clauses or paragraphs of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

**Section 3.** Provisions of this Ordinance shall be incorporated in the St. Helens Municipal Code and the word "ordinance" may be changed to "code," "article," "section," or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that Whereas clauses and boilerplate provisions need not be codified.

**Section 4.** The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time:	August 12, 2015
Read the second time:	September 2, 2015

**APPROVED AND ADOPTED** this 2<sup>nd</sup> day of September, 2015 by the following vote:

Ayes:

Nays:

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Randy Peterson, Mayor

ATTEST:

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Kathy Payne, City Recorder

## ATTACHMENT A

underline words are added  
~~words stricken~~ are deleted

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### CHAPTER 5.04 BUSINESS LICENSES

[...]

#### **5.04.100 License requirements.**

In addition to any other requirements of this chapter, a licensee shall:

(1) Abide by all federal, state, and local laws, zoning regulations, and provisions of this chapter, with the exception of the Controlled Substances Act as it applies to marijuana legal under the laws of the State of Oregon.

[...]

#### **5.04.120 Denial or revocation of license.**

(1) The city may deny or revoke a license upon finding that:

(a) The applicant fails to meet the requirements of this chapter, or is doing business in violation of this chapter, zoning regulations, or applicable federal, state, county, or local law, with the exception of the Controlled Substances Act as it applies to marijuana legal under the laws of the State of Oregon.

**CITY OF ST. HELENS  
RESOLUTION NO. 1708**

**A RESOLUTION AUTHORIZING PURCHASE OF REAL PROPERTY WITHIN  
THE CITY OF ST. HELENS FROM THE STATE OF OREGON, ACTING BY  
AND THROUGH ITS OREGON DEPARTMENT OF TRANSPORTATION,  
INCLUDING NECESSARY STEPS TO EFFECT PURCHASE OF REAL  
PROPERTY IN SERVICE OF THE CITY’S ECONOMIC DEVELOPMENT,  
ENVIRONMENTAL, AND PUBLIC USE GOALS**

**WHEREAS**, the City of St. Helens, Columbia County, State of Oregon (“City”) purchased real property owned and previously operated by Boise Cascade Wood Products, LLC (“Boise”) and that real property has a railroad right of way that bisected the property which is now Right of Way (“ROW”) owned by the State of Oregon acting by and through its Oregon Department of Transportation; and

**WHEREAS**, the City has evaluated the real property purchased from Boise for future public uses and has determined that any undertaking to redevelop or alter the real property for future public resources such as park area, public river access, docks, or other similar projects involves the need to use the ROW that was formerly the railroad spur that serviced the real property; and

**WHEREAS**, the City can finance the purchase of the ROW without use of bonds or other public financing but instead will pay for the acquisition independently; and

**WHEREAS**, the City has thoroughly investigated the environmental condition of the real property, the ROW and has an understanding of the environmental condition of the real property, the ROW, and any remedial efforts that may be required by future development; and

**WHEREAS**, certain funds are available from Boise to mitigate any environmental issue that could be found in the ROW; and

**WHEREAS**, the City has agreed to develop 75% of the ROW as either a portion of a park or continuing to use it as a right of way for traffic and/or pedestrian use within 10 years; and

**WHEREAS**, the City finds that it is both financially feasible and in the City’s best interests to authorize the acquisition of the ROW and the steps necessary to acquire the ROW, the City adopts this Resolution to authorize the City to obtain the ROW and the steps necessary to accomplish the acquisition of the ROW.

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

Section 1.     Purchase Authorized. The City hereby authorizes the Mayor or his designee to enter into a purchase and sale agreement for the ROW in an amount not to exceed One Hundred Thousand Dollars (\$100,000.00). This authorization includes, but is not limited to, signing the Purchase and Sale Agreement or its equivalent, signing the documents necessary including recording of any and all closing documents, and any other documents necessary or pertinent to the purchase of the ROW.

- Section 2. Other Obligations. The City hereby authorizes the Mayor or his designee to appoint and enter into agreements with escrow and title companies, financial institutions, other professionals and service providers to assist in carrying out the authorization provided in Section 1. The financial limit in Section 1 for the purchase price of the ROW shall not apply to the compensation for the escrow and title companies, financial institutions, other professionals, and service providers appointed otherwise hired to assist the City in the purchase of the ROW.
- Section 3. Payment. By this Resolution the City hereby authorizes the City Administrator to effectuate payment for the ROW from an account or accounts eligible for use for such purchases.
- Section 5. Effective Date. This Resolution shall be effective upon approval.

**Approved and adopted** by the City Council on August 12, 2015 by the following vote:

Ayes:

Nays:

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Randy Peterson, Mayor

ATTEST:

---

Kathy Payne, City Recorder

**CITY OF ST. HELENS**  
**RESOLUTION NO. 1709**

**A RESOLUTION DETERMINING THAT A NUISANCE EXISTS UPON PROPERTIES  
LOCATED WITHIN THE CITY OF ST. HELENS AND DIRECTING THAT NOTICE TO  
ABATE THE NUISANCE BE POSTED ON SAID PREMISES**

**WHEREAS**, St. Helens Municipal Code (SHMC) Section 8.12.010(1)(d) and 8.12.090(3) makes permitting weeds or grasses to grow on property or in adjacent streets or alleys in excess of 10 inches in height between the dates of June 1 and October 15 of any year a violation of city code and a nuisance; and

**WHEREAS**, it appears that there are weeds and/or grasses growing on property or in adjacent streets or alleys in excess of 10 inches in height on the parcels listed in the attached Exhibit A, attached hereto and hereby incorporated by reference; and

**WHEREAS**, it appears that the parcels listed in Exhibit A are nuisance parcels and the City has the ability to abate the nuisance pursuant to SHMC 8.12.220 – 8.12.260.

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

**Section 1.** The parcels listed in Exhibit A to this Resolution constitute nuisance parcels.

**Section 2.** Council hereby directs a notice to be posted on each premise listed in Exhibit A which contains: a description of the real property, by street address or otherwise; a direction to remove the nuisance within 10 days of the date of the notice; a description of the nuisance; a statement that unless such nuisance is removed, the City will remove the nuisance and the cost of removal shall be a lien against the property; and a statement that the person in charge of the property may protest the action by giving notice to the City Recorder within five (5) days from the date of the notice.

**Section 3.** The City Recorder shall cause a copy of said notice to be forwarded by registered or certified mail, postage prepaid, to the person in charge of the property at the last known address of such person. If the person responsible for the nuisance is not the owner, an additional notice shall be sent to the owner, stating that the cost of abatement not paid by the person responsible may be assessed to and become a lien on the property.

**Approved and adopted** by the City Council on August 12, 2015, by the following vote:

Ayes:

Nays:

\_\_\_\_\_  
Randy Peterson, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

Identified Weed and Grass Abatement Properties

Street #	DIR	Street	Map #
35100		Roberts Lane	4N1W05-CB-00142
565	S	10th Street	4N1W04-DD-01700
575	S	10th Street	4N1W04-DD-01800
224	S	20th Street	4N1W04-CA-05500

# COLUMBIA County Assessor's Summary Report

## Real Property Assessment Report

FOR ASSESSMENT YEAR 2014

August 6, 2015 4:18:45 pm

Account # 11251  
Map # 4N1W04-DD-01700  
Code - Tax # 0201-11251

Tax Status ASSESSABLE  
Acct Status ACTIVE  
Subtype NORMAL

Legal Descr ST HELENS  
Block - 87 Lot - 18

Mailing Name LAMPMAN JAMES A

Deed Reference # 2007-14335

Agent

Sales Date/Price 11-16-2007 / \$136,500.00

In Care Of

Appraiser ANDI JURKIEWICZ

Mailing Address 215 N 7TH ST  
ST HELENS, OR 97051

Prop Class 101 MA SA NH Unit  
RMV Class 101 01 00 000 19687-1

Situs Address(s)	Situs City
ID# 565 10TH S	ST HELENS

Value Summary					
Code Area	AV	RMV	MAV	RMV Exception	CPR %
0201 Land		51,500	Land	0	
Impr.		58,260	Impr.	0	
Code Area Total	109,760	109,760	112,570	0	
Grand Total	109,760	109,760	112,570	0	

Land Breakdown											
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	Trended RMV
0201					OSD - SINGLE FAMILY	115					22,420
0201	1	R		SH:R-5	Residential Site	115	S	5,800.00		*	29,070
Grand Total								5,800.00			51,490

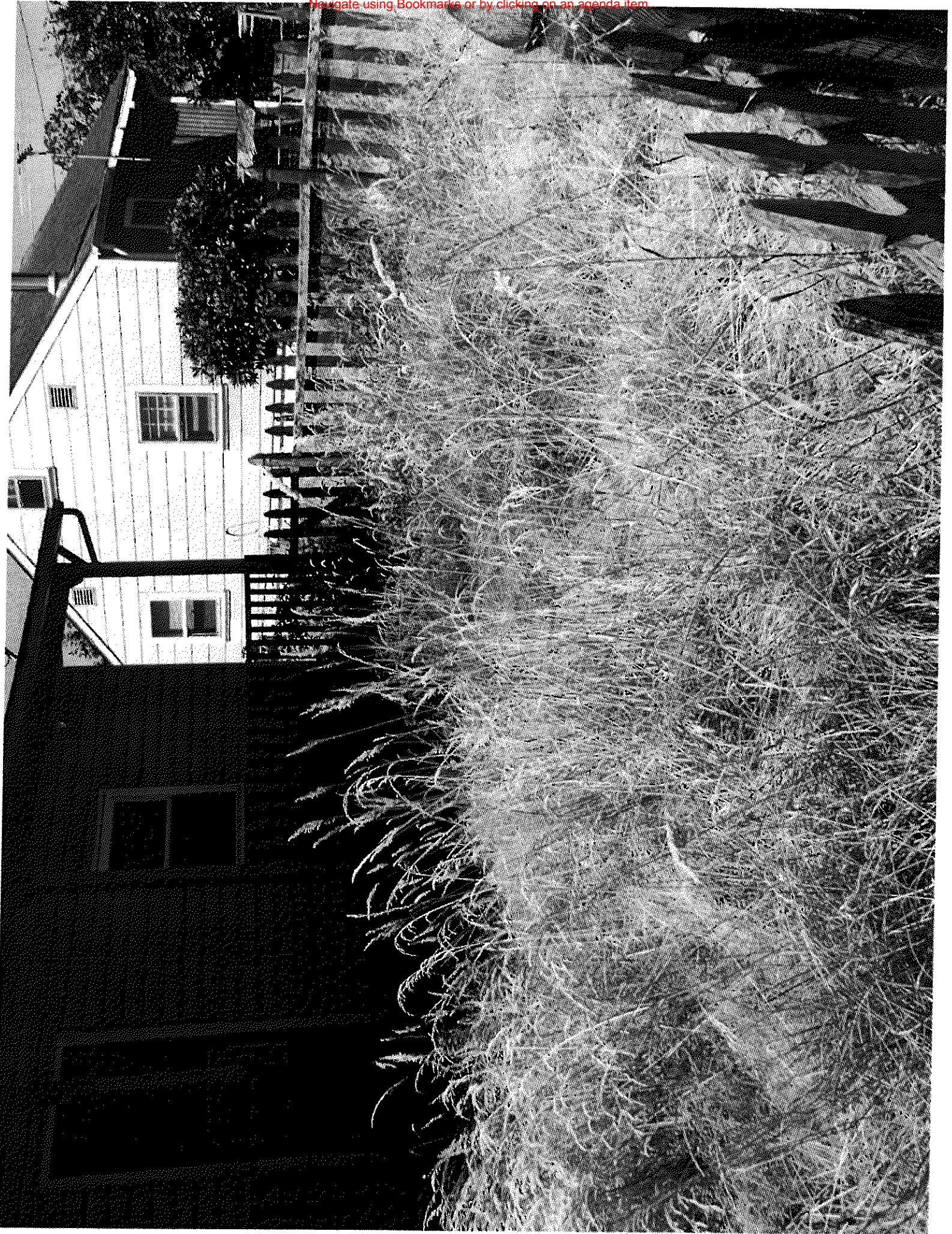
Improvement Breakdown											
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex%	MS Acct #			Trended RMV
0201	1	1925	131	One story	115	1,140					58,260
Grand Total						1,140					58,260

Vacant















# COLUMBIA County Assessor's Summary Report

## Real Property Assessment Report

FOR ASSESSMENT YEAR 2014

August 6, 2015 4:13:11 pm

Account # 12106  
Map # 4N1W05-CB-00142  
Code - Tax # 0201-12106

Tax Status ASSESSABLE  
Acct Status ACTIVE  
Subtype NORMAL

Legal Descr OAK RIDGE ESTATES PHASE II  
Lot - 57

Mailing Name HART TAMERA

Deed Reference # 2007-10190

Agent

Sales Date/Price 08-02-2007 / \$239,900.00

In Care Of

Appraiser KAY CLAY

Mailing Address 35100 ROBERTS LN  
ST HELENS, OR 97051

Prop Class 101 MA SA NH Unit  
RMV Class 101 01 00 000 39256-1

Situs Address(s)	Situs City
ID# 35100 ROBERTS LN	ST HELENS

Code Area	AV	Value Summary RMV	MAV	RMV Exception	CPR %
0201 Land		54,640		Land	0
Impr.		137,060		Impr.	0
Code Area Total	169,705	191,700	169,705		0
Grand Total	169,705	191,700	169,705		0

Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	Trended RMV
0201					OSD - SINGLE FAMILY	115					22,420
0201	1	R		SH:R-5	Residential Site	115	S	7,446.00		*	32,210
Grand Total								7,446.00			54,630

Code Area	ID#	Yr Built	Stat Class	Description	Improvement Breakdown	TD%	Total Sq. Ft.	Ex%	MS Acct #	Trended RMV
0201	1	2005	141	One story		115	1,584			137,060
Grand Total								1,584		137,060

Comments: 2014 - This is one of 44 accounts in Oakridge Estates Phase II, a Planned Unit Development. Each account has a 1/44 ownership in the 3 common areas. The RMV associated with these Common Areas is calculated to \$70 per residential site, and the MAV is \$75 per residential site. This adjustment is made as a "Other Adjustment %" on the Land Adjustment tab. ms

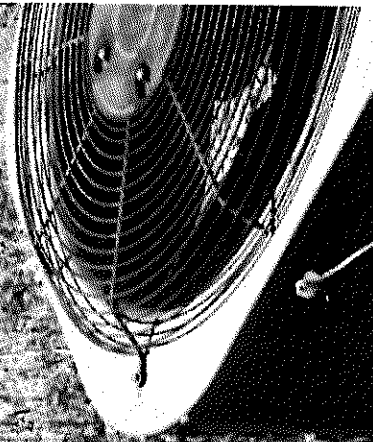
CC: Federal National Mortgage Association  
PO Box 650043  
Dallas, TX 75265

Vacant















**COLUMBIA County Assessor's Summary Report****Real Property Assessment Report**

FOR ASSESSMENT YEAR 2014

August 6, 2015 4:20:01 pm

Account # 11252  
 Map # 4N1W04-DD-01800  
 Code - Tax # 0201-11252

Tax Status ASSESSABLE  
 Acct Status ACTIVE  
 Subtype NORMAL

Legal Descr ST HELENS  
 Block - 87 Lot - "19, PT 20"

Mailing Name STUART GEORGE S & STUART GENEVIEVE J

Deed Reference # 2002-15991 (SOURCE ID: F02 15991)

Agent

Sales Date/Price 12-12-2002 / \$95,001.00

In Care Of

Appraiser SUE MARTIN

Mailing Address 7947 LAKESIDE DR  
 BROOKS, OR 97305

Prop Class 101 MA SA NH Unit  
 RMV Class 101 01 00 000 19778-1

Situs Address(s)	Situs City
ID# 575 10TH ST S	ST HELENS

Value Summary					
Code Area	AV	RMV	MAV	RMV Exception	CPR %
0201 Land		56,340		Land	0
Impr.		34,040		Impr.	0
Code Area Total	88,620	90,380	88,620		0
Grand Total	88,620	90,380	88,620		0

Land Breakdown											
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	Trended RMV
0201					OSD - SINGLE FAMILY	115					22,420
0201	1	R		SH:R-5	Residential Site	115	S	8,700.00		*	33,910
Grand Total								8,700.00			56,330

Code Area	ID#	Yr Built	Stat Class	Description	Improvement Breakdown		Total Sq. Ft.	Ex% MS Acct #	Trended RMV
					TD%				
0201	1	1938	121	One story	115		791		31,190
0201	2	2007	300	Farm Bldg	115		120		2,850
Grand Total							911		34,040

Vacant















# COLUMBIA County Assessor's Summary Report

## Real Property Assessment Report

FOR ASSESSMENT YEAR 2014

August 6, 2015 4:21:29 pm

Account # 10597  
Map # 4N1W04-CA-05500  
Code - Tax # 0201-10597  
Legal Descr MAGNUS SAXON ADDITION  
Block - 5 Lot - 7-9

Tax Status ASSESSABLE  
Acct Status ACTIVE  
Subtype NORMAL

Mailing Name WARD JOEL T & CHRISTY L  
Agent  
In Care Of  
Mailing Address 11944 SE LIEBE ST  
PORTLAND, OR 97266-3211

Deed Reference # 2006-10435 (SOURCE ID: F06 10435)  
Sales Date/Price 08-07-2006 / \$189,900.00  
Appraiser ANDI JURKIEWICZ

Prop Class 101 MA SA NH Unit  
RMV Class 101 01 00 000 3418-1

Situs Address(s)	Situs City
ID# 1 224 20TH ST S	ST HELENS

Value Summary					
Code Area	AV	RMV	MAV	RMV Exception	CPR %
0201 Land		61,770		Land	0
Impr.		95,610		Impr.	0
Code Area Total	148,020	157,380	148,020		0
Grand Total	148,020	157,380	148,020		0

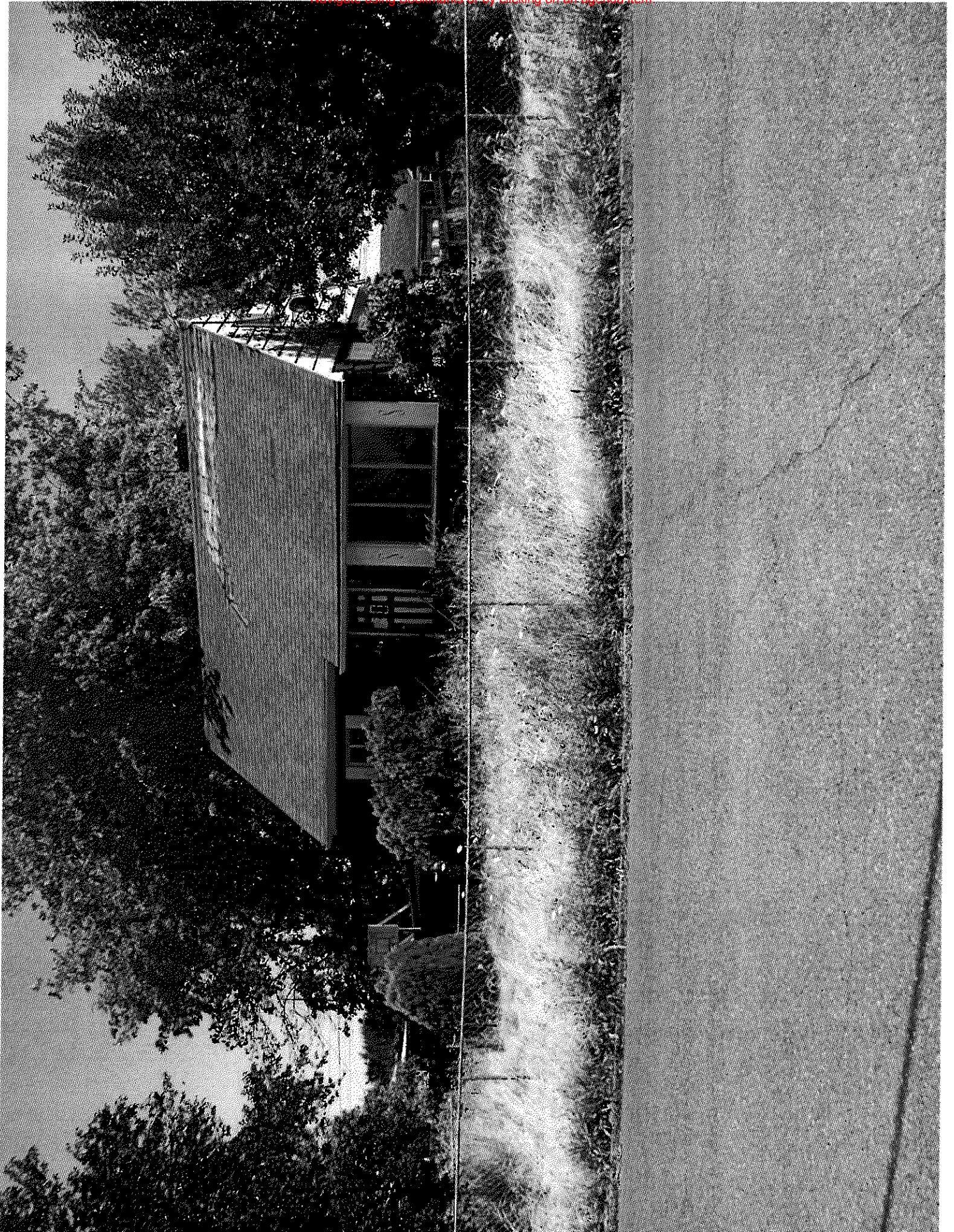
Land Breakdown											
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	Trended RMV
0201					OSD - SINGLE FAMILY	115					22,420
0201	1	R		SH:R-5	Residential Site	115	S	12,200.00		*	39,340
Grand Total								12,200.00			61,760

Improvement Breakdown											
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex%	MS Acct #			Trended RMV
0201	1	1950	134	Two story with basement	115	1,224					95,610
Grand Total						1,224					95,610

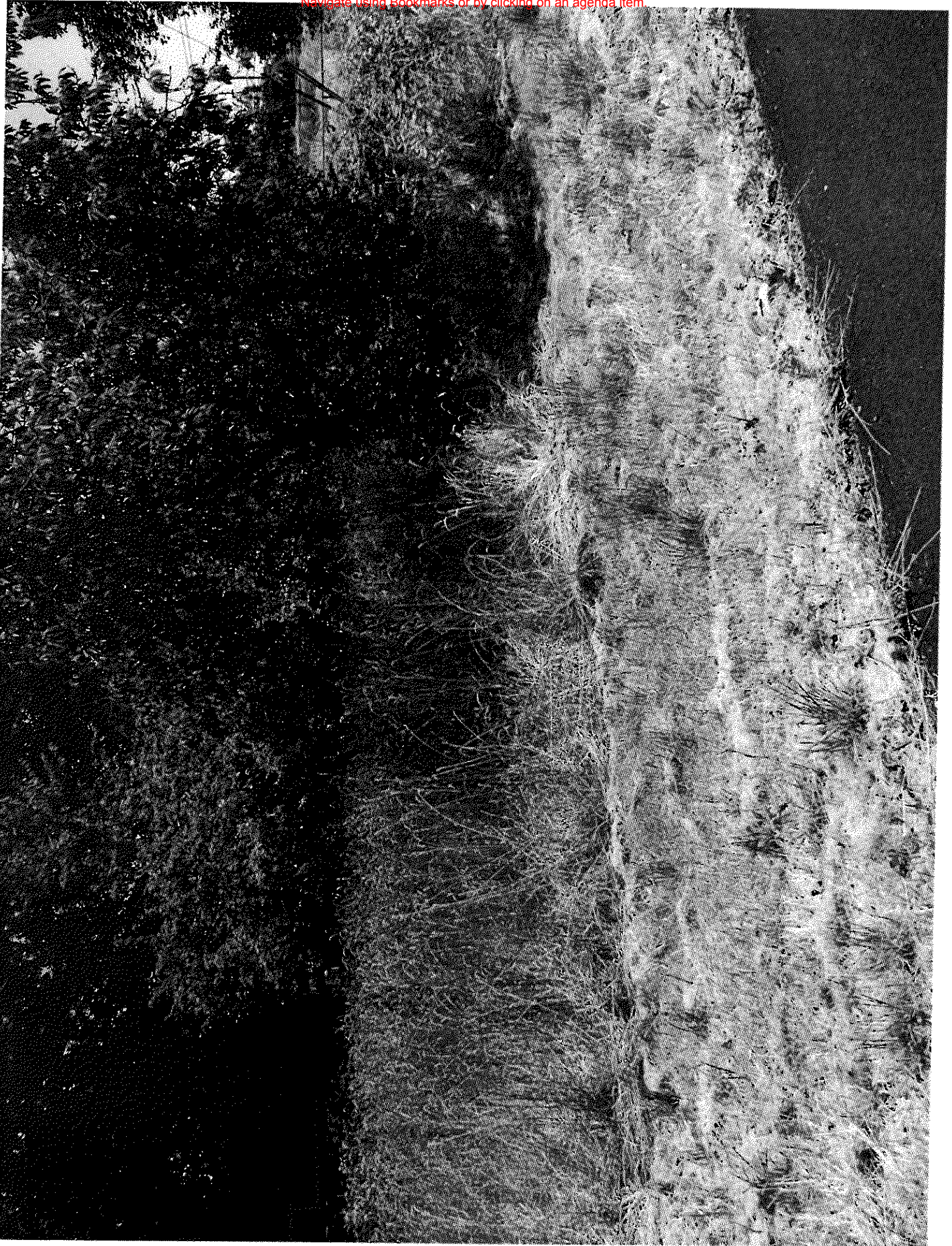
CC: Residential Credit Solutions, Inc.

Vacant

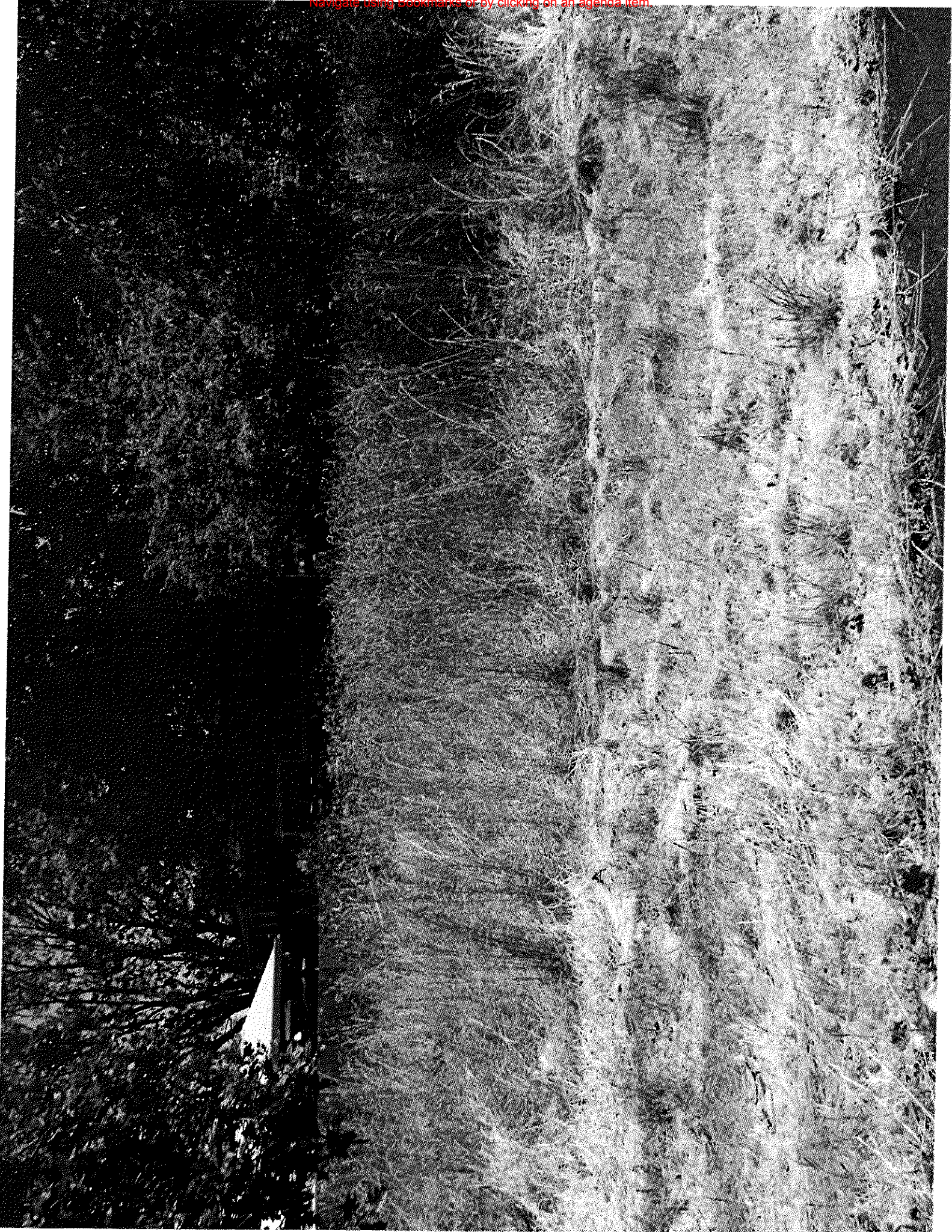














## AMENDMENT NO. 2 TO INTERGOVERNMENTAL AGREEMENT

This Amendment is made on \_\_\_\_\_, 2015, between City of St. Helens, an Oregon municipal corporation (“St. Helens”), and the **City of Carlton** (“Carlton”), an Oregon municipal corporation.

### RECITALS

**A. WHEREAS**, on or about November 6, 2013, St. Helens and Carlton entered into an agreement (“Agreement”) in which St. Helens agreed to provide personnel services (“Services”) related to communications and public information; and

**B. WHEREAS**, the amended contract expired on June 30, 2015, and City wishes and Contractor agrees to extend the contract an additional year, as per the original agreement conditions.

### AGREEMENT

**NOW, THEREFORE**, the parties mutually agree as follows:

- 1.** The term of the Agreement is extended to June 30, 2016.
- 2.** All other terms and conditions of the Agreement, as previously amended, shall remain in full force and effect other than as specifically amended herein.

**ST. HELENS:**

**CITY OF ST. HELENS**, an Oregon  
municipal corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

**CARLTON:**

**CITY OF CARLTON**, an Oregon  
municipal corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_



## EXTENSION OF MATERIALS & SERVICES CONTRACT

This Extension is made on \_\_\_\_\_, 2015, between City of St. Helens, an Oregon municipal corporation ("St. Helens"), and **Tualatin Valley Workshop Janitorial Services** ("Contractor").

### RECITALS

**A. WHEREAS**, on or about June 19, 2013, St. Helens and Contractor entered into a contract ("contract") in which Contractor agreed to provide janitorial services ("Services"); and

**B. WHEREAS**, Paragraph 4 of the contract provides that the contract terminates on June 30, 2015, and that the City reserves the right to extend the contract for a period of two (2) years in one (1) year increments; and

**C. WHEREAS**, St. Helens and Contractor mutually desire to extend the term of the agreement for an additional year.

### AGREEMENT

**NOW, THEREFORE**, the parties mutually agree as follows:

**1.** The termination date of the contract signed on or about June 19, 2013, shall be amended to reflect a **termination date of June 30, 2016**, unless earlier terminated according to the terms of the contract.

**2.** All other terms and conditions of the contract, as previously amended, shall remain in full force and effect other than as specifically amended herein.

#### ST. HELENS:

**CITY OF ST. HELENS**, an Oregon  
municipal corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

#### CONTRACTOR:

**Tualatin Valley Workshop Janitorial Services**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

**FOURTH AMENDMENT TO  
HAMER ELECTRIC, INC. PUBLIC IMPROVEMENT CONTRACT**

This agreement is entered into this \_\_\_\_ day of August, 2015, by and between the City, (hereinafter "City"), and Hamer Electric, Inc., (hereinafter "Contractor").

**RECITALS**

- A. City and Contractor entered into a Public Improvement Contract on July 31, 2014 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 provide equipment and services to install new electrical and water services at the Courthouse Transient Dock facility.
- C. Continuing issues with manufacturer-provided equipment and programing have unavoidably caused the project schedule to extend past the projected timeline of the original contract. Contractor has been working diligently to resolve issues however, manufacturers' representatives have not provided timely assistance.

**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. The contract completion date shall be extended to December 31, 2015.
- 3. All other terms of the original contract not specifically amended by this agreement remain in full force and effect.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2015.

**Contractor**


**City**

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Randy Peterson, Mayor  
Date: \_\_\_\_\_

Attest:  
By: \_\_\_\_\_  
Kathy Payne, City Recorder

## COUNCIL ACTION SHEET

<b>To:</b>	The Mayor and Members of City Council	
<b>From:</b>	Sue Nelson, Public Works Engineering Director Neal Sheppard, Public Works Operations Director	
<b>Date:</b>	12 August 2015	
<b>Subject:</b>	Authorize Pump Equipment Purchase for Lift Station No. 7 Upgrade, S-636	

### Background:

Sanitary Lift Station No. 7 was constructed approximately 30 years ago to serve the southeast portion of the City and areas within the Urban Growth Boundary as properties developed and annex in to the City. The Station services McNulty Industrial Park and surrounding area which includes many businesses such as Letica, Pacific Stainless, WalMart, and the Multnomah Industrial site. Over the past few years, the vacuum prime pumps have begun to fail and have become increasingly problematic, creating multiple call-outs and increased overtime for the WWTP staff. The vacuum prime system is expensive to maintain and is no longer standard technology. It is desired to replace the pumps with more standard submersible pumps.

In May 2015, the city contracted with Firwood Design Group to prepare a design and technical specifications to meet DEQ standards. The pump requirements were calculated and a Request for Quotes was issued on July 15, 2015 with a submittal deadline of July 29, 2015. Three quotes were received:

FIRM	LOCATION	QUOTE
Correct Equipment, Inc.	Redmond, Washington	\$15,945
Pump Tech	Canby, Oregon	\$27,908
Xylem Water Solutions USA	Portland, Oregon	\$31,009

### Recommendation:

Authorize the Mayor to execute a Materials and Services Contract with Correct Equipment, Inc. for purchase of pumps and equipment for the Sanitary Lift Station No. 7 Upgrade project, S-636.

### Attachment:

Letter of recommendation from Firwood Design Group



Firwood Design Group, LLC

SURVEYING ♦ ENGINEERING ♦ PLANNING

August 5, 2015

City of St. Helens  
Attn: Sue Nelson

RE: Recommendation of Award: Lift Station No. 7 Upgrade-Pump Pre-purchase.

Dear Sue,

The City received three quotes for the pre-purchasing of the pumps. The bid results are summarized below.


Supplier	Pump Tech	Correct Equipment	Xylem/Flygt
Brand of Pump	Grundfos	Wilo	Flygt
Base quote	\$ 27,908	\$ 15,945	\$ 31,009
Primary Efficiency	43%	65%	52%
Secondary Efficiency	32%	57%	41%
Warranty	5 year prorated Preventive Plan \$660/yr	1 year parts and Labor 5 year parts	5 year prorated non-clog guarantee

I have reviewed the quote packets. It is my recommendation that the City proceed with contracting with the Wilo brand pumps as supplied by Correct Equipment. This is based on the lowest price, best power efficiency, quality of pumps, comparable warranty, and previous favorable experience with the supplier.

Best Regards,

Erik Hoovestol, P.E.  
Project Engineer

## COUNCIL ACTION SHEET

<b>To:</b>	The Mayor and Members of City Council	
<b>From:</b>	Sue Nelson, Public Works Engineering Director Neal Sheppard, Public Works Operations Director	
<b>Date:</b>	12 August 2015	
<b>Subject:</b>	Authorize Bridge Purchase for McCormick Park Pedestrian Bridge Project, M-451	

### Background:

McCormick Park is the City's most popular and developed park and includes many amenities including lighted softball fields, a skateboard park, a BMX track, a 1.5-mile long fitness trail, playground equipment, tent campground, and many more. Milton Creek runs through the center of the park with the majority of the developed area on the north side of the creek. The area on the south side of the creek contains a disc golf course and a series of nature trails. Currently, the only way to access the disc golf course and nature trails from the park parking lot is to walk outside of the park grounds and cross the creek on a pedestrian bridge adjacent to Old Portland Road and then re-enter the park.

In October 2014, the City was awarded an Oregon Parks & Recreation Department Local Governments Grant to install a pedestrian bridge in the Park over Milton Creek. The new bridge will be placed close to the parking lot for easy pedestrian access to the trails and disc golf course.

In May 2015 a Request for Proposals was issued for contractors to provide a proposal and quote for providing an 8-foot wide pre-fabricated pedestrian bridge and installation services. Two proposals were received by the deadline on June 10. Unfortunately, both proposals exceeded the grant total and had to be rejected. The scope of the project was slightly revised to include only structures that were lighter in overall weight so that they could be put in place with standard equipment. This would accomplish two major differences – lower the cost of the bridge and abutment structures and also allow the City to provide the needed matching funds by installing the bridge. The majority of this work would be in-kind materials and services using staff and fleet equipment.

Two additional proposals were received. After evaluation by staff, one option was selected – Bridge Brothers weathered steel with pressure treated pine decking and a weight limit of 7,500 pounds. The selection was based on price, aesthetics, allowable loading, maintenance, and inclusion of the abutment design. A summary of all the proposals is attached.

The grant total is \$71,800 including \$43,300 maximum of reimbursable costs and \$28,500 of local matching funds to be provided with cash and/or in-kind contributions.

### Recommendation:

Authorize the Mayor to execute a Materials and Services Contract with Bridge Brothers for purchase of a 55-ft pedestrian bridge for the McCormick Park Pedestrian Bridge Project M-451.

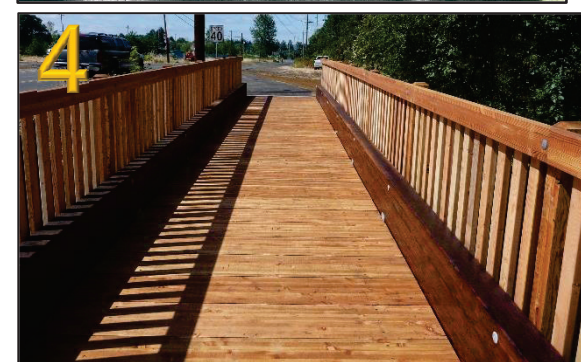
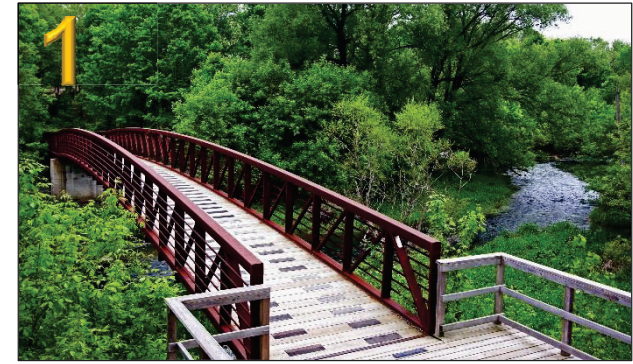
### Attachment:

Summary comparison of proposals.




## MCCORMICK PARK PEDESTRIAN BRIDGE OPTIONS

#	Contractor	Product/Services	Stats	Cost
1	Bridge Brothers, Inc.	<ul style="list-style-type: none"> <li>– Pratt Truss <b>Weathered Steel</b> Pedestrian Bridge</li> <li>– Engineered Abutment Design</li> <li>– Engineered Bridge Calculations Package</li> <li>– 42" Horizontal Railing with Toe Plate</li> <li>– Pressure Treated Pine Decking (Douglas Fir)</li> </ul>	<ul style="list-style-type: none"> <li>– 8'x 55'</li> <li>– 7,500 lb. loading</li> <li>– 90 PSF Live Load</li> </ul>	\$40,380
2	Topper Industries, Inc	<ul style="list-style-type: none"> <li>– Topper Truss <b>Aluminum</b> Pedestrian Bridge</li> <li>– Engineered Bridge Calculations Package</li> <li>– 4" toe and mid rails on both sides</li> <li>– ChoiceDek Composite Decking</li> <li>– <b>Does not include abutment design</b></li> </ul>	<ul style="list-style-type: none"> <li>– 8'x 60'</li> <li>– 100 PSF Live load</li> </ul>	\$40,177
3	S-2 Contractors, Inc.	<ul style="list-style-type: none"> <li>– Refurbished <b>Rail Car Pedestrian</b> Bridge</li> <li>– Engineered Abutment Design &amp; installation</li> <li>– Engineered Bridge Design &amp; installation</li> <li>– Use crane to lift and connect bridge to abutments</li> <li>– Galvanized handrails and decking pictured</li> </ul>	<ul style="list-style-type: none"> <li>– 10.5' x 55'</li> <li>– 80,000 lbs weight limit</li> </ul>	\$72,904
4	Jeff Carter Construction, Inc.	<ul style="list-style-type: none"> <li>– Western <b>Wood Products</b> Pedestrian Bridge (same as Old Portland Road)</li> <li>– Engineered Abutment Design &amp; installation</li> <li>– Engineered Bridge Design &amp; installation</li> <li>– 42" railing to match existing bridge rails on OPR</li> <li>– Composite Decking</li> </ul>	<ul style="list-style-type: none"> <li>– 60'x 8'</li> <li>– 90 PSF Live load</li> </ul>	\$74,050



## COUNCIL ACTION SHEET

<b>To:</b>	Mayor and City Council	
<b>From:</b>	John Walsh, City Administrator	
<b>Date:</b>	August 5, 2015	
<b>Subject:</b>	LED Street Lighting conversion project Technical energy audit - Ameresco	

### **Background:**

The City recently completed an RFQ to solicit proposals from qualified energy services companies to evaluate and manage the conversion of existing street lights to LED technology. We received three proposals two of which met all qualifications. The Evaluation committee consisting of Neal Sheppard, Sue Nelson and myself reviewed and scored the proposals to find Ameresco to be the most qualified firm based on the established evaluation criteria.

On August 8, staff met with Ameresco representatives to discuss the project details and steps towards completion. The next step will be to for the Council to recognize Ameresco as the City's selected energy services firm and authorize the technical energy audit. The attached proposal outlines the scope of work for these audit services which include creating an inventory of existing lighting facilities, analyze lighting needs and evaluate costs and energy savings. Upon conclusion of the audit the City will have the opportunity to review the findings and make decision regarding the lighting conversion project.

### **Recommendation:**

Recognize Ameresco as the City's selected Energy Services Company and authorize the attached technical energy audit proposal related to converting the City of St. Helens street lights to LED technology.

### **Attachment:**

Amereso Technical Energy Audit Proposal



5200 SW Macadam Avenue, Suite 500  
Portland, OR 97239  
P: 503.290.1290  
F: 503.222.2852  
ameresco.com

August 5, 2015

John Walsh  
City Administrator  
City of St. Helens  
265 Strand Street  
St. Helens, Oregon 97051

SUBJECT: Technical Energy Audit (TEA) and Project Development Plan (PDP) Fee Proposal for City of St. Helens

Dear Mr. Walsh:

Ameresco is pleased to submit this proposal for the audit phase of City of St. Helens Energy Efficiency Upgrades. Ameresco will provide engineering services for the City of St. Helens Energy Efficiency Upgrades in accordance with the following:

**Engineering Services**

A. Audit Phase Services will include:

Ameresco may undertake a Technical Energy Audit and Project Development Plan for the street lights in the City of St. Helens. The Energy Audit will pursue the cost effective Energy Conservation Measures (ECM's) identified in our preliminary assessment of the street lights. Upon completion of the Project Development Plan, Ameresco will present City of St. Helens with an Energy Services Proposal. The Energy Services Proposal will set forth at least the following:

1. A description of the Facility and a description of those buildings and systems which will receive ESCO Equipment and ESCO Services;
2. The Cost Effective ECM's to be installed or caused to be installed by the ESCO and a description of the ECM's analyzed but disqualified under the cost effectiveness criteria;
3. The services that the ESCO will perform on or in the Facility, including but not limited to engineering, construction management, the operations and maintenance procedures for use on ESCO Equipment, training for Facility personnel, providing warranty service, and equipment maintenance;
4. The Maximum Allowable Project Cost, itemized in detail;



5. Recommendations for replacement of Existing Equipment, along with recommendations for improvements to Existing Equipment and Operating Conditions;
6. The standards of lighting performance appropriate for the lighting systems;;
7. The Baseline Energy Consumption, including the data, methodology and variables used to compute the Baseline, and the Baseline calendar period which will not be less than (12) months;
8. The estimated Energy Savings and Energy Cost Savings that are expected to result from the installation of the ESCO Equipment and from the ESCO Service, and an explanation of the method used to make the estimate;
9. The method by which Energy Savings and Energy Cost Savings will be calculated during the term of the Energy Services Agreement;
10. A description of how the equipment will be financed or funded;
11. A description of how the Energy Cost Savings will be guaranteed by the ESCO;
12. A description of how the ESCO proposes to be compensated;
13. The term of the Energy Services Agreement;
14. The Termination Value for each year during the term of the Energy Services Agreement;
15. The schedule for project completion;
16. The nature and extent of work and equipment that the ESCO anticipates it will receive from other firms under sub-contract;

Conservation measures will include items that save energy, water or other resources (including various cost savings measures). The Energy Audit will provide detailed documentation of fieldwork for the audit, calculation input and output in support of the recommendations made in the Energy Services Proposal, economic and engineering assumptions, sketches, floor plans and any other information developed in the course of the Audit. It is understood that the cost effectiveness criteria for this project includes measures that pay for themselves through the use of utility cost savings, utility incentives, and owner's capital, using a fifteen year loan.

#### Cost Effectiveness Criteria

It is understood that the cost effectiveness criteria for this project include measures that pay for themselves through utility cost savings and utility incentives, using a fifteen year loan.

- If Ameresco is NOT able to develop a project that meets the above cost effectiveness criteria, the associated audit fee will be waived.
- If Ameresco develops a project that meets the cost effectiveness criteria, the client is responsible for the full amount of the audit; the audit fee can either be rolled into the construction contract or be paid in full by the client.

#### Fee for Engineering Services:

Energy Audit:           \$6,900.00

It is understood by Ameresco that payment and terms are contingent upon the requirements set forth in the Energy Services Proposal.

It is understood by Ameresco that payment and terms are contingent upon the requirements set forth in the Energy Services Proposal.

**Schedule for Engineering Services:**

The Energy Audit will be completed on, or before November 15, 2015.

We, at Ameresco, Inc., appreciate the opportunity to provide these services to the City of St. Helens

Sincerely,  
Ameresco, Inc.

  
Joe O'Donnell  
Business Development

Accepted this \_\_\_\_ day of \_\_\_\_\_ 2015 by

Signature:

John Walsh  
City Administrator  
City of St. Helens

CC: Jon Ellis, City of St. Helens  
Sue Nelson, City of St. Helens  
Neal Sheppeard, City of St. Helens  
Brian DuPont, Ameresco, Inc.  
Trey Scavone, Ameresco, Inc.

Street Lights to be audited:

Qty	Type	Wattage
17	HPS	70
422	HPS	100
153	HPS	150
267	HPS	200
18	HPS	250
23	HPS	400
13	MV	175

## **CONTRACT PAYMENTS**

City Council Meeting  
August 12, 2015

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### **Advanced American Construction, Inc.**

Project: M-450 Sand Island Dock Repairs (Inv#7095)	\$	8,414.23
Project: M-450 Sand Island Dock Repairs (Inv#7096)	\$	<u>6,563.54</u>
<b>Total</b>	<b>\$</b>	<b>14,977.77</b>

### **Firwood Design Group, LLC**

Project: S-636 Lift Station No. 7 (Inv#10866)	\$	<b>8,148.75</b> (FY14-15)
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### **HDR Engineering, Inc.**

Project: W-429 Telemetry Upgrade (Inv#00450033-H)	\$	<b>3,513.77</b> (FY14-15)
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### **James W. Fowler Co.**

Project: SD-146 Godfrey Park Storm Project (PE#4)	\$	<b>359,100.00</b>
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### **Murray, Smith & Associates, Inc.**

Project: SD-146 Godfrey Park Storm Project (Inv#09-1078-65)	\$	<b>4,193.46</b> (FY14-15)
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### **TFT Construction, Inc.**

Project: R-623 Eisenschmidt Lane Sidewalk (Inv#2254246)	\$	26,125.00
Project: R-622 St. Helens St. Overlay (Inv#2254244)	\$	<u>177,688.96</u>
<b>Total</b>	<b>\$</b>	<b>203,813.96</b>



**Firwood Design Group, LLC**  
SURVEYING • ENGINEERING • PLANNING

# INVOICE

Invoice # **10866**

To: City of St. Helens  
Attn: City Administrator  
PO Box 278  
St. Helens, OR 97051

**RECEIVED**

July 14, 2015

JUL 23 2015

CITY OF ST. HELENS

Project: E15-009

Engineering Services

For engineering services related to requested improvements on wastewater pump station, Lift Station No. 7. Services are for the period between June 1, 2015 and June 30, 2015. This is a progress billing.

## Engineering Services:

Senior Project Engineer, 62 hrs. @ \$110.00/hr.	=	\$ 6,820.00
Senior CAD Designer, 12 hrs. @ \$85.00/hr.	=	\$ 1,020.00
CAD Drafter, 4.75 hrs. @ \$65.00/hr.	=	\$ 308.75

## Total Amount Due

*Lift Station #7 Upgrade S-636*

**\$ 8,148.75**

*F/y  
14-15*

*Payment is appreciated upon receipt of this invoice.*

*For your convenience, we accept payment by Visa/MasterCard/American Express.*

*010-303-653306*

## APPROVED FOR PAYMENT

INIT	DATE
<i>[Signature]</i>	<i>8.5.15</i>
ACCOUNTS PAYABLE	
FINANCE	<i>8-5-15</i>
SUPERVISOR	



# Invoice

**HDR Engineering, Inc.**  
Portland, OR 97204  
Phone: (503)423-3700

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

Reference Invoice Number with Payment

HDR Invoice No. 00450033-H  
Invoice Date July 7, 2015  
Invoice Amount Due \$3,513.77  
Payment Terms Net 30

Remit to P.O. Box 3480  
Wire transfer to Omaha, NE 68103-0480  
US Bank  
ABA #104000029  
Account #148704272449

*Telemetry Upgrade W-429*

Professional Services  
From: May 31, 2015 To: June 27, 2015

Professional Services Summarization	Hours	Amount
Direct Labor	29.00	3,406.47
	29.00	<b>Total Professional Services</b>
		<b>\$3,406.47</b>

Expenses Summarization	Quantity	Amount
Technology Charge	29.00	107.30
		<b>Total Expenses</b>
		<b>\$107.30</b>

*F/y 14-15*

Amount Due this Invoice **\$3,513.77**

*010-302-653200*

Fee Amount	\$76,590.00
Fee Invoiced to Date	\$73,116.13
Fee Remaining	\$3,473.87

HDR Internal Reference Only	
Client Number	200053
Business Unit	00102
Contract Number	CON0083154
Project Number	000000000215938

**APPROVED FOR PAYMENT**

INIT                      DATE                       
ACCOUNTS PAYABLE  
FINANCE 8.5.15  
SUPERVISOR 8.5.15





# Invoice

HDR Invoice No.  
Invoice Date

00450033-H  
July 7, 2015

Professional Services and Expense Detail

Project ID 000000000215938  
St. Helens:Telemetry Upgrade2

Activity 001  
Project Administration

Professional Services		Hours	Billing Rate	Amount
Direct Labor	Bradshay,Melissa A	1.00	99.20	99.20
	Johnston,Bruce M	0.50	196.85	98.43
		1.50	Total Professional Services	\$197.63

Expenses		Quantity	Billing Rate	Amount
	Technology Charge	1.50	3.70	5.55
			Total Expenses	\$5.55
			Total Activity	\$203.18



# Invoice

HDR Invoice No.  
Invoice Date

00450033-H  
July 7, 2015

Professional Services and Expense Detail				
Project ID 000000000215938		Activity 004		
St. Helens:Telemetry Upgrade2		Services During Construction		
Professional Services		Hours	Billing Rate	Amount
Direct Labor	Davis,Greg R	23.50	103.04	2,421.44
	Johnston,Bruce M	4.00	196.85	787.40
		27.50	Total Professional Services	\$3,208.84
Expenses		Quantity	Billing Rate	Amount
	Technology Charge	27.50	3.70	101.75
			Total Expenses	\$101.75
			Total Activity	\$3,310.59

James W. Fowler Co.  
12775 Westview Drive  
Dallas, OR 97338

Godfrey Park Storm Sewer Replacement Project

Date 8/4/2015  
Pay Estimate 4

SD-146

Invoice: July 1 to August 4, 2015 Pay Estimate #4 to City of St. Helens

Bid Item No.	Description	Bid		Contract		Current Billing		Previous Billing		Total To Date		% Complete
		Quantity	UM	Unit Price	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
1	Mobilization, Bonds, Insurance and Demobilization	1.00	LS	\$170,000.00	\$170,000.00							
	Initial Mobilization	1.00	LS	\$90,950.00	\$ 90,950.00	0%	\$ -	100%	\$ 90,950.00	100%	\$ 90,950.00	100%
	Bonds	1.00	LS	\$4,250.00	\$ 4,250.00	0%	\$ -	100%	\$ 4,250.00	100%	\$ 4,250.00	100%
	Insurance	1.00	LS	\$4,250.00	\$ 4,250.00	0%	\$ -	100%	\$ 4,250.00	100%	\$ 4,250.00	100%
2	Demobilization	1.00	LS	\$70,550.00	\$ 70,550.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Traffic Control	1.00	LS	\$5,500.00	\$ 5,500.00							
	Materials	1.00	LS	\$5,000.00	\$ 5,000.00	0%	\$ -	100%	\$ 5,000.00	100%	\$ 5,000.00	100%
	Installation	1.00	LS	\$500.00	\$ 500.00	0%	\$ -	15%	\$ 75.00	15%	\$ 75.00	15%
3	Erosion Control	1.00	LS	\$3,000.00	\$ 3,000.00							
	Engineering / Submittals	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	100%	\$ 1,000.00	100%	\$ 1,000.00	100%
	Materials	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	100%	\$ 1,000.00	100%	\$ 1,000.00	100%
	Installation	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	15%	\$ 150.00	15%	\$ 150.00	15%
4	Pollution Control Plan	1.00	LS	\$3,000.00	\$ 3,000.00							
	Engineering / Submittals	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	100%	\$ 3,000.00	100%	\$ 3,000.00	100%
	Clearing	1.00	LS	\$25,000.00	\$ 25,000.00							
	Clear West of 2nd	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	100%	\$ 15,000.00	100%	\$ 15,000.00	100%
5	Clear East of 2nd	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	100%	\$ 10,000.00	100%
	Tree Removal	8.00	EA	\$1,100.00	\$ 9,900.00	0.00	\$ -	15.00	\$ 16,500.00	15.00	\$ 16,500.00	167%
	Rock Excavation	50.00	CY	\$100.00	\$ 5,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Outlet Protection	1.00	EA	\$25,000.00	\$ 25,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
6	Riprap Basins	2.00	EA	\$3,200.00	\$ 6,400.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Gabion Check Dams	240.00	LF	\$137.00	\$ 32,880.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Trench Foundation Stabilization	5.00	CY	\$95.00	\$ 475.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Trenchless Pipe Installation, 66 Inch Pipe Ramming	400.00	LF	\$3,150.00	\$ 1,260,000.00	120.00	\$ 378,000.00	40.00	\$ 126,000.00	160.00	\$ 504,000.00	40%
7	Open Trench Pipe Installation, 66 Inch	237.00	LF	\$500.00	\$ 118,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Open Trench Pipe Installation, 24 Inch	50.00	LF	\$75.00	\$ 3,750.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Open Trench Pipe Installation, 12 Inch	125.00	LF	\$75.00	\$ 9,375.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Open Trench Pipe Installation, 6 Inch	44.00	LF	\$40.00	\$ 1,760.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
8	Water Pipe Deflection	73.00	LF	\$100.00	\$ 7,300.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	New Catch Basin	1.00	EA	\$1,700.00	\$ 1,700.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Concrete Manholes, 96 Inch											
	a. 8.1 - 12 Feet Depth	2.00	EA	\$15,000.00	\$ 30,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
9	Connection to Existing Structures	2.00	EA	\$550.00	\$ 1,100.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Filling Abandoned Structures	2.00	EA	\$900.00	\$ 1,800.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Existing Pipe Abandonment	1.00	LS	\$50,000.00	\$ 50,000.00							
	Materials	1.00	LS	\$25,000.00	\$ 25,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
10	Install Bulkheads	1.00	LS	\$12,500.00	\$ 12,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Remove Ravine Pipe	1.00	LS	\$12,500.00	\$ 12,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Outfall Structure, Columbia River	1.00	LS	\$60,000.00	\$ 60,000.00							
	Excavation	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
11	Rock	1.00	LS	\$5,000.00	\$ 5,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Rebar	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Concrete	1.00	LS	\$27,000.00	\$ 27,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Misc Steel	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
12	Inlet Structure, Godfrey Park Ravine	1.00	LS	\$35,000.00	\$ 35,000.00							
	Excavation	1.00	LS	\$10,500.00	\$ 10,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Rock	1.00	LS	\$6,000.00	\$ 6,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Rebar	1.00	LS	\$8,000.00	\$ 8,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
13	Concrete	1.00	LS	\$8,000.00	\$ 8,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Misc Steel	1.00	LS	\$2,500.00	\$ 2,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Removal and Replace Concrete Curb and Gutter	35.00	LF	\$60.00	\$ 2,100.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Asphalt Berm	15.00	LF	\$22.00	\$ 330.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
14	Removal and Disposal of Contaminated Soils	10.00	CY	\$150.00	\$ 1,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Native Seeding	0.50	AC	\$15,000.00	\$ 7,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Native Shrub Planting, #1 Container	349.00	EA	\$14.00	\$ 4,886.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Native Shrub Planting, #5 Container	29.00	EA	\$80.00	\$ 2,320.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
15	Habitat Mitigation - Plant Establishment	1.00	LS	\$21,000.00	\$ 21,000.00							
	Materials	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Installation	1.00	LS	\$6,000.00	\$ 6,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Erosion Control Matting	3419.00	SY	\$5.00	\$ 17,095.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
16	Construction Staking and As-Built	1.00	LS	\$14,000.00	\$ 14,000.00							
	Construction Staking	1.00	LS	\$13,000.00	\$ 13,000.00	0%	\$ -	80%	\$ 10,400.00	80%	\$ 10,400.00	80%
	As-Built	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Ravine Access	1.00	LS	\$40,000.00	\$ 40,000.00							
17	Materials	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	100%	\$ 10,000.00	100%
	Installation	1.00	LS	\$30,000.00	\$ 30,000.00	0%	\$ -	100%	\$ 30,000.00	100%	\$ 30,000.00	100%
	Standpipe Decommissioning	1.00	LS	\$1,100.00	\$ 1,100.00							
	Standpipe Decommissioning	1.00	LS	\$1,100.00	\$ 1,100.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
18	Post Construction CCTV	856.00	LF	\$2.50	\$ 2,140.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
	Private Property Condition Documentation & Owner Approval	3.00	EA	\$3,000.00	\$ 9,000.00	0.00	\$ -	3.00	\$ 9,000.00	3.00	\$ 9,000.00	100%

Contract Totals:	\$1,989,411.00	\$ 378,000.00	\$ 336,575.00	\$ 714,575.00	35.92%
Retainage (5%):		\$ 18,900.00	\$ 16,828.75	\$ 35,728.75	
Amount Due:		\$ 359,100.00	\$ 319,746.25	\$ 678,846.25	

APPROVED FOR PAYMENT

INIT \_\_\_\_\_ DATE \_\_\_\_\_  
ACCOUNTS PAYABLE  
FINANCE  
SUPERVISOR  
8-5-15

\$359,100.00

010-304-653409

F/y 15-16





August 4, 2015

Sue Nelson, PE  
Engineering Supervisor  
City of St. Helens  
265 Strand Street  
St. Helens, OR 97051

e-mail: Suen@ci.st-helens.or.us  
Phone: 503.397.6272

**Subject: Progress Payment Request #4 for July 2015**

Dear Sue,

Please see the attached progress payment request for the month of July. During this month the following items were complete.

Partial Bid Item 12: Trenchless Pipe Installation, 66 Inch Pipe Ramming

The Progress Payment Invoice totals \$378,000.00, less 5% retainage of \$18,900.00, for an amount due of \$359,100.00.

Attached is a calculation sheet with the all of the bid items and details. Please feel free to contact me at (503) 623-5373 with any questions.

Regards,

Scott Thibert

Project Manager

James W. Fowler Co.

RECEIVED

JUL 15 2015

CITY OF ST. HELENS

MSA

Murray, Smith & Associates, Inc.  
Engineers/Planners

121 S.W. Salmon, Suite 900 ■ Portland, Oregon 97204-2919 ■ PHONE 503.225.9010 ■ FAX 503.225.9022

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

July 14, 2015  
Invoice No: 09-1078 - 65

Project 09-1078 Sanitary Sewer Rehabilitation Program

For professional engineering services performed through June 30, 2015

Task 310 PM - Godfrey Park

**Labor**

	Hours	Rate	Amount	
Professional Engineer V	.50	138.00	69.00	
Total	.50		69.00	
<b>Labor Subtotal</b>				<b>69.00</b>
			<b>Task Total</b>	<b>\$69.00</b>

Task 370 Engineering Support Services during Construction - Godfrey Park

**Labor**

	Hours	Rate	Amount	
Professional Engineer V	19.50	138.00	2,691.00	
Total	19.50		2,691.00	
<b>Labor Subtotal</b>				<b>2,691.00</b>

**Consultant**

Staheli Trenchless Consultants	1,397.81		
<b>Consultant Subtotal</b>	<b>1,397.81</b>		<b>1,397.81</b>

**In-House Reimbursable**

Mileage	35.65		
<b>In-House Reimbursable Subtotal</b>	<b>35.65</b>		<b>35.65</b>

**Task Total \$4,124.46**

**Invoice Total \$4,193.46**

Godfrey Park Storm SD-146

APPROVED FOR PAYMENT

INIT

DATE

ACCOUNTS PAYABLE

FINANCE

SUPERVISOR

8-5-15  
8-5-15

010-304-653409

F/y 14-15



**TFTConstruction, Inc**  
**53990 West LaneRoad**  
**Scappoose, Oregon 97056**  
**Office (503)543-7979**  
**Fax (503)543-7299**  
**CCB#104648**

F/4 15-16

**CUSTOMER #:** CSH  
**INVOICE #:** 2254246  
**INVOICE DATE:** 07/31/15  
**DUE DATE:** 08/30/15

**BILL TO:**

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

**JOB:** 15039  
**Eisenschmidt Lane Sidewalk**  
**Construction & Overlay**  
**St. Helens, OR 97051**

R-623

DESCRIPTION	QUANTITY	PRICE	AMOUNT
Mobilization	1.00LS	2800.000 / LS	2,800.00
Traffic Control	1.00LS	500.000 / LS	500.00
Demo Sidewalk, Curb, & Asphalt	1.00LS	2900.000 / LS	2,900.00
4" Thick Sidewalk & Curb	1800.00SF	8.500 / SF	15,300.00
ADA Ramps	4.00EA	1500.000 / EA	6,000.00
<b>SUBTOTAL:</b>			27,500.00

**LESS RETENTION:** -1,375.00  
**NET DUE:** 26,125.00

**Thank you for your business!**

010-301-653108

**APPROVED FOR PAYMENT**

INIT

DATE

ACCOUNTS PAYABLE

FINANCE

SUPERVISOR

8-5-15

8-5-15

**CITY OF ST. HELENS, OREGON**  
**COST SUMMARY FOR PAY REQUEST NO. 1**



**CONTRACTOR:**

TFT Construction, Inc  
53990 West Lane Rd  
Scappoose, Oregon 97056

**PROJECT:**

Eisenschmidt Lane Sidewalk Construction  
and Overlay Project

**DATE:** Aug 4, 2015

**FILE #:** R-623

Item No.	Description	Bid Quantity	Unit Measure	Unit Price	Quantity Performed	Amount Performed	Quantity to Complete	Performed Since Last Estimate Quantity	Amount
1	Mobilization	1	LS	\$2,800.00	1	\$2,800.00	0		\$2,800.00
2	Traffic Control	1	LS	\$ 500.00	1	\$ 500.00	0		\$ 500.00
3	Demolition of Existing sidewalk, curb and Asphalt	1	LS	\$ 2,900.00	1	\$ 2,900.00	0		\$ 2,900.00
4	4-Inch Thick PCC sidewalk and Monolithic Curb	1800	SF	\$ 8.50	1800	\$ 15,300.00	0		\$ 15,300.00
5	4-Inch Thick PCC Sidewalk	375	SF	\$ 4.50	0	\$ -	0		\$ -
6	6-Inch Thick Driveway Approach and Curb Combination	175	SF	\$ 8.50	0	\$ -	0		\$ -
7	ADA Ramps	4	EA	\$ 1,500.00	4	\$ 6,000.00	0		\$ 6,000.00
8	Non-Woven Geosynthetic Fabric	1250	SY	\$ 2.25	0	\$ -	1250		
9	Class "C" HMAC	140	TON	\$ 85.00	0	\$ -	140		
10	Thermoplastic Pavement Legend								
	Type B Cross Walk	3	EA	\$ 965.00	0	\$ -	3		
11	4-IN								
	nch Wide Yellow Striping	560	LF	\$ 0.75	0	\$ -	560		
12	4-Inch Wide White Fog Line Striping	280	LF	\$ 0.75	0	\$ -	280		
<b>TOTALS:</b>						\$27,500.00			\$27,500.00

GROSS AMOUNT DUE	\$27,500.00
LESS RETAINAGE (5%)	\$1,375.00
NET AMOUNT BILLED	\$26,125.00
LESS PREVIOUS PAYMENTS	\$0.00
<b>DUE THIS PAY REQUEST</b>	<b>\$26,125.00</b>



**TFTConstruction, Inc**  
**53990 West Lane Road**  
**Scappoose, Oregon 97056**  
**Office (503)543-7979**  
**Fax (503)543-7299**  
**CCB#104648**

7/4 15-16

**CUSTOMER #:** CSH  
**INVOICE #:** 2254244  
**INVOICE DATE:** 07/31/15  
**DUE DATE:** 08/30/15

**BILL TO:**

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

**JOB:** 15038  
2015 Overlay Project  
City of St. Helens  
St. Helens, OR 97051

St. Helens St. Overlay  
R-622

DESCRIPTION	QUANTITY	PRICE	AMOUNT
Mobilization	1.00 LS	5500.000 / LS	5,500.00
Traffic Control	1.00 LS	5300.000 / LS	5,300.00
Cold Plane Pmnt Removal	11100.00 SY	1.750 / SY	19,425.00
Fabric Installation	11500.00 SY	1.900 / SY	21,850.00
Class "C" HMA	1259.13 TON	77.000 / TON	96,953.01
Fog Coat	5900.00 SY	1.000 / SY	5,900.00
Pavement Markings 4"	730.00 LF	0.500 / LF	365.00
Pavement Markings 8"	1850.00 LF	0.800 / LF	1,480.00
Pavement Legend Type B Arrows	20.00 EA	295.000 / EA	5,900.00
On Street Parking Ticks	41.00 EA	23.000 / EA	943.00
Pavement Legend Type B Rail Road	3.00 EA	1245.000 / EA	3,735.00
Pavement Legend Type B Cross Walk	19.00 EA	868.000 / EA	16,492.00
Pavement Legend Type B School Zone	2.00 EA	745.000 / EA	1,490.00
Pavement Legend Type B Bike Lane	7.00 EA	244.000 / EA	1,708.00
<b>SUBTOTAL:</b>			187,041.01

**LESS RETENTION:** -9,352.05  
**NET DUE:** 177,688.96

**Thank you for your business!**

010-301-653107

**APPROVED FOR PAYMENT**

INIT \_\_\_\_\_ DATE \_\_\_\_\_  
ACCOUNTS PAYABLE \_\_\_\_\_  
FINANCE \_\_\_\_\_  
SUPERVISOR \_\_\_\_\_

8-5-15  
8-5-15

# CITY OF ST. HELENS, OREGON

## COST SUMMARY FOR PAY REQUEST NO. 1



### CONTRACTOR:

TFT Construction, Inc.  
53990 West Lane Rd.  
Scappoose, Oregon 97056

### PROJECT:

St Helens St Overlay  
(13th St to Hwy 30)

DATE: 7/3/2015

FILE #: R-622

Item No.	Description	Bid Quantity	Unit Measure	Unit Price	Quantity Performed	Amount Performed	Quantity to Complete	Performed Since Last Estimate Quantity	Amount
1	Mobilization	1	LS	\$ 5,500.00	1	\$ 5,500.00	0	0	\$ 5,500.00
2	Traffic Control	1	LS	\$ 5,300.00	1	\$ 5,300.00	0	0	\$ 5,300.00
3	Cold Plane Pavementt Removal	11100	SY	\$ 1.75	11100	\$ 19,425.00	0	0	\$ 19,425.00
4	Petromat Fabric Installation	11100	SY	\$ 1.90	11500	\$ 21,850.00	0	0	\$ 21,850.00
5	Class "C" HMAc	1300	Ton	\$ 77.00	1259.13	\$ 96,953.01	0	0	\$ 96,953.01
6	Fog Coat	5900	SY	\$ 1.00	5900	\$ 5,900.00	0	0	\$ 5,900.00
7	Longitudinal Pavement Markings 4"	730	LF	\$ 0.50	730	\$ 365.00	0	0	\$ 365.00
8	Longitudinal Pavement Markings 8"	1830	LF	\$ 0.80	1850	\$ 1,480.00	0	0	\$ 1,480.00
9	Pavement Legend Type B: Arrows	22	EA	\$ 295.00	20	\$ 5,900.00	2	2	\$ 5,900.00
10	Pavement Legend Type B: Parking tics	45	EA	\$ 23.00	41	\$ 943.00	4	4	\$ 943.00
11	Pavement Legend Type B: Rail Road	3	EA	\$ 1,245.00	3	\$ 3,735.00	0	0	\$ 3,735.00
12	Pavement Legend Type B: Cross Walk	20	EA	\$ 868.00	19	\$ 16,492.00	1	1	\$ 16,492.00
13	Pavement Legend Type B: School Zone	2	EA	\$ 745.00	2	\$ 1,490.00	0	0	\$ 1,490.00
14	Pavement Legend Type B: Bike Lane	7	EA	\$ 244.00	7	\$ 1,708.00	0	0	\$ 1,708.00
15									
<b>TOTALS:</b>						\$ 187,041.01			\$ 187,041.01

GROSS AMOUNT DUE	\$187,041.01
LESS RETAINAGE (5%)	\$9,352.05
NET AMOUNT BILLED	\$177,688.96
LESS PREVIOUS PAYMENTS	\$0.00
<b>DUE THIS PAY REQUEST</b>	<b>\$177,688.96</b>





## Invoice

### Remit to:

Advanced American Construction, Inc.  
PO Box 83599  
Portland, OR 97283  
Phone: 503-445-9000

### Bill To:

City of St Helens  
PO Box 278  
St Helens, OR 97051

AAC Job# 1115-076

ATTENTION: Accounts Payable

<u>Invoice Date</u>	<u>Invoice No</u>	<u>PO/Contract #</u>	<u>Contact</u>	<u>Terms</u>	<u>Due Date</u>
8/5/2015	7095	M-450 06/17/15	Sue Nelson, P.E.	NET 30 DAYS	9/4/2015

AAC Services - City of St Helens Sand Island North Dock Repair- Reattachment of the Finger Dock.

Description	Units	Unit Price	Total
<i>Sand Island Dock Repairs</i>			
Work Completed on 7/6/15	Mobilization of equipment & materials.		

### Labor:

Mob/Demob	Straight Time	12.00 HRS @	82.00	984.00
<b>Total</b>		<b>Labor:</b>		<b>984.00</b>
<b>Sub Total For</b>		<b>7/6/15</b>		<b>984.00</b>

Work Completed on 7/7/15

North Dock Repairs. Remove damaged hardware and assemblies. Begin install of new through bolts and fender timbers. 50% complete.

### Labor:

Journeyman	Straight Time	16.00 HRS @	82.00	1,312.00
Journeyman	Overtime	2.00 HRS @	108.00	216.00
Divemaster	Straight Time	8.00 HRS @	100.00	800.00
Divemaster	Overtime	2.00 HRS @	129.00	258.00
<b>Total</b>		<b>Labor:</b>		<b>2,586.00</b>

### AAC Equipment:

1- 100 Crew Vehicles	1.00 DYS	120.00	120.00
5- 59 WORK SKIFF	1.00 DYS	150.00	150.00
10- 11 Stanley Hydraulic Unit	1.00 DYS	75.00	75.00
10- 100 Hydraulic Hammerdrill	2.00 DYS	55.00	110.00
11- 16 Multiquip Trash Pump	1.00 DYS	55.00	55.00
13- 79 Welder	1.00 DYS	112.00	112.00
<b>Total</b>		<b>AAC Equipment:</b>	<b>622.00</b>
<b>Sub Total For</b>		<b>7/7/15</b>	<b>3,208.00</b>

Work Completed on 7/8/15

North Dock Repairs. Install through bolts and gusset assemblies. Ballast / Impact / tighten at elevation. 100% complete.

**THANK YOU FOR THIS OPPORTUNITY TO BE OF SERVICE TO YOUR FIRM**

Balances unpaid after 30 days from date of invoice will be subject to a late payment charge of 1.5% per month

<u>Invoice Date</u>	<u>Invoice No</u>	<u>PO/Contract #</u>	<u>Contact</u>	<u>Terms</u>	<u>Due Date</u>
8/5/2015	7095	M-450 06/17/15	Sue Nelson, P.E.	NET 30 DAYS	9/4/2015

AAC Services - City of St Helens Sand Island North Dock Repair- Reattachment of the Finger Dock.

<u>Description</u>	<u>Units</u>	<u>Unit Price</u>	<u>Total</u>
--------------------	--------------	-------------------	--------------

**Work Completed on 7/8/15**

North Dock Repairs. Install through bolts and gusset assemblies. Ballast / Impact / tighten at elevation. 100% complete.

**Labor:**

Journeyman	Straight Time	16.00 HRS @	82.00	1,312.00
Divemaster	Straight Time	8.00 HRS @	100.00	800.00
Divemaster	Overtime	1.50 HRS @	129.00	193.50
<b>Total</b>		<b>Labor:</b>		<b>2,305.50</b>

**AAC Equipment:**

1- 100 Crew Vehicles	1.00 DYS	120.00	120.00
5- 59 WORK SKIFF	1.00 DYS	150.00	150.00
10- 11 Stanley Hydraulic Unit	1.00 DYS	75.00	75.00
10- 100 Hydraulic Hammerdrill	2.00 DYS	55.00	110.00
11- 16 Multiquip Trash Pump	1.00 DYS	55.00	55.00
13- 79 Welder	1.00 DYS	112.00	112.00
<b>Total</b>		<b>AAC Equipment:</b>	<b>622.00</b>
<b>Sub Total For 7/8/15</b>			<b>2,927.50</b>

**Work Completed on 7/13/15**

Demobilization

**Labor:**

Mob/Demob	Straight Time	6.00 HRS @	82.00	492.00
<b>Total</b>		<b>Labor:</b>		<b>492.00</b>

**Materials Other and Outside Rentals:**

Ramp Fee	1.00 EA	5.00	5.00
Treated Wood / Hardware	1.00 EA	118.13	118.13
Portland Bolt Ref. 80805	1.00 EA	574.90	574.90
AAC Markup	0.15 %	698.03	104.70
		<b>Materials Other and Outside Rental:</b>	<b>802.73</b>

**Sub Total For 7/13/15**

**1,294.73**

**Invoice Sub-Total**

**8,414.23**

**APPROVED FOR PAYMENT**

INIT \_\_\_\_\_ DATE \_\_\_\_\_  
 ACCOUNTS PAYABLE  
 FINANCE  
 SUPERVISOR  
 8-6-15  
 8-6-15

010-300-652970

**INVOICE TOTAL :**

**8,414.23**

**THANK YOU FOR THIS OPPORTUNITY TO BE OF SERVICE TO YOUR FIRM**

Balances unpaid after 30 days from date of invoice will be subject to a late payment charge of 1.5% per month



COPY

Belens Marina

LAUNCH & PARK PERMIT

NO 000896

Fee: \$5.00

Place this permit inside  
truck or auto windshield.

This permit expires at midnight.  
Not liable for any theft or damages.  
Launch and Park at your own risk.

*Small Boat Dock Permit*

# COPY

## Do It Best

Dahlgren's Do It Best Bldg Sply  
58351 Columbia River Hwy  
St. Helens OR 97051  
(503)397-0036

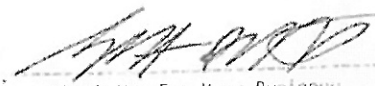
Transaction#: A20124058  
Associate: CLAYTON  
Date: 07/07/2015 Time: 11:20:59 AM

\*\*\* SALE \*\*\*

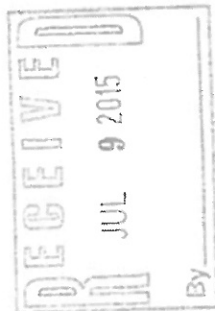
3" ICE HARDENED HOLE SAW-359748	
1.00 EACH @ \$15.99 N	\$15.99
3/8" QUICK CHANGE ARBOR - 359622	
1.00 EACH @ \$18.49 N	\$18.49
RINGSHANK NAILS -	
0.75 LB @ \$2.50 N	\$1.88
4X8X8 TREATED -	
2.00 EACH @ \$21.93 N	\$43.86
4X8X10 TREATED -	
1.00 EACH @ \$27.41 N	\$27.41
28GPT -	
1.00 EACH @ \$10.50 N	\$10.50

Subtotal: \$118.13  
OR - State Tax: \$0.00  
TOTAL: \$118.13

VISA: \$118.13  
CHANGE: \$0.00

  
Thank You For Your Business  
Visit Us On The Web At  
[WWW.DAHLGRENSDOITBEST.COM](http://WWW.DAHLGRENSDOITBEST.COM)





PO Box 2866 | Portland, OR 97208  
Phone: 800-547-6758 | Fax: 503-323-0433

INVOICE DATE	INVOICE NO.
7/07/2015	80805

REMIT TO:  
P.O. Box 2866  
Portland, OR 97208

INVOICE

SOLD TO:

ADVANCED AMERICAN  
CONSTRUCTION INC  
PO BOX 83599  
PORTLAND, OR 97283

SHIP TO:

ADVANCED AMERICAN  
CONSTRUCTION INC  
8444 NW ST HELENS ROAD  
PORTLAND, OR 97231

FTD 93-1129217

CUSTOMER NO.	CUSTOMER ORDER NO.	ORDERED BY	DATE ORDERED	DATE PROMISE	SALESMAN	B/O INVOICE NO.	PAGE
520	103053SM	SCOTT	7/06/2015	7/06/2015	STEVEN W		1
SHIP VIA TRACKING							
WILL CALL							
QUANTITY ORDERED	B.O.	PRODUCT CODE	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	TOTAL	
14		17648	3/4 X 10' DOM ATR GAL A307/G36	14	38.15/E	534.10	
34		11706	3/4 GAL HEX NUT A563A	34	.29/E	9.86	
34		19282	3/4 X 3"OD X 1/4 GAL ROUND PLATE WASHER	34	.91/E	30.94	
					NET 30		
					WEIGHT	FREIGHT	INVOICE TOTAL
					194		574.90

No credit will be issued for goods returned without our permission. Special order merchandise will not be accepted for credit. No claim for shortages allowed unless reported immediately upon receipt of shipment. A service charge of one and one-half percent (1-1/2%) per month which is an A.P.R. of eighteen percent (18%) will be charged on all past due accounts. We hereby certify that these goods were produced in compliance with all applicable requirements of Section 6, 7 and 12 of the Fair Labor Standards Act as amended and of regulations and orders of the US Department of Labor issued under Section 14 thereof.



## Invoice

### Remit to:

Advanced American Construction, Inc.  
PO Box 83599  
Portland, OR 97283  
Phone: 503-445-9000

### Bill To:

City of St Helens  
PO Box 278  
St Helens, OR 97051

AAC Job# 1115-076

ATTENTION: Accounts Payable

<u>Invoice Date</u>	<u>Invoice No</u>	<u>PO/Contract #</u>	<u>Contact</u>	<u>Terms</u>	<u>Due Date</u>
8/5/2015	7096	M-450 06/17/15	Sue Nelson, P.E.	NET 30 DAYS	9/4/2015

AAC Services - City of St Helens Sand Island North & South Dock Maintenance.

<u>Description</u>	<u>Units</u>	<u>Unit Price</u>	<u>Total</u>
--------------------	--------------	-------------------	--------------

### Work Completed on 7/9/15

Tighten existing connections at the North & South Docks. Install 2 new bolts at the South Dock - Finger Dock.

### Labor:

Journeyman	Straight Time	16.00 HRS @	82.00	1,312.00
Journeyman	Overtime	4.00 HRS @	108.00	432.00
Divemaster	Straight Time	8.00 HRS @	100.00	800.00
Divemaster	Overtime	2.00 HRS @	129.00	258.00
Mob/Demob	Straight Time	2.00 HRS @	82.00	164.00
<b>Total</b>		<b>Labor:</b>		<b>2,966.00</b>

### AAC Equipment:

1- 100 Crew Vehicles	1.00 DYS	120.00	120.00
5- 59 WORK SKIFF	1.00 DYS	150.00	150.00
10- 11 Stanley Hydraulic Unit	1.00 DYS	75.00	75.00
10- 100 Hydraulic Hammerdrill	2.00 DYS	55.00	110.00
11- 16 Multiquip Trash Pump	1.00 DYS	55.00	55.00
13- 79 Welder	1.00 DYS	112.00	112.00
<b>Total</b>		<b>AAC Equipment:</b>	<b>622.00</b>
<b>Sub Total For 7/9/15</b>			<b>3,588.00</b>

### Work Completed on 7/10/15

Complete tightening of North and South dock through bolts. Install deck boards at the South dock.

### Labor:

Journeyman	Straight Time	14.00 HRS @	82.00	1,148.00
Divemaster	Straight Time	8.00 HRS @	100.00	800.00
Divemaster	Overtime	1.00 HRS @	129.00	129.00

**THANK YOU FOR THIS OPPORTUNITY TO BE OF SERVICE TO YOUR FIRM**

Balances unpaid after 30 days from date of invoice will be subject to a late payment charge of 1.5% per month



<u>Invoice Date</u>	<u>Invoice No</u>	<u>PO/Contract #</u>	<u>Contact</u>	<u>Terms</u>	<u>Due Date</u>
8/5/2015	7096	M-450 06/17/15	Sue Nelson, P.E.	NET 30 DAYS	9/4/2015

AAC Services - City of St Helens Sand Island North & South Dock Maintenance.

<u>Description</u>	<u>Units</u>	<u>Unit Price</u>	<u>Total</u>
<b>Work Completed on 7/10/15</b>	Complete tightening of North and South dock through bolts. Install deck boards at the South dock.		

**Labor:** - Continued

Mob/Demob	Straight Time	2.00 HRS @	82.00	164.00
<b>Total</b>		<b>Labor:</b>		<b>2,241.00</b>

**AAC Equipment:**

1- 100 Crew Vehicles	1.00 DYS	120.00	120.00
5- 59 WORK SKIFF	1.00 DYS	150.00	150.00
10- 11 Stanley Hydraulic Unit	1.00 DYS	75.00	75.00
10- 100 Hydraulic Hammerdrill	2.00 DYS	55.00	110.00
11- 16 Multiquip Trash Pump	1.00 DYS	55.00	55.00
13- 79 Welder	1.00 DYS	112.00	112.00
<b>Total</b>		<b>AAC Equipment:</b>	<b>622.00</b>
<b>Sub Total For 7/10/15</b>			<b>2,863.00</b>

**Work Completed on 7/13/15**

**Materials Other and Outside Rentals:**

Ramp Fee	1.00 EA	5.00	5.00
Treated Wood / Hardware	1.00 EA	92.86	92.86
AAC Markup	0.15 %	97.86	14.68
<b>Materials Other and Outside Rental:</b>			<b>112.54</b>
<b>Sub Total For 7/13/15</b>			<b>112.54</b>
<b>Invoice Sub-Total</b>			<b>6,563.54</b>

**APPROVED FOR PAYMENT**

INIT \_\_\_\_\_ DATE \_\_\_\_\_  
 ACCOUNTS PAYABLE  
 FINANCE 8-6-15  
 SUPERVISOR 8-6-15

010-300-652970

**INVOICE TOTAL :**

**6,563.54**

**THANK YOU FOR THIS OPPORTUNITY TO BE OF SERVICE TO YOUR FIRM**

Balances unpaid after 30 days from date of invoice will be subject to a late payment charge of 1.5% per month

COPY

elens Marina

LAUNCH & PARK PERMIT

№ 000908

Fee: \$5.00

Place this permit inside  
truck or auto windshield.

This permit expires at midnight.  
Not liable for any theft or damages.  
Launch and Park at your own risk.



COPY

Dahlgren's Do It Best Bldg Sply  
56351 Columbia River Hwy  
St. Helens OR 97051  
(503)397-0086

Transaction#: A20124336  
Associate: JOHN  
Date: 07/10/2015 Time: 08:33:17 AM

\*\*\* SALE \*\*\*

GALV. NAILS 4D - 20D -		
1.00 LB @	\$2.79 N	\$2.79
3-1/4" ICE HOLE SAW - 359739		
1.00 EACH @	\$16.99 N	\$16.99
MISC. SCREWS/NUTS/BOLTS -		
6.00 EACH @	\$0.79 N	\$4.74
MISC. SCREWS/NUTS/BOLTS -		
6.00 EACH @	\$0.23 N	\$1.38
MISC. SCREWS/NUTS/BOLTS -		
6.00 EACH @	\$0.23 N	\$1.38
MISC. SCREWS/NUTS/BOLTS -		
6.00 EACH @	\$0.43 N	\$2.58
288PT -		
6.00 EACH @	\$10.50 N	\$63.00

Subtotal: \$92.86  
OK - State Tax: \$0.00  
TOTAL: \$92.86

VISA: \$92.86  
CHANGE: \$0.00

Thank You For Your Business  
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WWW.DAHLGRENS.DOITBEST.COM  
VISIT US ON THE WEB AT  
WWW.DAHLGRENS.DOITBEST.COM

## **APPOINTMENTS TO ST. HELENS CITY BOARDS AND COMMISSIONS**

City Council Meeting ~ August 12, 2015

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**Pending applications received:**

<u>Name</u>	<u>Interest</u>	<u>Date Application Received</u>	<u>Referred by Email To Committee(s)</u>
• Susie Patterson	Arts & Cultural Commission	7/27/15	7/28/15

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**Arts & Cultural Commission (3-year terms)**

- XK Austin resigned. Her term expires 9/30/17.
- Luanne Kreutzer, Joan Youngberg and Kannikar Petersen's terms expire 9/30/2015. Luanne and Joan do not wish to be reappointed.

**Status:****Next Meeting:** August 25, 2015**Recommendation:** None at this time.

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**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.**Next Meeting:** August 27, 2015**Recommendation:** None at this time.



# City of St. Helens

## Planning Commission Meeting

### June 9, 2015

### Minutes

**Members Present:**

Al Petersen, Chair  
Dan Cary, Vice Chair  
Greg Cohen, Commissioner  
Sheila Semling, Commissioner  
Audrey Webster, Commissioner  
Kathryn Lawrence, Commissioner  
Russell Hubbard, Commissioner

**Members Absent:**

None

**Staff Present:**

Jacob Graichen, City Planner  
Jennifer Dimsho, Assistant Planner & Planning Secretary

**Councilors Present:**

Ginny Carlson, City Council Liaison

**Others Present:**

David Branch  
Susan Branch  
Alisha Doaust  
Josh Doaust  
Larry Doaust  
Tess Bissell  
Mark Holcomb

The Planning Commission meeting was called to order by Chair Al Petersen at 7:00 p.m. Chair Petersen led the flag salute.

□

## **Consent Agenda**

### **Approval of Minutes**

The Commission discussed the symbols used with the "Motion" headers. They are confusing to the reader. They are likely caused by word processing software changes. Commissioner Semling moved to approve the minutes of the May 12, 2015 Planning Commission meeting. Vice Chair Cary seconded the motion. Commissioner Hubbard, Commissioner Cohen, Commissioner Semling, Commissioner Webster and Vice Chair Cary voted in favor. Commissioner Lawrence opposed. If there are multiple motions in one hearing, she would like each motion to have their own graphic notation in the minutes to allow the public to easily comprehend them. Chair Petersen did not vote as per operating rules. Motion carries.

□

## **Topics From The Floor**

Chair Petersen discussed the success of the SHEDCO sponsored "Before I Die" wall project in the Columbia County plaza. Responses have been more positive than negative. He also noted that the SHEDCO sponsored Business Plan Competition judging is occurring right now. The competition has been narrowed down to three applicants who have the opportunity to win a three-year, no interest \$20,000 loan and a \$5,000 grant. Applicants also received business plan advice and consultation. Lastly, Chair Petersen showed the Commission the proposed St. Helens Post Office mural. The project is funded by the Arts & Cultural Commission.



## **Public Hearing**

**David & Susan Branch**

**Variance / V.2.15**

**75 River Way**

It is now 7:12 p.m. and Chair Petersen opened the public hearing. There were three ex-parte contacts, conflicts of interest or bias in this matter. Commissioner Lawrence is in the same social circle as the applicant and therefore has bias in the matter. Commissioner Semling owns property near the applicant and has bias in the matter. Commissioner Webster has a bias in the matter and will not be voting. Commissioner Lawrence, Commissioner Semling, and Commissioner Webster will not be voting because they feel they cannot make a fair decision. Commissioner Hubbard has an ex-parte contact with the applicant, but feels he can be impartial in the decision.

City Planner Jacob Graichen entered the following items into the record:

- Staff report packet dated June 2, 2015 with attachments

Graichen discussed the history of the site with the Commission. Back in April 2013, the applicant applied for a Scenic Resource Site Design Review, which is a land use review for development in areas where scenic views may be impacted. The applicant wanted to build a structure larger than the 600 square feet gross floor area for accessory structures. To do this, the structure would have to be attached to the house with a breezeway in order to classify the structure as a building addition because additions do not have a maximum square footage requirement. In May 2013, the applicant applied for a building permit for the building addition. In January 2015, when the final inspection was called, it was discovered that there was no breezeway. The applicant was contacted and they decided the best course of action would be to apply for a variance. The applicant is requesting a variance to allow an accessory structure that exceeds the maximum size allowed because the installation of a breezeway, due to unforeseen construction issues, is not feasible. Graichen discussed the five criteria for granting a variance, as noted in the staff report.

Chair Petersen said he did some rough calculations of the gross floor area. Based on the front elevation, the actual usable floor area is more like 936 square feet, not 1,200 square feet as noted in the staff report. This is because some of the second floor space is not occupiable. Graichen said this was a good observation.

Vice Chair Cary clarified that the Commission was provided a drawing of the proposed garage location, not where the actual garage was located. Graichen said the garage is pretty much in the same place. Chair Petersen said by looking at the photos, it looks like it shifted two feet left of the proposed location.

Commissioner Cohen clarified that the structure in question has already been built. Graichen said yes, the Commission is deciding whether or not to grant a variance for something that has already been built.

**IN FAVOR**



**Branch, David. Applicant.** Branch said there is a City sewer line that runs diagonally under their house. They did not know it was there until three or four years after buying the house. Before the garage project began, the City was doing work on the sewer line that required them to reconnect to the line. It was then that they discovered the connection was actually under their house. They were told by the City they would have to move their connection to the side yard, which they did. When they wanted to build the garage, they were told by the building official that they would need a piling on the front, right corner of the proposed garage. The piling would have to be placed below or at grade with the sewer line, but no closer than three feet in distance. This limited where they could place the garage. Then the contractor encountered rock while they were digging in the location of the proposed garage. Ultimately, Branch was unable to get the garage at the same elevation of the house. This made the construction of a breezeway near impossible. Branch is requesting to waive the breezeway requirement for their garage.

Branch was also under the impression based on discussions with City staff that the building footprint (625 square feet) was the square footage that mattered, not the second floor square footage. He didn't know the second floor, which is about 400 additional square feet, would count in the total square footage. The building inspector had already come out for a final inspection and did not mention the square footage on the second floor. Branch said he was not trying to ignore the size limitation; he just didn't know about it.

Chair Petersen asked for the width of the room upstairs. Branch said there are no walls. Commissioner Cohen asked if the accessory structure has water. Branch said no.

Branch also pointed out that there are no surrounding neighbors who can see the structure because of elevation and vegetation.

## **END OF ORAL TESTIMONY**

There were no requests to continue the hearing or leave the record open.

## **CLOSE PUBLIC HEARING & RECORD**

The applicant waived the opportunity to submit final written argument after the close of the record.

## **DELIBERATIONS**

Graichen said the code defines floor area measured from exterior walls and if there are no walls on the second floor, it is more like attic space. Therefore, the square footage could be defined at approximately 625 feet, rather than the 1,248 feet as calculated in the staff report. Chair Petersen said gross floor area is all horizontal area under the roof. He said the building code says (more or less) that spaces under five feet (possibly 4'6") are not considered occupiable. This is how he calculated 936 square feet as the gross area.

Chair Petersen said there were a number of things out of the control of the applicant, including the location of the sewer line. The applicant had communication with the City throughout the project and the topography proved to be an unexpected challenge. The applicant went into the project wanting to follow the development code. Chair Petersen does not think granting this variance would be a detriment to the intent of the code.

Commissioner Cohen feels that granting the variance would not set a precedence because the applicant did not have normal circumstances. Commissioner Hubbard added that as a neighbor, he doesn't see the accessory structure as a visual disruption to the neighborhood. Commissioner Hubbard also pointed out that constructing the breezeway would actually add to the number of structures constructed over the City's

sewer line.

## **MOTION**

Commissioner Cohen moved to approve the Variance Permit to allow an accessory structure that exceeds the maximum size allowed. Commissioner Hubbard seconded. All in favor; none opposed; motion carries.

Commissioner Cohen moved for Chair Petersen to sign the Findings and Conclusions once prepared. Commissioner Cary seconded. All in favor; none opposed; motion carries.

□

## **Public Hearing**

**Creation Station Learning Center, LLC**  
**Conditional Use Permit / CUP.2.15**  
**35531 Firway Ln.**

It is now 8:05 p.m. and Chair Petersen opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

Graichen entered the following items into the record:

- Staff report packet dated June 2, 2015 with attachments

Graichen said the applicant is applying for a Conditional Use Permit to allow a preschool in an existing highway commercial site. The preschool will have all day classes for children ages six weeks to 12 years old. Although the site has been used as a school in the past, the right to use the property as a school ended because the previous school use ceased years ago. Graichen discussed the suggested conditions of approval as noted in the staff report.

The Commission discussed potential parking strategies and proposed areas for pedestrian walkways. Commissioner Cohen asked if lighting for the parking area could be required. Graichen said yes, but recommended asking the applicant first where there is existing lighting on the site.

## **IN FAVOR**

**Doaust, Josh. Applicant.** Doaust is representing Creation Station Learning Center, LLC. Ten years ago, Doaust and his wife started a childcare facility in their home. It was called Daisy Daycare and on the first day they opened, they only had one child. After six years, they expanded to caring for 14 children and changed their business name to Creation Station. They are a learning center that offers a full day preschool curriculum focused on tailoring the learning technique to each individual child. In the last four years, their curriculum has expanded to offer not only the standard subjects, but also Spanish, sign language, and creative development. They wish to offer new services to the children currently enrolled and to offer their services to more children in the community. The only way to do this is to expand from their current location to a commercial location. This building would allow them to provide services to expand from 14 children to 38 children and offer employment to six learning professionals. Doaust would like the Commission to approve this Conditional Use Permit so they can continue to grow and expand the learning services they offer to the community.

Chair Petersen asked about the garage with a French door on the site plan. Doaust said that was the site plan for the previous preschool. The door has since changed to a garage door. The applicant's plan is to change the garage door to a standard 36 inch exterior door and a window.



Commissioner Cohen asked if they have received state certification. Doaust said they are certified for 14 children in their current home business, and they can apply for state certification for the new location once they receive land use approval and occupancy for the building.

Commissioner Cohen asked about lighting. Doaust said there is one standard exterior porch light and one flood light outside the garage. Commissioner Cohen asked if the applicant had any preferences about parking. Doaust said they haven't come up with a final parking plan at this point. He said since only eight spaces are required, they will have lots of room to shuffle around spaces for walkways and bike parking. Doaust said they have considered eliminating a few spaces to make room for a pedestrian walkway and bicycle parking.

Vice Chair Cary asked if a children drive-through drop off would be logistically better. Currently, Doaust said they only have two to three parents who show up at one time. With the new facility, they will be tripling the amount of children, so they could potentially have a larger group. However, they would not want to rely solely on a drive-through drop off. Chair Petersen asked if all six employees would be at the building at one time. Doaust said no. They have to meet a children-to-teacher ratio, so the number of employees will depend on the number of children in attendance at any given time.

**Holcomb, Mark. Property Owner.** Holcomb bought the building as a residence and developed it into a preschool in 2006. Holcomb clarified the property lines for the Commission. He said Graichen's condition about restriping the parking is reasonable because the stripes are fading.

Commissioner Cohen asked about the lighting. Holcomb said they talked to Columbia River PUD about installing a pole light in the parking lot about a year ago. Commissioner Cohen would like to see flood lighting on the corners of the building. Holcomb said the previous schools in this location never had lighting issues, but agrees that additional lighting is reasonable.

Holcomb also said the previous schools have also never had circulation or parking concerns. He noted there is a permanent access easement adjacent to their property.

**Doaust, Larry.** He is the father of Josh Doaust. He thinks this building is well-suited for this use and it is a great opportunity for the applicants to grow their business. He thinks approving this conditional use permit is a win-win.

## **END OF ORAL TESTIMONY**

There were no requests to continue the hearing or leave the record open.

## **CLOSE PUBLIC HEARING & RECORD**

The applicant waived the opportunity to submit final written argument after the close of the record.

## **DELIBERATIONS**

Commissioner Lawrence thinks this proposal is very reasonable, but would like to see lighting as a condition for entering and exiting the building. Chair Petersen said the condition for lighting will have to be careful to address off-site glare. Commissioner Hubbard said the applicant could also just pursue the Columbia River PUD pole light, which would also solve the problem.

Chair Petersen said the applicant has not re-done the parking site plan since the previous County

application. He asked if the Commission feels they should help the applicant along or if they should just require them to reconfigure it and provide the new parking plan themselves. Commissioner Webster said it seems like the most traffic they would see at any given time is six parents. Councilor Carlson agrees and said it only takes about 90 seconds to drop off or pick up children. Similar sized childcare facilities rarely have more than two parking spaces filled at any given time. Vice Chair Cary said that is probably why parking has not been an issue in the past with the previous school uses.

Commissioner Cohen, Commissioner Webster, and Vice Chair Cary agreed as long as the gist of the Commission's concerns and parking parameters were addressed, letting the applicant work out the specific parking plan with staff would be sufficient.

## **MOTION**

Commissioner Cohen moved to approve the Conditional Use Permit with the conditions as outlined in the staff report and the additional condition that the applicant provide a lighting enhancement plan for pedestrian areas and that the revised site plan in Condition 1a. shows any easements and a revised parking plan. Commissioner Webster seconded. All in favor; none opposed; motion carries.

Commissioner Semling moved for Chair Petersen to sign the Findings and Conclusions once prepared. Vice Chair Cary seconded. All in favor; none opposed; motion carries.

□

## **Planning Director Decisions**

- a. Sign Permit (Banner) at 2100 Block of Columbia Blvd. - St. Kiwanis Club
- b. Sign Permit (Banner) at 2100 Block of Columbia Blvd. - The Amani Center
- c. Temporary Use Permit at 735 S. Columbia River Hwy. - Fireworks stand

There were no comments.

□

## **Planning Department Activity Reports**

There were no comments.

□

## **For Your Information Items**

The St. Helens Public Library is hosting the Oregon Humanities Conversation Project, "A City's Center" with Nan Laurence on September 10, 2015 at 7:00 p.m. The Commission is invited.

There is an Open House for the St. Helens Waterfront Redevelopment Project on Tuesday, June 23 from 5pm – 7pm. It will be held in the Muckle Building at 31 Cowlitz Street.

Graichen reported that the City Council voted unanimously to allow marijuana retailers and/or medical dispensaries in commercial areas (GC, HC, HBD, and RD). The decision was likely influenced by business owner testimony. Graichen said they kept the requirement for the conditional use process, eliminated the 200 foot park and residential buffer, and increased the buffer between each retailer and dispensary from 1,000 feet to 2,000 feet. Councilor Carlson said this is because the original concern was that there would be



a marijuana retailer on every corner. The buffer between retailers was a way to ensure that wouldn't occur.

Graichen discussed the existing ban on residential units on the ground floor in the Houlton Business District. Because of the number of residential units in this area and the lack of commercial redevelopment demand, this ban could potentially cause urban blight. Based on recent testimony, City Council requested to start the process of changing the Development Code to allow already existing residential units on the ground floor.



There being no further business before the Planning Commission, the meeting was adjourned at 9:18 p.m.

Respectfully submitted,

Jennifer Dimsho  
Planning Secretary

### 2015 Planning Commission Attendance Record

*P=Present A=Absent Can=Cancelled*

Date	Petersen	Hubbard	Lawrence	Cohen	Cary	Semling	Webster
01/13/15	P	P	P	P	P	P	P
02/10/15	P	P	P	P	P	P	P
03/10/15	P	P	A	P	P	P	P
04/14/15	CAN	CAN	CAN	CAN	CAN	CAN	CAN
05/12/15	P	P	P	P	P	P	P
06/09/15	P	P	P	P	P	P	P
07/14/15							
08/11/15							
09/08/15							
10/13/15							
11/10/15							
12/08/15							



City of St. Helens

# Arts & Cultural Commission

**Minutes from Tuesday June 30, 2015**

City Council Chambers

## **Members Present**

Kannikar Petersen  
Diane Dillard, Vice Chair  
Rosemary Imhof  
Joan Youngberg  
Kevin Chavez, Chair

## **Members Absent**

Luanne Kreutzer

## **Guests**

Al Petersen

## **Councilors in Attendance**

Susan Conn

## **Staff Present**

Jennifer Johnson, Secretary  
Margaret Jeffries, Library Director  
John Walsh, City Administrator

☞

## **CALL MEETING TO ORDER**

Vice Chair Dillard called the meeting to order at 6 p.m.

## **VISITORS**

There were no comments.

## **APPROVAL OF MINUTES FOR APRIL 2, 2015 AND JUNE 9, 2015**

**Motion:** Commissioner Petersen moved to approve the minutes for April 2, 2015 and June 9, 2015. Commissioner Youngberg seconded. All in favor; none opposed; motion carries.

## **FISCAL REPORT**

The Commission reviewed the fiscal report. SHEDCO submitted their reimbursement request for the Before I Die Wall for \$753.63.

**Motion:** Commissioner Petersen moved to approve the payment to SHEDCO in the amount of \$753.63 for the Before I Die Wall. Commissioner Imhof seconded. All in favor; none opposed; motion carries.

Secretary Johnson will follow up with Finance Director Ellis regarding the \$1000 contribution from Cascades.

## **TRASH CAN PAINTING COMPETITION**

The Commission discussed the set up time for the competition. They will meeting at 8 a.m. Twelve tables will be set up on the south side of the pavilion and reserved for the competition.

## **MURAL PROJECT**

Petersen said City Administrator John Walsh is going to talk with the district manager of the Post Office. The request was denied via email to paint the mural on the Post Office. The Commission would like an explanation of their concerns.

Walsh's impression from the Post Office was a concern with cars damaging the mural while trying to park. The building is scuffed on a repeated basis. The Commission mentioned their discussion on providing wheel stops for prevention of scuffs.

#### **BENCH REPAIR**

The Commission discussed repairing the Goodtime Bench on Columbia Blvd. The top of the back rest has some wood rot. Robert Tidwell will be contacted for a quote.

#### **GRANT**

Councilor Conn forwarded information to the Commission on a grant possibility. A requirement for the grant is project completion in one year. The amount of the grant is \$1000 to \$5000. The Commission would need to partner with Columbia County Museum or another 501(C)(3) to meet 501(C)(3) requirements. Petersen will look into it.

#### **BANNER PROJECT**

Petersen shared the original RFP. Artists selected would receive \$1000 and one aluminum panel to paint both sides. The Commission briefly discussed possible locations for the banners.

#### **ADJOURNMENT**

The meeting was adjourned at 7 p.m.

#### **NEXT MEETING**

The next meeting is scheduled for Tuesday July 28, 2015 at 6 p.m.

✂

Submitted by:

Jennifer Johnson  
Utility Billing Specialist

*Present=P Absent=A*

Date	Kreutzer	Petersen	Dillard	Youngberg	Imhof	Chavez	Vac
June 30, 2015	A	P	P	P	P	P	-



City of St. Helens  
***Library Board***  
**Minutes from Thursday, June 16, 2015**  
Columbia Center Auditorium

**Members Present**

Barbara Lines, Chair  
Mary Woiccak, Vice Chair  
Alex Mann  
An Der Chang  
Marsha Caton

**Members Absent**

Nancy Bensen  
Casey Jolissaint

**Guests**

Mary Ellen Funderburg

**Councilors in Attendance**

Susan Conn

**Staff Present**

Margaret Jeffries, Library Director



**CALL MEETING TO ORDER:** The meeting was called to order at 6:00 p.m. by Chair Barbara Lines.

**INVITATION TO CITIZENS FOR PUBLIC COMMENT:** No public comment.

**PREVIOUS MEETING MINUTES:** Minutes approved with one change.

**AGENDA REVISIONS:** Added Councilor's Report

**RECOMMENDATION FROM SUB-COMMITTEE FOR OPEN LIBRARY BOARD POSITIONS:** The sub-committee which interviewed applicants for the open Library Board positions recommended Nancy Herron become a new Board member. Vice-chair Woiccak made a motion that the Board accept the recommendation and pass it on to City Council for approval. Member Mann seconded. The Board passed the motion. Councilor Conn will pass the recommendation on to City Council for final approval.

**ELECTION OF CHAIR AND VICE-CHAIR:** Postponed until July meeting.

**DISCUSSION OF POSSIBLE CHANGE IN MEETING TIME:** Director Jeffries proposed change the Library Board Meetings to the third Tuesday of each month. Board will discuss the change and make a decision at the July Meeting.

**LIBRARY DIRECTOR'S REPORT:** The LSTA grant will close at the end of June 2015. With the loss of grant funds, the Library will offer fewer Cultural Passes, but will continue to offer Freegal. The 2015-2016 City Budget will make Youth Librarian Jones full time and fund a Part-time Library Assistant for 12 hours a week.

Summer Reading started on June 15, 2015. The Adult Summer Reading Program will host a chocolatier from Moonstruck Chocolate Company on July 7, 2015. Twenty-five participants can learn how chocolate is made and taste samples.

The St. Helens book will be released on June 16, 2015. Reference Librarian Herren provided some of the documents and photographs used as research material for the book.

The Library will be hosting two more Conversation Projects in 2015. The first one is "A City's Center" on September 10, 2015 at 7:00 p.m. This Conversation is being hosted by the Library and SHEDCO. The second Conversation is "Talking About Dying". This program will be held at the Library on November 5, 2015 at 7:00 p.m.

PCC is shopping for classroom space for Saturday classes about finding money for college. The classes would be about 3 hours. Director Jeffries is discussing possibilities to accommodate PCC.

**FRIENDS' REPORT:** The second Little Free Library has been installed in Columbia View Park. So far it seems to be self-sustaining with people leaving books in place of the ones they take.

Some Members of the Friends organization are interested in possibly attending the Fundraising Workshop presented at the Oregon Library Directors Meeting.

The Friends will continue to organize the sale books in the Library hallway by genre and also potentially by author.

The Friends donation of 6 books to the Sacajawea Health Center's annual fundraising auction was not picked up by the auction coordinators.

**COUNCILOR'S REPORT:** Councilor Conn invited the Board to attend the City's Waterfront Meeting on June 23, from 5:00 to 7:00 p.m. at the Muckle Building. The City is seeking public input on prioritizing how the Boise properties are developed.

#### **NEXT MEETING:**

The next regular meeting is scheduled for Tuesday, July 14 at 6:00 p.m. in the Auditorium.

Members need to bring all relevant materials to each meeting.



**ADJOURNMENT:**

The meeting was adjourned at 7:02p.m. by Chair Lines.



Respectfully submitted by:

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Library Director, Margaret Jeffries

## 2014-2015 Library Board Attendance Record

*P=Present E=Excused Absence U=Unexcused Absence*

Date	Bensen	Caton	Chang	Jolissaint	Lines	Mann	Woiccak
01/15/15	P	P	E	E	P	P	E
02/19/15	P	P	E	E	P	E	P
03/19/15	P	P	E	P	P	P	P
04/16/15	P	P	E	P	P	P	P
05/21/15	P	E	E	P	P	P	P
06/16/15	E	P	P	E	P	P	P
07/14/15							
08/18/15							
09/17/15							
10/15/15							
11/19/15							
12/17/15							
01/21/16							
02/18/16							



	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>  <b>Cooperative Agreement</b>	<b>GRANT NUMBER (FAIN): 01J00101</b>		<b>DATE OF AWARD</b> 07/27/2015
		<b>MODIFICATION NUMBER: 0</b>		<b>MAILING DATE</b> 08/03/2015
		<b>PROGRAM CODE: TR</b>		
		<b>TYPE OF ACTION</b> New		<b>ACH#</b> PEND
<b>PAYMENT METHOD:</b>				
<b>RECIPIENT TYPE:</b> Municipal		<b>Send Payment Request to:</b> Las Vegas Finance Center FAX # 702-798-2423		
<b>RECIPIENT:</b> City of St. Helens 265 Strand Street St. Helens, OR 97051-2039 EIN: 93-6002248		<b>PAYEE:</b> City of St. Helens 265 Strand Street St. Helens, OR 97051-2039		
<b>PROJECT MANAGER</b> John Walsh 265 Strand Street St. Helens, OR 97051-2039 E-Mail: jwalsh@ci.st-helens.or.us Phone: 503-366-8211		<b>EPA PROJECT OFFICER</b> Susan Morales 1200 Sixth Avenue, Suite 900, ECL-122 Seattle, WA 98101 E-Mail: morales.susan@epa.gov Phone: 206-553-7299		<b>EPA GRANT SPECIALIST</b> Joanne Brendle 1200 Sixth Ave., Suite 900, OMP-173 Seattle, WA 98101 E-Mail: brendle.joanne@epa.gov Phone: 206-553-6385
<b>PROJECT TITLE AND DESCRIPTION</b> St. Helens Brownfields  This project provides funding for City of St. Helens to conduct area-wide planning for the brownfields in the Waterfront Redevelopment area. The area-wide plan will inform subsequent brownfields assessment, cleanup and reuse activities. The grantee will conduct community involvement activities to identify community priorities, research the existing conditions of the brownfields area, determine reuses for brownfield sites, and develop a detailed brownfields area-wide plan and implementation strategy. The City will focus on two identified catalyst sites that have employment and economic potential to connect the downtown and waterfront.				
<b>BUDGET PERIOD</b> 08/01/2015 - 07/01/2017		<b>PROJECT PERIOD</b> 08/01/2015 - 07/01/2017		<b>TOTAL BUDGET PERIOD COST</b> \$200,000.00
				<b>TOTAL PROJECT PERIOD COST</b> \$200,000.00
<b>NOTICE OF AWARD</b>				
Based on your Application dated 04/10/2015 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$200,000. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$200,000. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.				
<b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>		<b>AWARD APPROVAL OFFICE</b>		
<b>ORGANIZATION / ADDRESS</b> EPA Region 10 Mail Code: OMP-173 1200 Sixth Avenue, Suite 900 Seattle, WA 98101		<b>ORGANIZATION / ADDRESS</b> U.S. EPA, Region 10 Office of Environmental Cleanup 1200 Sixth Avenue, Suite 900 Seattle, WA 98101		
<b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>				
<b>Digital signature applied by EPA Award Official</b> Tony Fournier - Acting Manager - Grants and Interagency Agreements Unit				<b>DATE</b> 07/27/2015

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$	\$ 200,000	\$ 200,000
EPA In-Kind Amount	\$	\$	\$ 0
Unexpended Prior Year Balance	\$	\$	\$ 0
Other Federal Funds	\$	\$	\$ 0
Recipient Contribution	\$	\$	\$ 0
State Contribution	\$	\$	\$ 0
Local Contribution	\$	\$	\$ 0
Other Contribution	\$	\$	\$ 0
Allowable Project Cost	\$ 0	\$ 200,000	\$ 200,000

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.814 - Brownfields Training - Research and Technical Assistance Grants and Cooperative Agreements	CERCLA: Sec. 104(k)(6)	2 CFR 200 2 CFR 1500 and 40 CFR 33

[illegible]



Budget Summary Page

<b>Table A - Object Class Category (Non-construction)</b>	<b>Total Approved Allowable Budget Period Cost</b>
<b>1. Personnel</b>	\$0
<b>2. Fringe Benefits</b>	\$0
<b>3. Travel</b>	\$2,000
<b>4. Equipment</b>	\$0
<b>5. Supplies</b>	\$5,000
<b>6. Contractual</b>	\$193,000
<b>7. Construction</b>	\$0
<b>8. Other</b>	\$0
<b>9. Total Direct Charges</b>	\$200,000
<b>10. Indirect Costs: % Base</b>	\$0
<b>11. Total (Share: Recipient 0.00 % Federal 100.00 %.)</b>	\$200,000
<b>12. Total Approved Assistance Amount</b>	\$200,000
<b>13. Program Income</b>	\$0
<b>14. Total EPA Amount Awarded This Action</b>	\$200,000
<b>15. Total EPA Amount Awarded To Date</b>	\$200,000

## **Administrative Conditions**

### **1. General Terms and Conditions**

The recipient agrees to comply with the current EPA general terms and conditions available at: [http://www.epa.gov/ogd/tc/general\\_tc\\_applicable\\_aa\\_recipients\\_dec\\_26\\_2014.pdf](http://www.epa.gov/ogd/tc/general_tc_applicable_aa_recipients_dec_26_2014.pdf). These terms and conditions are in addition to the assurances and certifications made as part of the award and terms, conditions or restrictions cited below.

The EPA repository for the general terms and conditions by year can be found at: <http://www.epa.gov/ogd/tc.htm>.

### **2. Consultant Cap - Additional Information**

In addition to the General Terms and Conditions #6 "Consultant Cap", as of January 1, 2015, the limit is \$608.34 per day \$76.04 per hour.

**NOTE:** For future years' limits, the recipient may find the annual salary for Level IV of the Executive Schedule on the following Internet site: <http://www.opm.gov/oca>. Select "Salary and Wages", and select "Rates of Pay for the Executive Schedule". The annual salary is divided by 2087 hours to determine the maximum hourly rate, which is then multiplied by 8 to determine the maximum daily rate.

### **3. Cybersecurity**

The recipient agrees to comply with the current EPA general terms and conditions "Cybersecurity". The terms and conditions can be found on the EPA Grants Terms and Conditions Website.

For STATE: [http://www.epa.gov/ogd/tc/state\\_grant\\_cyber\\_security\\_condition.pdf](http://www.epa.gov/ogd/tc/state_grant_cyber_security_condition.pdf).

For TRIBE: [http://www.epa.gov/ogd/tc/tribal\\_grant\\_cyber\\_security\\_condition.pdf](http://www.epa.gov/ogd/tc/tribal_grant_cyber_security_condition.pdf).

For Other Recipients: [http://www.epa.gov/ogd/tc/cyber\\_security\\_grant\\_condition\\_for\\_other\\_recipients.pdf](http://www.epa.gov/ogd/tc/cyber_security_grant_condition_for_other_recipients.pdf).

### **4. Cost Principles/Indirect Costs Not Included (All Organizations)**

The cost principles of 2 CFR 200 Subpart E are applicable to this award. Since there are no indirect costs included in the assistance budget, they are not allowable under this Assistance Agreement.

### **5. UTILIZATION OF SMALL, MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MBE/WBE)**

#### **GENERAL COMPLIANCE, 40 CFR, Part 33**

The recipient agrees to comply with the requirements of EPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33.

#### **MBE/WBE REPORTING, 40 CFR, Part 33, Subpart E**

MBE/WBE reporting is required in annual reports. Reporting is required for assistance agreements where there are funds budgeted for procuring construction, equipment, services and supplies, including funds budgeted for direct procurement by the recipient or procurement under subawards or loans in the "Other" category that exceed the threshold amount of \$150,000., including amendments and/or modifications.

Based on EPA's review of the planned budget, this award meets the conditions above and is subject to the Disadvantaged Business Enterprise (DBE) Program reporting requirements. However, if recipient believes this award does not meet these conditions, the recipient must provide a justification and budget detail within 21 days of the award date clearly demonstrating that, based on the planned budget, this award is not subject to the DBE reporting requirements to the Region 10 DBE Coordinator.

The recipient agrees to complete and submit a "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" report (EPA Form 5700-52A) on an annual basis. All procurement actions are reportable, not just that portion which exceeds \$150,000.

When completing the annual report, recipients are instructed to check the box titled “annual” in section 1B of the form. For the final report, recipients are instructed to check the box indicated for the “last report” of the project in section 1B of the form. Annual reports are due by October 30<sup>th</sup> of each year. Final reports are due by October 30<sup>th</sup> or 90 days after the end of the project period, whichever comes first.

The reporting requirement is based on total procurements. Recipients with expended and/or budgeted funds for procurement are required to report annually whether the planned procurements take place during the reporting period or not. If no budgeted procurements take place during the reporting period, the recipient should check the box in section 5B when completing the form.

The current EPA Form 5700-52A can be found at the EPA Office of Small Business Program’s Home Page at [http://www.epa.gov/osbp/dbe\\_reporting.htm](http://www.epa.gov/osbp/dbe_reporting.htm).

This provision represents an approved deviation from the MBE/WBE reporting requirements as described in 40 CFR, Part 33, Section 33.502; however, the other requirements outlined in 40 CFR Part 33 remain in effect, including the Good Faith Effort requirements as described in 40 CFR Part 33 Subpart C, and Fair Share Objectives negotiation as described in 40 CFR Part 33 Subpart D and explained below.

### **SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C**

Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, services and supplies under an EPA financial assistance agreement, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

- (a) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
- (b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
- (c) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
- (d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
- (e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
- (f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

### **CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302**

The recipient agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

### **BIDDERS LIST, 40 CFR, Section 33.501(b) and (c)**

Recipients of a Continuing Environmental Program Grant or other annual reporting grant, agree to create and maintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

### **FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D**

#### **1. For Grant Awards \$250,000 or Less**



This assistance agreement is a Technical Assistance Grant (TAG); or the award amount is \$250,000 or less; or the total dollar amount of all of the recipient's financial assistance agreements from EPA in the current Federal fiscal year is \$250,000 or less. Therefore, the recipient of this assistance agreement is exempt from the fair share objective requirements of 40 CFR, Part 33, Subpart D, and is not required to negotiate fair share objectives/goals for the utilization of MBE/WBEs in its procurements.

## **2. For Recipients Accepting Goals**

A recipient must negotiate with the appropriate EPA award official, or his/her designee, fair share objectives for MBE and WBE participation in procurement under the financial assistance agreements.

In accordance with 40 CFR, Section 33.411 some recipients may be exempt from the fair share objectives requirements as described in 40 CFR, Part 33, Subpart D. Recipients should work with their DBE coordinator, if they think their organization may qualify for an exemption.

### **Accepting the Fair Share Objectives/Goals of Another Recipient**

The dollar amount of this assistance agreement, or the total dollar amount of all of the recipient's financial assistance agreements in the current federal fiscal year from EPA is \$250,000, or more. The recipient accepts the applicable MBE/WBE fair share objectives/goals negotiated with EPA. The Region 10 fair share objectives/goals can be found: [http://www.epa.gov/osbp/pdfs/r10\\_fair\\_share\\_goals.pdf](http://www.epa.gov/osbp/pdfs/r10_fair_share_goals.pdf).

By signing this financial assistance agreement, the recipient is accepting the fair share objectives/goals and attests to the fact that it is purchasing the same or similar construction, supplies, services and equipment, in the same or similar relevant geographic buying market.

### **Negotiating Fair Share Objectives/Goals, 40 CFR, Section 33.404**

The recipient has the option to negotiate its own MBE/WBE fair share objectives/goals. If the recipient wishes to negotiate its own MBE/WBE fair share objectives/goals, the recipient agrees to submit proposed MBE/WBE objectives/goals based on an availability analysis, or disparity study, of qualified MBEs and WBEs in their relevant geographic buying market for construction, services, supplies and equipment.

The submission of proposed fair share goals with the supporting analysis or disparity study means that the recipient is **not** accepting the fair share objectives/goals of another recipient. The recipient agrees to submit proposed fair share objectives/goals, together with the supporting availability analysis or disparity study, to the Regional MBE/WBE Coordinator within 120 days of its acceptance of the financial assistance award. EPA will respond to the proposed fair share objective/goals within 30 days of receiving the submission. If proposed fair share objective/goals are not received within the 120 day time frame, the recipient may not expend its EPA funds for procurements until the proposed fair share objective/goals are submitted.

## **3. For Recipients with Established Goals**

The recipient must negotiate with the appropriate EPA award official, or his/her designee, fair share objectives for MBE and WBE participation in procurement under the financial assistance agreements.

In accordance with 40 CFR, Section 33.411 some recipients may be exempt from the fair share objectives requirements described in 40 CFR, Part 33, Subpart D. Recipients should work with their DBE coordinator, if they think their organization may qualify for an exemption.

### **Current Fair Share Objective/Goal**

The dollar amount of this assistance agreement or the total dollar amount of all of the recipient's financial assistance agreements in the current federal fiscal year from EPA is \$250,000, or more. The Region 10 fair share objectives/goals can be found: [http://www.epa.gov/osbp/pdfs/r10\\_fair\\_share\\_goals.pdf](http://www.epa.gov/osbp/pdfs/r10_fair_share_goals.pdf).

### **Negotiating Fair Share Objectives/Goals**

In accordance with 40 CFR, Part 33, Subpart D, established goals/objectives remain in effect for three fiscal years unless there are significant changes to the data supporting the fair share objectives. The recipient is required to follow requirements as outlined in 40 CFR Part 33, Subpart D when renegotiating the fair share objectives/goals.

## **4. For DWSRF, CWSRF and BROWNFIELDS RLF Recipients ONLY**

### **Objective/Goals of Loan Recipients**

As a recipient of an EPA financial assistance agreement to capitalize revolving loan funds, the recipient agrees to either apply its own fair share objectives negotiated with EPA to identified loans using a substantially similar relevant geographic market, or negotiate separate fair share objectives with its identified loan recipients. These separate objectives/goals must be based on demonstrable evidence of the availability of MBEs and WBEs in accordance with 40 CFR, Part 33, Subpart D.

The recipient agrees that if procurements will occur over more than one year, the recipient may choose to apply the fair share objective in place either for the year in which the identified loan is awarded or for the year in which the procurement action occurs. The recipient must specify this choice in the financial assistance agreement, or incorporate it by reference therein.

### **R10 DBE Coordinator and Where to Send Report**

Greg Luchey at (206) 553-2967 or email: [Luchey.Greg@epa.gov](mailto:Luchey.Greg@epa.gov). The coordinator can answer any MBE/WBE reporting questions you may have. MBE/WBE reports should be sent to the EPA Region 10, Grants and Interagency Agreements Unit, 1200 Sixth Avenue, Suite 900, OMP-173, Seattle, WA 98101 or FAX to (206) 553-4957.

## **Programmatic Conditions**

### **EPA Brownfields Area-Wide Planning Program Cooperative Agreement Programmatic Terms and Conditions**

#### **I. GENERAL FEDERAL REQUIREMENTS**

##### **A. Federal Policy and Guidance**

1. In implementing this agreement, the cooperative agreement recipient (CAR) shall ensure that work done with cooperative agreement funds complies with the requirements of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) § 104(k)(6).
2. The CAR shall ensure that Brownfields Area-Wide Planning (BF AWP) activities supported with cooperative agreement funding comply with all applicable federal and state laws and regulations.
3. The CAR may not use the BF AWP cooperative agreement funds to pay for any ineligible activities, as listed in these terms and conditions. Furthermore, the CAR is prohibited from using BF AWP cooperative agreement funds to pay for a response cost at a brownfields site for which the CAR is potentially liable under CERCLA §107. For requirements pertaining to any BF AWP activities that may be considered site-specific response actions under CERCLA, refer to the section on Site-Specific Work below.
4. Unless approved with the award of this cooperative agreement, the CAR must receive written EPA approval of a Final Workplan within 60 calendar days following the date of the award. The CAR must receive written EPA approval of the Workplan prior to expenditure of federal funds under this cooperative agreement. Unless the Agency Award official, or designee grants a waiver, no financial reimbursement may be made without an EPA approved Final Workplan. If the recipient fails to obtain EPA approval of the Final Workplan within 60 days of award, EPA may terminate this agreement under applicable Agency regulations.
5. The CAR must comply with federal cross-cutting requirements. These requirements include, but are not limited to, DBE requirements found at 40 CFR Part 33; OSHA Worker Health & Safety Standard 29 CFR § 1910.120; the Uniform Relocation Act; the National Historic Preservation Act; the Endangered Species Act; any permits required by Section 404 of the Clean Water Act; Executive Order 11246, Equal Employment Opportunity, and implementing regulations at 41 CFR § 60-4; Contract Work Hours and Safety Standards Act, as amended (40 USC §§ 327-333) the Anti Kickback Act (40 USC § 276c); and Section 504 of the Rehabilitation Act of 1973 as implemented by Executive Orders 11914 and 11250.

#### **II. COOPERATIVE AGREEMENT REQUIREMENTS**

## **A. Term of the Agreement**

1. The term of this agreement is two years from the date of award, unless an extension is approved by EPA, per the CAR's request.
2. If after 12 months from the date of award, EPA determines that the CAR has not made sufficient progress in implementing its cooperative agreement, the CAR must implement a correction action plan that is approved by the EPA project officer (PO), or EPA may terminate this agreement. For purposes of the BF AWP cooperative agreements, the CAR demonstrates "sufficient progress" when the following have been met:
  - at least one community engagement activity that will help determine potential brownfields site reuse(s) is underway or completed,
  - at least one research activity (such as an economic/market or infrastructure analysis to inform brownfield site reuses) is underway or completed,
  - all key personnel are actively working on the project, and
  - at least 30% of funds have been obligated and drawn down for eligible activities as identified in the workplan.
3. ACRES reporting:

The CAR must use the Brownfields Program on-line reporting system, known as Assessment, Cleanup and Redevelopment Exchange System (ACRES), to associate to the BF AWP grant all relevant property records (such as site assessments and cleanups) that are already in ACRES.

  - Generally, the CAR will not create any new property records specifically for their BF AWP grant.
  - If the CAR is a current recipient of an EPA Brownfields assessment or cleanup grant for a property within the BF AWP project area, then the CAR must create property records in ACRES as required under their assessment or cleanup grant, and then associate the appropriate property record(s) to the BF AWP grant.
  - If the CAR is a past recipient of an EPA Brownfields assessment or cleanup grant for a property with the BF AWP project area, then the CAR must notify EPA of which property(ies) received the prior funding so that the appropriate property record(s) already in ACRES can be associated to the BF AWP grant.
  - If EPA provides a Targeted Brownfields Assessment within the BF AWP project area, the CAR will work with EPA to associate this TBA to the BF AWP grant.

The CAR must also track and report all leveraging information for the BF AWP project area. The CAR will ensure that any leveraging that is already otherwise associated to a particular property in ACRES is not double-counted (e.g., the same leveraging resource and amount should not be captured for both the BF AWP grant and the assessment or cleanup grant). The CAR must coordinate with their EPA PO to ensure the leveraging information is entered into ACRES.

The CAR must enter the data in ACRES no later than 30 days after the end of each reporting quarter. EPA provides ACRES training to CARs on a regular basis as detailed at [www.epa.gov/acres](http://www.epa.gov/acres).
4. The CAR shall properly document the completion of all BF AWP activities and milestones that are in the EPA approved work plan. Documenting completion must be done through the CAR's quarterly reporting and final report.

## **B. Substantial Involvement**

1. The EPA will be substantially involved in overseeing and monitoring this cooperative agreement.
  - a. Substantial involvement by EPA generally includes programmatic and administrative activities such as monitoring, reviewing project phases, and approving substantive terms included in professional services contracts. Examples of substantial involvement may include:
    - close monitoring of the recipient's performance to verify results;
    - collaborating during performance of the scope of work;
    - review and approval of changes to the work plan and/or budget;



- review and approval of BF AWP project workplan phases, including the brownfields area-wide plan, for consistency with the EPA-approved grant workplan and cooperative agreement terms and conditions (review and approval also includes EPA approval of brownfield site(s) eligibility and/or liability per CERCLA §101(39), as needed based on project activities being funded through the cooperative agreement);
- regular project update conference calls with the recipient (monthly or more frequent project update calls suggested);
- CAR and EPA participation in conference calls with other BF AWP grantees, technical assistance providers, and participation in regional or national meetings;
- review of proposed procurements in accordance with 2 CFR Parts 200 and 1500, and approval of the substantive terms of contracts and subawards to ensure consistency with the scope of work (EPA will not select contractors or subawardees);
- approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient);
- review and comment on quarterly reports prepared under the cooperative agreement, per the terms and conditions;
- review and comment on financial and technical reports, monitoring all reporting, record-keeping, and other program requirements; and
- providing brownfields property-specific funding determinations as needed.
- At the Agency's discretion, the EPA may provide additional support outside of this grant to conduct brownfield assessments (such as targeted brownfields assessments) on eligible brownfield sites within the project area, or provide other relevant assistance to the project. If additional assistance is provided via EPA contract, the contractor team will be directed by and accountable to the EPA, but will provide technical assistance through consultation with the recipient. Any contract support provided by EPA will not duplicate or materially affect the project scope of work under the grant workplan. EPA may consider brownfield site eligibility and site liability prior to providing assistance.

Although EPA may review and comment on draft and final reports, the CAR will make the final decision on the content of the reports.

- b. Substantial involvement may also include facilitating the coordination and interaction between the CAR and other EPA programs or other federal agencies in the BF AWP project.
  - As appropriate, the EPA may facilitate initial coordination between BF AWP grant recipients and other federal agencies or EPA programs. Such coordination will serve to provide additional information to the CAR and support their efforts to develop a brownfields area-wide plan and implementation strategy.
  - Although the EPA may provide factual information regarding its BF AWP Program to potential funders, the Agency may not provide support letters to proposals, or applicants who seek assistance from other federal agencies, EPA programs, states, tribes, regional organizations, and local governments for additional planning or implementation resources. The Agency may not endorse proposals, applicants or recipients.
- c. EPA may waive any of the provisions in these substantial involvement terms and conditions, with the exception of providing brownfields property-specific funding determinations as needed. EPA will provide waivers of any substantial involvement terms and conditions in writing.

2. Effect of EPA's substantial involvement includes:

- a. EPA's review of any project phase, document, or cost incurred under this cooperative agreement, will not have any effect upon CERCLA §128 *Eligible Response Site* determinations or rights, authorities, and actions under CERCLA or any Federal statute.

- b. The CAR remains responsible for ensuring that BF AWP activities funded under this cooperative agreement comply with all applicable Federal and State laws.
- c. The CAR and its subawardees remain responsible for incurring costs that are allowable under 2 CFR Parts 200 and 1500.

### **C. Cooperative Agreement Recipient Roles and Responsibilities**

1. The CAR is responsible for ensuring that contractors and subaward recipients comply with the terms of their agreements with the CAR, and that agreements between the CAR and subaward recipients and contractors comply with the terms and conditions of this agreement.
2. Subawards are defined at 2 CFR 200.92. The CAR may not make a subaward to for-profit organizations. The CAR must obtain commercial services and products necessary to carry out this agreement under competitive procurement procedures as described in 2 CFR 200.317 through 200.326. In addition, EPA policy encourages awarding subawards competitively, and the CAR should consider awarding subawards through competition.
3. The CAR agrees to clearly reference EPA investments in the project during all phases of community outreach, as outlined in the approved workplan. If any documents, fact sheets, and/or web materials are developed as part of this cooperative agreement, they shall include the following statement: "This project has been funded, wholly or in part, by EPA. The contents of this document do not necessarily reflect the views and policies of the EPA."

### **D. Eligible Uses of the Funds for the Cooperative Agreement Recipient**

To the extent identified in the approved work plan, cooperative agreement funds may be used for eligible programmatic expenses to support research/technical assistance and community involvement in BF AWP activities, and to perform BF AWP activities that inform the assessment, cleanup and reuse of brownfields such as those listed in Sections I.A. and I.B of the Request for Proposals, "FY2015 BROWNFIELDS AREA-WIDE PLANNING GRANT, " EPA-OSWER-OBLR-14-06, July 2014 (available online at <http://www.epa.gov/oswer/docs/grants/epa-oswer-oblr-14-06.pdf> ).

### **E. Ineligible Uses of the Funds for the Cooperative Agreement Recipient**

1. Cooperative agreement funds shall not be used by the CAR or subrecipient for any of the following activities:
  - a. Conducting site assessments, site cleanups, response activities often associated with cleanups such as demolition or groundwater extraction, or brownfields area-wide plan implementation;
  - b. Marketing brownfields properties for redevelopment;
  - c. Any of the following if unrelated to identifying and advancing brownfields cleanup and reuse in the BF AWP project area: general community visioning, zoning updates, smart growth/sustainable development guidelines, design guidelines, area master planning, green infrastructure, infrastructure service delivery, and city-wide or comprehensive planning/plan updates. (Note: for these types of activities to be an eligible use of grant funds, there must be a clear nexus between the activity and how it will help further brownfields cleanup and reuse. This nexus must be clearly described in the grant workplan for the project);
  - d. Survey design, distribution or collection;
  - e. Business development planning, relocation planning for businesses;
  - f. Construction and land acquisition;
  - g. Unallowable costs (e.g., lobbying and fund raising) under 2 CFR Parts 200 and 1500;
  - h. Matching any other federal funds unless there is specific statutory authority for the match. CERCLA does not provide this authority;
  - i. Proposal preparation costs;
  - j. Projects or tasks that duplicate grants awarded under other EPA Brownfields grant programs described in CFDA Nos. 66.818, "Brownfields Assessment, Revolving Loan Funds, and Cleanup Grants" and

66.815, “Environmental Workforce Development and Job Training Grant” or other federally-funded environmental training, research, or technical assistance programs in their target community or communities. Projects may, however, complement community-wide activities EPA funds under CERCLA § 104(k)(2) assessment grants;

- k. Projects related to exploring, testing and implementing smart growth policies and applications (if unrelated to brownfields), and projects the EPA funds under CFDA No. 66.611, “Environmental Policy and Innovation Grants” or through EPA Sustainable Communities technical assistance under other announcements;
- l. Penalties or fines;
- m. Federal cost-share requirement (for example, a cost share required by other federal funds);
- n. A response cost at a brownfield site for which the recipient of the grant is potentially liable under CERCLA § 107; or
- o. A cost of compliance with any federal law, excluding the cost of compliance with laws applicable to assessment or cleanup planning.

2. Additionally, under CERCLA § 104(k)(4)(B), administrative costs are prohibited costs under this agreement. Prohibited administrative costs include all indirect costs under 2 CFR Parts 200 and 1500.

- a. Ineligible administrative costs include costs incurred in the form of salaries, benefits, contractual costs, supplies, and data processing charges, incurred to comply with most provisions of the *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards at 2 CFR 200*. Direct costs for grant administration, with the exception of costs specifically identified as eligible programmatic costs, are ineligible even if the CAR is required to carry out the activity under the grant agreement. Costs incurred to report quarterly performance to EPA under the grant are eligible.
- b. Ineligible grant administration costs include direct costs for:
  - Preparation of applications for brownfields grants;
  - Record retention required under 2 CFR 1500.6;
  - Record-keeping associated with equipment purchases required under 2 CFR 200.313;
  - Preparing revisions and changes in the budgets, scopes of work, program plans and other activities required under 2 CFR 200.308 and 2 CFR 1500.8, as appropriate;
  - Maintaining and operating financial management systems required under 2 CFR 200.302;
  - Preparing payment requests and handling payments under 2 CFR 200.305;
  - Non-federal audits required under 2 CFR 200 Subpart F; and
  - Close out under 2 CFR 200.343.
- c. The prohibition does not apply to direct costs for developing a brownfield site(s) area-wide plan and implementation strategy to inform site assessment, cleanup, and subsequent reuse. For example, costs for program management salaries (to the extent that such costs are included in the scope of work for the BF AWP grant), materials and supplies for public meetings, necessary travel and transportation expenses are programmatic, not administrative.

#### **F. Activities Considered “Site-Specific Work” under CERCLA Require EPA Pre-Approval**

- 1. In general, developing an area-wide plan and implementation strategy for the reuse of catalyst, high priority and other brownfield sites(s), is not considered site-specific work under CERCLA.

If the CAR intends to conduct any site-specific work at brownfield sites under this grant, they should be aware that this work is subject to the additional requirements or restrictions set forth in this section.

Subject to prior approval by EPA, a CAR may conduct limited research or technical assistance activities for site-specific assessment or cleanup planning at one or more



brownfields sites within the BF AWP project area. Such activities, if necessary for the project, should constitute a limited portion of the BF AWP project and budget. For example, site-specific assessment and cleanup planning activities that are necessary to help determine feasibility of site cleanup or reuse option(s) may be done if they support the recipient's decision-making and better inform the implementation strategies that are part of the brownfields area-wide plan.

For the purposes of the BF AWP grant, relevant site-specific work activities include brownfield site assessment planning and cleanup planning. Other site-specific work, including but not limited to Phase I or II site assessment and site cleanup, are not eligible activities under this cooperative agreement.

The CAR must contact their EPA grant project officer to initiate and complete the additional approval process required by EPA in order to determine whether the recipient will be able to conduct site-specific assessment or cleanup planning activities. This must be done prior to the CAR incurring any site-specific costs under this cooperative agreement. EPA approval for site-specific assessment or cleanup planning will be based on site eligibility and liability provisions under CERCLA (§ 101(39) and § 107). A recipient who is liable for contamination at a specific brownfields site is prohibited from conducting assessment or cleanup planning at that site using EPA grant funds under the BF AWP Program.

2. The following requirements will apply to all activities that may be considered site-specific work:
  - a. Site-specific planning for conducting a brownfields site assessment (e.g., Phase I or Phase II, etc.) or site-specific cleanup planning at a brownfields site requires EPA approval. A CAR who wishes to conduct research, or provide technical assistance for site-specific assessment or cleanup planning at one or more brownfields sites within the BF AWP project area must receive prior approval from the EPA for those activities. The information that must be provided to EPA includes whether or not the site meets the definition of a brownfield site as defined in CERCLA § 101(39)(A), whether the CAR is a potentially responsible party under CERCLA § 107, and/or defenses to liability.
  - b. Recipients must contact their EPA grant PO to initiate and complete the EPA approval process prior to conducting site-specific work. EPA approval for site-specific work will be based on the site eligibility provisions under CERCLA § 101(39), and the prohibition on use of funds under CERCLA § 104(k)(4)(B)(i)(IV). A CAR who is potentially liable for contamination at a specific brownfields site is prohibited from using EPA grant funds under the BF AWP program for response costs at the site.
  - c. Cooperative agreement funds may not be used to perform site-specific work at any of the following properties:
    - Facilities listed, or proposed for listing, on the National Priorities List (NPL);
    - Facilities subject to unilateral administrative orders, court orders, administrative orders on consent or judicial consent decree issued to or entered by parties under CERCLA;
    - Facilities that are subject to the jurisdiction, custody or control of the United States government except for land held in trust by the United States government for an Indian tribe; or
    - A site excluded from the definition of a brownfields site for which EPA has not made a property-specific funding determination.

Note: If the site is excluded from the general definition of a brownfield in CERCLA § 101(39)(A), but is eligible for a property-specific funding determination under CERCLA § 101(39)(C), then the CAR may request a property-specific funding determination. In their request, the CAR must provide information sufficient for EPA to make a property-specific funding

determination, including how financial assistance will protect human health and the environment, and either promote economic development or enable the creation of, preservation of, or addition to parks, greenways, undeveloped property, other recreational property, or other property used for nonprofit purposes. The CAR must not incur costs for site-specific work at brownfield sites that require a property-specific funding determination by EPA until the EPA PO has advised the recipient that the Agency has determined that the site is eligible.

- d. For any petroleum contaminated brownfield site at which the CAR anticipates engaging in site-specific work, the CAR shall contact the EPA PO and provide sufficient documentation to the EPA prior to incurring costs under this cooperative agreement.
- 1) This includes documenting that:
    - a State has determined that the petroleum site is of relatively low risk, as compared to other petroleum-only sites in the State;
    - the State determines there is “no viable responsible party” for the site;
    - the State determines that the person assessing or investigating the site is a person who is not potentially liable for cleaning up the site; and
    - the site is not subject to any order issued under section 9003(h) of the Solid Waste Disposal Act. This documentation must be prepared by the CAR or the State following contact and discussion with the appropriate petroleum program official.
  - 2) Documentation must include
    - the identity of the State program official contacted;
    - the State official’s telephone number;
    - the date of the contact; and
    - summary of the discussion relating to the state’s determination that the site is of relatively low risk, that there is no viable responsible party and that the person assessing or investigating the site is not potentially liable for cleaning up the site. Other documentation provided by a State to the CAR relevant to any of the determinations by the State must also be provided to the EPA Project Officer.
  - 3) If the State chooses not to make the determinations described above, the CAR must contact the EPA PO and provide the information necessary for EPA to make the requisite determinations.
  - 4) EPA must also make all determinations on the eligibility of petroleum contaminated brownfield sites located on Indian tribal lands. Prior to incurring costs for these sites, the CAR must contact the EPA PO and provide the information necessary for EPA to make such determinations.
- e. The CAR cannot use cooperative agreement funds to pay for a response cost at a site for which the recipient is potentially liable under CERCLA § 107. If the CAR is not potentially liable based on its status as either a Bona Fide Prospective Purchaser (BFPP), Contiguous Property Owner (CPO), or Innocent Land Owner (ILO), the CAR must meet certain ongoing obligations in order to maintain its status. If the CAR fails to meet these obligations, EPA may disallow the costs incurred under this cooperative agreement for any site-specific response activity, as per under CERCLA § 104(k)(7)(C). In general, these continuing obligations include:
- 1) complying with any land use restrictions established or relied on in connection with the response action at the vessel or facility and not impeding the

- effectiveness or integrity of institutional controls;
- 2) taking reasonable steps with respect to hazardous substance releases;
- 3) providing full cooperation, assistance, and access to persons that are authorized to conduct response actions or natural resource restoration; and
- 4) complying with information requests and administrative subpoenas and providing all legally required notices (applies to the criteria for bona fide prospective purchasers and contiguous property owners).

The CAR should refer directly to CERCLA for full description/specific requirements for each of the liability limitations for BFPP, CPO, and ILO; the relevant provisions for these obligations include §§101(35), 101(40), 107(b), 107(q) and 107(r). The CAR should also refer to EPA's Common Elements Guidance at

<http://www2.epa.gov/enforcement/interim-guidance-common-elements-landowner-criteria-qualify-bfpp-cpo-or-ilo-superfund> .

## G. Quarterly Progress Reports

1. In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, 200.328 *monitoring and reporting program performance* ), the CAR agrees to submit quarterly progress reports to the EPA Project Officer within thirty days after each reporting period. These reports shall cover work status, work progress, difficulties encountered, preliminary data results and a statement of activity anticipated during the subsequent reporting period, including a description of equipment, techniques, and materials to be used or evaluated. A discussion of expenditures and financial status for each workplan task, along with a comparison of the percentage of the project completed to the project schedule and an explanation of significant discrepancies shall be included in the report. The report shall also include any changes of key personnel concerned with the project.

Quarterly progress reports must clearly differentiate which activities were completed with EPA funds provided under the BF AWP grant, versus any other funding source used to help accomplish grant activities.

In addition, the report shall include brief information on each of the following areas: 1) a comparison of actual accomplishments to the anticipated outputs/outcomes specified in the cooperative agreement work plan; 2) reasons why anticipated outputs/outcomes were not met; and 3) other pertinent information, including, when appropriate, analysis and explanation of cost overruns or high unit costs. The CAR agrees that it will notify EPA of problems, delays, or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the cooperative agreement work plan.

2. Each quarterly report will also include information on the following:
  - summary of successes/challenges over the past quarter;
  - assistance needed from EPA;
  - narrative update on each workplan task, including:
    - o all community involvement activities held during the reporting period and those expected in the next reporting period;
    - o initiation or completion of key project deliverables and milestones, as identified in this workplan (e.g., existing conditions report, market study, infrastructure analysis, project mapping, etc); and
    - o existing, planned or desired partnership and coordination activities with other entities (e.g., report on efforts to coordinate this project with community-based organizations, local, regional, state, tribal or federal agencies, foundations, etc., and briefly explain why these are relevant to this project).
  - ACRES reporting information:
    - o leveraged funds or resources that help to accomplish the BF AWP project and those leveraged funds/resources that will help implement improvements in the BF AWP project area; and
    - o associated brownfields assessment or cleanup properties within the project area that have already have an ACRES ID

EPA encourages the CAR to also include in their quarterly report any unique project approaches the CAR wishes to highlight, photos of project area/community events, and upcoming opportunities for EPA to participate in local events.



3. Completed workplan deliverables must be submitted to the EPA Project Officer. Completion of workplan deliverables must be documented in quarterly reports.

#### **H. Final Technical Cooperative Agreement Report with Environmental Results**

In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, 200.328 *monitoring and reporting program performance* ), the CAR agrees to submit to the EPA Project Officer within 90 days after the expiration or termination of the approved project period a final technical report on the cooperative agreement and at least one reproducible copy suitable for printing. The final technical report shall document project activities over the entire project period and shall include brief information on each of the following areas: 1) a comparison of actual accomplishments with the anticipated outputs/outcomes specified in the assistance agreement work plan; 2) reasons why anticipated outputs/outcomes were not met; and 3) other pertinent information, including, when appropriate, analysis and explanation of cost overruns or high unit costs. The CAR agrees that it will notify EPA of problems, delays, or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the cooperative agreement workplan.

Example outline for Final Technical Report includes a summary of the following:

- Project Successes (1-2 paragraph narrative summary of overall project successes and/or site specific successes. Include photos or renderings)
- Project Challenges (1-2 paragraph narrative summary of overall project challenges and/or site specific challenges)
- Lessons Learned and Best Practices (e.g., new/unique/standard approaches that really made a difference for your project, materials/approaches developed that are transferable to other communities; opportunities for sharing information, etc.)
- Partnering and Leveraging: Identify significant partnering with other organizations, source and amount of leveraged resources, and any resources leveraged to continue the project after the expiration of the brownfields grant,
- Information reported in ACRES, including
  - o resources leveraged beyond the EPA grant during the project, including how they were used, and any resources leveraged to continue the project after the expiration of the brownfields grant, and
  - o associated brownfields assessment or cleanup properties within the BF AWP project area that have already have an ACRES ID
- Workplan Accomplishments: Provide a summary of accomplishments for each of the grant workplan tasks, and explain why any tasks were not completed (or not completed as anticipated). Include any supporting documents, deliverables or summaries not previously provided.
- Budget: Provide a budget table that compares total budgeted amounts and total amounts spent. Include an analysis and explanation of cost overruns or high unit costs. Identify whether any funds will be returned to EPA

#### **I. Final Brownfields Area-Wide Plan with Implementation Strategies and Next Steps**

1. At the end of the cooperative agreement, the CAR must submit to EPA a final brownfields area-wide plan, complete with a thorough plan implementation strategy. An electronic file containing the brownfields area-wide plan and implementation strategy must be provided to EPA. A printed copy in addition to the electronic copy will also be accepted by EPA.
2. The final brownfields area-wide plan and implementation strategy will tie together the BF AWP activities and deliverables included in this workplan, and will describe the CAR's process.  
It must include at minimum:
  - priorities for brownfields site reuse as identified by the community and through an analysis of area and site existing conditions;
  - proposed brownfield site reuses for the catalyst, high priority brownfield sites identified in the workplan; and
  - what next steps/actions are needed near-term versus long-term. For example:
    - o what brownfields site assessment/cleanup will be needed (if known)
    - o what site improvements and other improvements to the area are needed
    - o who is going to lead each effort (partners involved or needed)
    - o amount and sources of funding/investment in area needed
3. If the CAR posts on-line the final brownfields area-wide plan and implementation

strategies, the CAR must provide EPA with the appropriate weblink, in addition to the electronic file. EPA intends to publicly share the weblink by posting it alongside those of other BF AWP projects.

### III. ENVIRONMENTAL REQUIREMENTS

#### A. Quality Assurance (QA) Requirements

If required by the EPA Regional quality assurance program, acceptable Quality Assurance Project Plan (QAPP) documentation must be submitted to the EPA Project Officer before the recipient can begin any activity that uses existing environmental data for brownfields area-wide plan and implementation strategy development. The grantee must consult with the EPA project officer to determine whether a QAPP will be required, based on the tasks and activities in the grantee's workplan. If required, a QAPP which meets the approval of EPA Region must be prepared by the grantee XX days before the start of the activities that will use environmental data. No work involving the compilation of data from literature, existing reports, studies or electronic media, or environmental modeling, shall be initiated under this project until the EPA Project Officer, in concert with the EPA regional quality assurance program, has determined whether a QAPP is necessary and if so, has approved the quality assurance documentation (see requirements at 2 CFR 1500.11). Additional information on these requirements can be found at the EPA Office of Grants and Debarment Web Site: <http://www.epa.gov/ogd/grants/assurance.htm>.

Generating environmental data is generally not anticipated under this cooperative agreement.

#### B. Collection of Post Grant Information

Under the Government Performance and Results Act, the EPA reports on the many benefits of Brownfields funding. One such measure provides information on additional resources leveraged as a result of the use of brownfields grant funds. These leveraged, non-EPA funds may include additional funding from state, tribal, and local governments, or private organizations. As many of these activities occur beyond the grant period, the EPA may contact the CAR well after the project period ends to collect this information.

#### C. Climate Change Considerations

As recipients develop the brownfields area-wide plan and implementation strategy, they must consider whether the proposed reuses for brownfield site(s) and other land in the project area are appropriate, given local changing climate conditions (e.g., sea level rise, site proximity to a flood plain, likelihood of increased major storm events, drought conditions, etc.). Recipients may additionally consider the degree to which the proposed reuses in the project area can be designed to reduce greenhouse gas discharges, reduce energy use or employ alternative energy sources, reduce volume of wastewater generated/disposed, reduce volume of materials taken to landfills, reduce stormwater run-off, improve air quality, and recycle and re-use materials generated during the cleanup and reuse process, to the maximum extent practicable.

To demonstrate compliance with this term and condition, the CAR is encouraged to use the *BF AWP GRANTEE CHECKLIST: How to Address Changing Climate Concerns in Your Brownfields Area-Wide Planning Project* found at

[http://www.epa.gov/brownfields/pdfs/EPA\\_OBLR\\_2014\\_AWP\\_GranTEE\\_Checklist\\_Layout\\_v5.pdf](http://www.epa.gov/brownfields/pdfs/EPA_OBLR_2014_AWP_GranTEE_Checklist_Layout_v5.pdf).

### IV. PAYMENT AND CLOSEOUT

#### A. Payment Schedule

The CAR may request payment from EPA pursuant to 2 CFR 200.305.

1. FY13 Brownfields Area-Wide Planning Program: Cooperative Agreement Terms and Conditions

#### B. Schedule for Closeout

1. Closeout will be conducted in accordance with 2 CFR 200.343, as appropriate. EPA will close out the award when it determines that all applicable administrative actions and all required work of the grant have been completed.

2. The CAR, within 90 days after the expiration or termination of the cooperative agreement, must submit all financial, performance, and other reports required as a condition of the grant.
3. At the end of the cooperative agreement, the CAR must refund to the Federal agency any balance of unobligated (unencumbered) cash advanced on the cooperative agreement.

**- END OF DOCUMENT -**



# Accounts Payable

## To Be Paid Proof List

User: Shellym  
 Printed: 07/02/2015 - 1:01PM  
 Batch: 00017.06.2015 - FISCAL YEAR 14/15



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
A AND A DRILLING SERVICE, INC.									
000049									
44567	6/24/2015	322.00	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.				BIT SHARPENING					
44567 Total:		322.00							
A AND A DRILLING SER		322.00							
AMERICAN SECURITY ALARMS, INC.									
001384									
72405	6/25/2015	166.25	0.00	07/02/2015				False	0
001-004-470000 Building Expense				ALARM SERVICE WORK- NOT QUARTERLY					
72405 Total:		166.25							
AMERICAN SECURITY A		166.25							
ANDERSON'S WESTERN SALES									
001708									
168682	6/26/2015	35.63	0.00	07/02/2015				False	0
018-019-501000 Operating Materials				MATERIALS					
168682	6/26/2015	35.62	0.00	07/02/2015				False	0
018-020-501000 Operating Materials & Supplies				MATERIALS					
168682 Total:		71.25							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
ANDERSON'S WESTERN		71.25							
CARLSON, VIRGINIA CARLS.VI JUNE30 2015	6/30/2015	236.90	0.00	07/02/2015				False	0
001-100-490000 Professional development				6/25-27/15 TRAVEL EXPENSE TO BEND, REGARDS TC					
JUNE30 2015 Total:		236.90							
CARLSON, VIRGINIA To		236.90							
CENTERLOGIC, INC. 011595 29739	6/18/2015	2,114.98	0.00	07/02/2015				False	0
010-302-653200 Telemmetry System Upgrade				THINK PADS FOR TELEMETRY PROJECT					
29739 Total:		2,114.98							
29785	6/17/2015	44.32	0.00	07/02/2015				False	0
001-100-500000 Information services				IT SERVICES					
29785	6/17/2015	88.72	0.00	07/02/2015				False	0
001-103-500000 Information services				IT SERVICES					
29785	6/17/2015	44.32	0.00	07/02/2015				False	0
001-104-500000 Information services				IT SERVICES					
29785	6/17/2015	386.75	0.00	07/02/2015				False	0
001-002-500000 Computer System Maint.				IT SERVICES					
29785	6/17/2015	44.32	0.00	07/02/2015				False	0
001-105-500000 Information services				IT SERVICES					
29785	6/17/2015	44.32	0.00	07/02/2015				False	0
012-102-500000 Information services				IT SERVICES					
29785	6/17/2015	177.35	0.00	07/02/2015				False	0
012-106-500000 Information services				IT SERVICES					
29785	6/17/2015	221.75	0.00	07/02/2015				False	0
013-402-500000 Information services				IT SERVICES					
29785	6/17/2015	177.40	0.00	07/02/2015				False	0
013-403-500000 Information services				IT SERVICES					
29785	6/17/2015	1,217.50	0.00	07/02/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
017-017-500000 Computer System Maint.				IT SERVICES					
29785	6/17/2015	157.50	0.00	07/02/2015				False	0
017-417-500000 Information Tech				IT SERVICES					
29785	6/17/2015	32.50	0.00	07/02/2015				False	0
018-019-500000 Computer System Maint.				IT SERVICES					
29785	6/17/2015	32.50	0.00	07/02/2015				False	0
018-020-500000 Computer System Maint.				IT SERVICES					
29785	6/17/2015	295.00	0.00	07/02/2015				False	0
001-104-500000 Information services				IT SERVICES					
29785 Total:		2,964.25							
CENTERLOGIC, INC. To		5,079.23							
CINTAS CORPORATION-463									
006830									
463499278	6/17/2015	38.84	0.00	07/02/2015				False	0
013-403-470000 Building				MATERIALS					
463499278 Total:		38.84							
CINTAS CORPORATION		38.84							
CITY OF COLUMBIA CITY									
007370									
JUNE26 2015	6/26/2015	69.07	0.00	07/02/2015				False	0
017-417-459000 Utilities				ACCT 001754-001 1215 4TH ST WTP					
JUNE26 2015 Total:		69.07							
CITY OF COLUMBIA CIT		69.07							
CITY OF PORTLAND									
025636									
10188693	6/29/2015	2,067.50	0.00	07/02/2015				False	0
018-019-472000 Lab Testing				LAB SERVICES APRIL-JUNE 2015					



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
10188693	6/29/2015	2,067.50	0.00	07/02/2015				False	0
018-020-472000 Lab Testing					LAB SERVICES APRIL-JUNE 2015				
10188693 Total:		4,135.00							
CITY OF PORTLAND Tot		4,135.00							
CITY OF SCAPPOOSE									
SCAPPOOS									
JUNE24 2015	6/24/2015	2,353.65	0.00	07/02/2015				False	0
001-105-554000 Contract Services					BUILDING OFFI CIAL SERVICES 5/25-6/24/15				
JUNE24 2015 Total:		2,353.65							
CITY OF SCAPPOOSE To		2,353.65							
CODE PUBLISHING, INC.									
007162									
50196	6/25/2015	940.95	0.00	07/02/2015				False	0
012-102-554000 Contractual/consulting serv					MUNI CODE UPDATE 6/20/15				
50196 Total:		940.95							
CODE PUBLISHING, INC		940.95							
COLUMBIA CO. SHERIFF'S DEPT.									
007600									
0002526	6/25/2015	37.50	0.00	07/02/2015				False	0
001-000-341000 Fines					RESTITUTION FOR RANDALL MOWATT				
0002526 Total:		37.50							
COLUMBIA CO. SHERIF		37.50							

COLUMBIA CO. TREASURER

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
007701									
JUNE28 2015	6/28/2015	277.00	0.00	07/02/2015				False	0
001-000-235000 State Assessments				JAIL ASSESSMENTS FOR MAY 2015					
JUNE28 2015	6/28/2015	251.00	0.00	07/02/2015				False	0
001-000-235000 State Assessments				COUNTY ASSESSMENTS FOR MAY 2015					
JUNE28 2015	6/28/2015	-52.80	0.00	07/02/2015				False	0
001-000-204000 Bail Deposit				LESS COURT COSTS					
	JUNE28 2015 Total:	475.20							
	COLUMBIA CO. TREASU	475.20							
COLUMBIA RIVER P.U.D.									
008325									
0002533	6/25/2015	37.50	0.00	07/02/2015				False	0
001-000-341000 Fines				RESTITUTION FOR LORI BRADFORD					
	0002533 Total:	37.50							
	COLUMBIA RIVER P.U.D	37.50							
COMPLETE CARPET & RESTORATION									
008609									
752525	6/22/2015	181.50	0.00	07/02/2015				False	0
001-004-470000 Building Expense				CHAIR AND SPOT CLEANING					
	752525 Total:	181.50							
	COMPLETE CARPET & R	181.50							
CONSOLIDATED SUPPLY									
009000									
S7210639.004	6/15/2015	-25.00	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.				CREDIT FOR CUSTOMER SERVICE GUARANTEE					
	S7210639.004 Total:	-25.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
S7335988.001	6/12/2015	53.38	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.				CYLINDER VALVE ADAPTER					
S7335988.001 Total:		53.38							
S734566.002	6/18/2015	946.80	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.				LOCKING BALL VALVE					
S734566.002 Total:		946.80							
S7359125.001	1/1/1850	442.32	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.				COPPER TUBE					
S7359125.001 Total:		442.32							
CONSOLIDATED SUPPL		1,417.50							
CORNELIUS, PATRICIA ANN									
P.CORNEL									
0002530	6/25/2015	25.00	0.00	07/02/2015				False	0
001-000-341000 Fines				RESTITUTION ROBERT SEASTONE					
0002530 Total:		25.00							
CORNELIUS, PATRICIA A		25.00							
COUNTRY MEDIA INC.									
006800									
182708	6/10/2015	120.00	0.00	07/02/2015				False	0
012-101-526000 Advertisements				ACCT 22481 ADVERTISEMENT					
182708 Total:		120.00							
184070	6/17/2015	94.96	0.00	07/02/2015				False	0
012-101-526000 Advertisements				ACCT 22481 SURPLUS SALE AD					
184070 Total:		94.96							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
COUNTRY MEDIA INC. T		214.96							
DAHLGREN BUILDERS SUPPLY									
009800									
JUNE25 2015	6/25/2015	17.98	0.00	07/02/2015				False	0
011-011-505000 Street Signs					MATERIALS ACCT 10026				
JUNE25 2015	6/25/2015	56.84	0.00	07/02/2015				False	0
001-005-501000 Operating Materials & Supp					MATERIALS ACCT 10026				
JUNE25 2015 Total:		74.82							
DAHLGREN BUILDERS		74.82							
DIMSHO, JENNIFER									
DIMSHO									
JUNE20 2015	6/29/2015	19.50	0.00	07/02/2015				False	0
012-101-490000 Professional development					TRAVEL EXP REGARDS 2 RURAL CONF 6/25-27/2015				
JUNE20 2015 Total:		19.50							
DIMSHO, JENNIFER Tota		19.50							
E2C CORPORATION									
E2C									
3705	6/25/2015	644.65	0.00	07/02/2015				False	0
008-008-558104 Events					LIQUOR LIABILITY INSURANCE, ALLEN FINANCI				
3705 Total:		644.65							
E2C CORPORATION Tota		644.65							
EAGLE STAR ROCK PRODUCTS, INC.									
010970									
29494	6/23/2015	545.52	0.00	07/02/2015				False	0
018-021-501000 Operating Materials & Supplies					ROCK S 6TH ST				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
29494 Total:		545.52							
29508	6/25/2015	122.85	0.00	07/02/2015				False	0
010-302-653201 Water main replacement				ROCK S 2ND ST					
29508 Total:		122.85							
EAGLE STAR ROCK PRO		668.37							
ENNIS PAINT									
011409									
00046480	6/17/2015	3,119.90	0.00	07/02/2015				False	0
011-011-501000 Operating Materials & Supp				TRAFFIC PAINT					
00046480 Total:		3,119.90							
ENNIS PAINT Total:		3,119.90							
GRAICHEN, JACOB A.									
014039									
JUNE30 2015	6/30/2015	740.54	0.00	07/02/2015				False	0
001-104-490000 Professional development				TRAVEL EXP-REGARDS TO RURAL CONF 6/25-27/201					
JUNE30 2015 Total:		740.54							
GRAICHEN, JACOB A. T		740.54							
H.D. FOWLER CO.									
012650									
I3950860	6/17/2015	104.00	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.				METER BOXES					
I3950860 Total:		104.00							
I3952072	6/18/2015	219.08	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.				TRAFFIC REPAIR KIT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
I3952072 Total:		219.08							
I3956855	6/23/2015	1,855.79	0.00	07/02/2015				False	0
017-017-501000 Operating Materials & Sup.			MATERIALS						
I3956855 Total:		1,855.79							
H.D. FOWLER CO. Total:		2,178.87							
HASTINGS COMMUNICATIONS, INC.									
014675									
1506081	6/15/2015	315.00	0.00	07/02/2015				False	0
001-004-500000 Computer Maintenance			TROUBLESHOOT NETWORK CONNECTIONS 6/8/15						
1506081 Total:		315.00							
HASTINGS COMMUNIC		315.00							
INGRAM LIBRARY SERVICES, INC.									
016240									
84981656	5/1/2015	52.75	0.00	07/02/2015				False	0
001-004-511000 Printed Materials			BOOKS						
84981656 Total:		52.75							
84981657	5/1/2015	934.21	0.00	07/02/2015				False	0
001-004-511000 Printed Materials			BOOKS						
84981657 Total:		934.21							
84981658	5/1/2015	19.17	0.00	07/02/2015				False	0
001-004-511000 Printed Materials			BOOKS						
84981658 Total:		19.17							
84981659	5/1/2015	24.11	0.00	07/02/2015				False	0
001-004-511000 Printed Materials			BOOKS						



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
84981659 Total:		24.11							
84981660	5/1/2015	14.16	0.00	07/02/2015				False	0
001-004-511000 Printed Materials		BOOKS							
84981660 Total:		14.16							
85830837	6/17/2015	-35.94	0.00	07/02/2015				False	0
001-004-511000 Printed Materials		CREDIT							
85830837 Total:		-35.94							
85873816	6/19/2015	-16.80	0.00	07/02/2015				False	0
001-004-511000 Printed Materials		CREDIT							
85873816 Total:		-16.80							
INGRAM LIBRARY SERV		991.66							
INTEGRA TELECOM, INC.									
016479									
13078610	6/21/2015	399.41	0.00	07/02/2015				False	0
001-002-458000 Telephone Expense		TELEPHONE							
13078610	6/21/2015	58.28	0.00	07/02/2015				False	0
012-106-480000 Postage		TELEPHONE							
13078610	6/21/2015	1,188.91	0.00	07/02/2015				False	0
012-107-458000 Telecommunication expense		TELEPHONE							
13078610	6/21/2015	48.80	0.00	07/02/2015				False	0
017-017-458000 Telephone Expense		TELEPHONE							
13078610	6/21/2015	557.51	0.00	07/02/2015				False	0
017-417-458000 Telephone expense		TELEPHONE							
13078610	6/21/2015	200.51	0.00	07/02/2015				False	0
013-403-458000 Telecommunication expense		TELEPHONE							
13078610	6/21/2015	177.24	0.00	07/02/2015				False	0
018-019-458000 Telecommunication Expense		TELEPHONE							
13078610	6/21/2015	177.23	0.00	07/02/2015				False	0
018-020-458000 Telecommunication Expense		TELEPHONE							
13078610	6/21/2015	709.27	0.00	07/02/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
018-022-458000 Telecommunication expense				TELEPHONE					
13078610	6/21/2015	293.23	0.00	07/02/2015				False	0
001-004-458000 Telephone Expense				TELEPHONE					
13078610 Total:		3,810.39							
INTEGRA TELECOM, IN		3,810.39							
ISLAND CREATIVE SERVICES									
016016									
FWN19991	4/1/2015	450.00	0.00	07/02/2015				False	0
008-008-451000 Media Expense				MARINA LISTING					
FWN19991 Total:		450.00							
ISLAND CREATIVE SER		450.00							
JONES, NATHAN									
017110									
JUNE25 2015	6/25/2015	72.78	0.00	07/02/2015				False	0
009-208-457000 Supplies				LSTA SUPPLIES					
JUNE25 2015 Total:		72.78							
JUNE29 2015	6/29/2015	180.00	0.00	07/02/2015				False	0
001-004-517000 Library Program				SUMMER READING PROGRAM INCENTIVES					
JUNE29 2015 Total:		180.00							
JONES, NATHAN Total:		252.78							
JORDAN RAMIS PC									
030274									
JUNE30 2015	6/30/2015	745.20	0.00	07/02/2015				False	0
012-101-454000 Attorney				LEGAL SERVICES					
JUNE30 2015	6/30/2015	1,161.30	0.00	07/02/2015				False	0
001-104-454000 Attorney				LEGAL SERVICES					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
JUNE30 2015	6/30/2015	606.00	0.00	07/02/2015				False	0
009-209-554120 Urban renewal review				LEGAL SERVICES					
JUNE30 2015	6/30/2015	72.00	0.00	07/02/2015				False	0
018-018-454000 Attorney Expense				LEGAL SERVICES					
JUNE30 2015	6/30/2015	240.00	0.00	07/02/2015				False	0
018-019-554000 Contractual/Consulting Serv				LEGAL SERVICES					
JUNE30 2015 Total:		2,824.50							
JORDAN RAMIS PC Tota		2,824.50							
LANDRETH, KENNY L.									
LANDRE.K									
0002534	6/25/2015	25.00	0.00	07/02/2015				False	0
001-000-341000 Fines				RESTITUTION ASHLEY GRAY					
0002534 Total:		25.00							
LANDRETH, KENNY L. T		25.00							
LEAF									
018101									
5788786	6/25/2015	170.00	0.00	07/02/2015				False	0
012-107-502000 Equipment expense				FY 14/15 COPIER CONTRACT					
5788786 Total:		170.00							
LEAF Total:		170.00							
LYLE SIGNS, INC.									
019250									
000032114	6/23/2015	1,734.00	0.00	07/02/2015				False	0
011-011-505000 Street Signs				STREET SIGNS					
000032114 Total:		1,734.00							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
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LYLE SIGNS, INC. Total:		1,734.00							
MCALEER, LAW OFFICE OF ERIN BRADLEY									
MCALEER									
JUNE15 2015	6/15/2015	76.00	0.00	07/02/2015				False	0
001-103-554000	Contractual/consulting serv				LEGAL SERVICES NICHOLAS ULCH				
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JUNE15 2015 Total:		76.00							
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MCALEER, LAW OFFICE		76.00							
METROPRESORT									
020292									
474189	7/1/2015	2,755.63	0.00	07/02/2015				False	0
012-106-554000	Contractual/consulting serv				SENDING WATER BILLINGS				
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474189 Total:		2,755.63							
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METROPRESORT Total:		2,755.63							
MIDWEST TAPE									
020427									
92948859	6/18/2015	14.99	0.00	07/02/2015				False	0
001-004-483000	Audio Materials				MATERIALS				
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92948859 Total:		14.99							
92948880									
6/18/2015	91.93	0.00	07/02/2015				False	0	
001-004-483000	Audio Materials				MATERIALS				
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92948880 Total:		91.93							
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MIDWEST TAPE Total:		106.92							
NURNBERG SCIENTIFIC									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
021703									
0143461-IN	6/15/2015	41.72	0.00	07/02/2015				False	0
018-019-501000 Operating Materials				CHEMICALS					
0143461-IN	6/15/2015	41.72	0.00	07/02/2015				False	0
018-020-501000 Operating Materials & Supplies				CHEMICALS					
0143461-IN Total:		83.44							
NURNBERG SCIENTIFIC		83.44							
OHA-DRINKING WATER SERVICES									
021743									
JUN26 2015	6/26/2015	52.50	0.00	07/02/2015				False	0
013-403-490000 Professional development				BACKFLOW ASSEMBLY TESTER RENEWAL					
JUN26 2015 Total:		52.50							
OHA-DRINKING WATER		52.50							
OLIVER, JONATHAN LEE									
OLIVER.J									
0002535	6/25/2015	40.50	0.00	07/02/2015				False	0
001-000-341000 Fines				RESTITUTION SHAWN CRANE					
0002535 Total:		40.50							
OLIVER, JONATHAN LE		40.50							
ONE CALL CONCEPTS, INC.									
021950									
5060475	6/30/2015	35.64	0.00	07/02/2015				False	0
017-017-554000 Contractual/Consult Serv.				MODEM DELIVERY TICKETS JUNE 2015					
5060475	6/30/2015	35.64	0.00	07/02/2015				False	0
018-018-554000 Contractual/Consulting Serv				MODEM DELIVERY TICKETS JUNE 2015					
5060475 Total:		71.28							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
ONE CALL CONCEPTS,		71.28							
OREGON DEPT. OF REVENUE 023202									
JUNE28 2015	6/28/2015	2,802.57	0.00	07/02/2015				False	0
001-000-235000 State Assessments				CRIMINAL ASSESSMENTS FOR MAY 2015					
JUNE28 2015 Total:		2,802.57							
OREGON DEPT. OF REV		2,802.57							
PAPE' MATERIAL HANDLING EXCHANGE 024755									
7458583	6/18/2015	900.40	0.00	07/02/2015				False	0
011-011-501000 Operating Materials & Supp				ROCK HAMMER					
7458583 Total:		900.40							
PAPE' MATERIAL HAND		900.40							
PARR LUMBER 025015									
1247247	6/25/2015	2,363.84	0.00	07/02/2015				False	0
001-005-501000 Operating Materials & Supp				LUMBER					
1247247 Total:		2,363.84							
PARR LUMBER Total:		2,363.84							
PEAK ELECTRIC GROUP, LLC PEAK.ELE									
150056	6/26/2015	569.00	0.00	07/02/2015				False	0
001-004-470000 Building Expense				RAISE 2 PENDANT HUNG LIGHT FIXTURES					



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
150056 Total:		569.00							
PEAK ELECTRIC GROU		569.00							
PETTY CASH-JENNIFER JOHNSON									
018758									
JUNE30 2015	6/30/2015	7.46	0.00	07/02/2015				False	0
012-102-524000 Special projects				JUNE BIRTHDAY CARDS					
JUNE30 2015	6/30/2015	24.00	0.00	07/02/2015				False	0
012-107-457000 Office supplies				BREAK ROOM COFFEE					
JUNE30 2015	6/30/2015	6.98	0.00	07/02/2015				False	0
001-100-473000 Miscellaneous				YOUTH COUNCIL SNACKS					
JUNE30 2015	6/30/2015	12.47	0.00	07/02/2015				False	0
001-100-473000 Miscellaneous				COUNCIL SNACKS					
JUNE30 2015	6/30/2015	17.50	0.00	07/02/2015				False	0
001-000-354000 Misc Revenue				REFUND PUB RECORDS DEPOSIT					
JUNE30 2015	6/30/2015	25.00	0.00	07/02/2015				False	0
012-102-473000 Miscellaneous				CONTRIB TO MAGNOLIA TREE FOR DEATH OF TERF					
JUNE30 2015	6/30/2015	11.59	0.00	07/02/2015				False	0
001-100-473000 Miscellaneous				YOUTH COUNCIL SNACKS					
JUNE30 2015	6/30/2015	10.80	0.00	07/02/2015				False	0
001-100-473000 Miscellaneous				COUNCIL SNACKS					
JUNE30 2015	6/30/2015	53.88	0.00	07/02/2015				False	0
001-100-473000 Miscellaneous				PARADE CANDY					
JUNE30 2015	6/30/2015	20.00	0.00	07/02/2015				False	0
001-000-354000 Misc Revenue				PUB RECORDS REFUND					
JUNE30 2015	6/30/2015	220.00	0.00	07/02/2015				False	0
001-103-465000 Jury / witness fees				JURY DUTY PAY					
JUNE30 2015	6/30/2015	2.00	0.00	07/02/2015				False	0
009-209-554100 Environmental review				STICKERS FRO WATERFRONT DEV OPEN HOUSE					
JUNE30 2015	6/30/2015	11.98	0.00	07/02/2015				False	0
013-403-490000 Professional development				SAFETY MEETING DONUTS					
JUNE30 2015	6/30/2015	19.25	0.00	07/02/2015				False	0
012-106-457000 Office supplies				PETTY CASH BOX					
JUNE30 2015	6/30/2015	5.00	0.00	07/02/2015				False	0
001-100-473000 Miscellaneous				SNACKS JR COUNCIL					
JUNE30 2015	6/30/2015	24.00	0.00	07/02/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
012-107-457000 Office supplies				BREAKROOM COFFEE THAD					
JUNE30 2015	6/30/2015	40.00	0.00	07/02/2015				False	0
012-107-457000 Office supplies				FLOWER PLANTERS					
JUNE30 2015	6/30/2015	30.00	0.00	07/02/2015				False	0
001-000-318000 Fines- Library				LOST BOOK FOUND REFUNDS					
JUNE30 2015	6/30/2015	90.00	0.00	07/02/2015				False	0
001-004-517000 Library Program				GIFT CERTIFICATES FOR SRP INCENTIVES					
JUNE30 2015 Total:		631.91							
PETTY CASH-JENNIFER		631.91							
PITNEY BOWES									
025600									
409281	7/3/2015	261.50	0.00	07/02/2015				False	0
012-106-502000 Equipment expense				4/1-6/30/15 RENTAL CONTRACT. 14/15 FY					
409281 Total:		261.50							
PITNEY BOWES Total:		261.50							
POORMAN, CHRIS									
POORMAN									
0002532	6/25/2015	25.00	0.00	07/02/2015				False	0
001-000-341000 Fines				RESTITUTION ANDREW WEIR					
0002532 Total:		25.00							
POORMAN, CHRIS Total		25.00							
QUILL CORP.									
026700									
5086029	6/15/2015	263.97	0.00	07/02/2015				False	0
001-004-519000 Furnishing/Shelving Exp				SUPPLIES					
5086029 Total:		263.97							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
5096307	6/15/2015	73.65	0.00	07/02/2015				False	0
001-004-457000 Office Supplies				SUPPLIES					
5096307 Total:		73.65							
5106374	6/16/2015	8.48	0.00	07/02/2015				False	0
001-004-457000 Office Supplies				SUPPLIES					
5106374 Total:		8.48							
5141858	6/17/2015	7.34	0.00	07/02/2015				False	0
001-004-457000 Office Supplies				SUPPLIES					
5141858 Total:		7.34							
5141859	6/17/2015	40.52	0.00	07/02/2015				False	0
001-004-457000 Office Supplies				SUPPLIES					
5141859 Total:		40.52							
5147075	6/16/2015	17.90	0.00	07/02/2015				False	0
001-004-457000 Office Supplies				SUPPLIES					
5147075 Total:		17.90							
QUILL CORP. Total:		411.86							
ROTHWILSON, BLAIR MIKAL									
ROTHWILS									
0002528	6/25/2015	43.60	0.00	07/02/2015				False	0
001-000-341000 Fines				RESTITUTION FOR REBECCA STOTTS					
0002528 Total:		43.60							
ROTHWILSON, BLAIR M		43.60							
SAFEWAY									
SAFEWAY									
0002529	6/25/2015	30.52	0.00	07/02/2015				False	0



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
001-000-341000 Fines				RESTITUTION FOR TRACY JUSTICE					
0002529 Total:		30.52							
0002536	6/25/2015	402.89	0.00	07/02/2015				False	0
001-000-341000 Fines				RESTITUTION FOR CHANNING LACEY					
0002536 Total:		402.89							
SAFEWAY Total:		433.41							
SHEDCO									
SHEDCO									
JUNE29 2015	6/29/2015	753.63	0.00	07/02/2015				False	0
009-201-558115 Before I Die project				REIMBURSEMENT FOR 'BEFORE I DIE WALL.'					
JUNE29 2015 Total:		753.63							
SHEDCO Total:		753.63							
SNYDER, THE LAW OFFICE OF NOEL									
018045									
61715	6/17/2015	220.00	0.00	07/02/2015				False	0
001-103-554000 Contractual/consulting serv				LEGAL SERVICES JOSHUA KEMP					
61715 Total:		220.00							
SNYDER, THE LAW OFF		220.00							
STAPLES BUSINESS ADVANTAGE									
031983									
8034902652	6/20/2015	29.95	0.00	07/02/2015				False	0
012-107-457000 Office supplies				SUPPLIES					
8034902652	6/20/2015	27.04	0.00	07/02/2015				False	0
001-103-457000 Office supplies				SUPPLIES					
8034902652	6/20/2015	11.18	0.00	07/02/2015				False	0
001-105-457000 Office supplies				SUPPLIES					

Invoice Number Account Number	Invoice Date	Amount	Quantity	Payment Date Description	Task Label	Type Reference	PO #	Close PO	Line #
8034902652 Total:		68.17							
STAPLES BUSINESS AD		68.17							
SUPRY, AMANDA SUPRY.A 002531 001-000-341000 Fines	6/25/2015	25.00	0.00	07/02/2015 RESTITUTION GEORGETTE SCHILLER				False	0
002531 Total:		25.00							
SUPRY, AMANDA Total:		25.00							
TRAFFIC SAFETY SUPPLY CO., INC 033600 999262 011-011-501000 Operating Materials & Supp	6/17/2015	363.92	0.00	07/02/2015 GLASS BEADS				False	0
999262 Total:		363.92							
TRAFFIC SAFETY SUPP		363.92							
VERIZON WIRELESS 000720 9747671355 013-402-458000 Telecommunication expense 9747671355 013-403-458000 Telecommunication expense 9747671355 017-417-458000 Telephone expense 9747671355 018-019-458000 Telecommunication Expense 9747671355 018-020-458000 Telecommunication Expense 9747671355	6/20/2015 6/20/2015 6/20/2015 6/20/2015 6/20/2015 6/20/2015 6/20/2015	95.70 317.20 97.22 28.13 21.10 21.10	0.00 0.00 0.00 0.00 0.00 0.00	07/02/2015 CELL PHONES CITY 07/02/2015 CELL PHONES CITY 07/02/2015 CELL PHONES CITY 07/02/2015 CELL PHONES CITY				False False False False False False	0 0 0 0 0 0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
018-022-458000 Telecommunication expense					CELL PHONES CITY				
9747671355	6/20/2015	1,406.25	0.00	07/02/2015				False	0
001-002-458000 Telephone Expense					CELL PHONES POLICE 14/15				
9747671355 Total:		1,986.70							
VERIZON WIRELESS To		1,986.70							
VERNON, VICKI R.									
034920									
JUNE25 2015	6/25/2015	1,040.00	0.00	07/02/2015				False	0
001-103-554000 Contractual/consulting serv					JOSEPH KRUGER LEGAL SERVICES 12/9/14-6/23/16				
JUNE25 2015 Total:		1,040.00							
VERNON, VICKI R. Total		1,040.00							
WILCOX & FLEGEL									
037003									
C162778-IN	6/10/2015	701.76	0.00	07/02/2015				False	0
001-005-531000 Gasoline Expense					GAS PARKS				
C162778-IN Total:		701.76							
C163120-IN	6/18/2015	3,444.09	0.00	07/02/2015				False	0
013-403-531000 Gasoline					GAS OR ST SHOP				
C163120-IN Total:		3,444.09							
C163357-IN	6/24/2015	121.64	0.00	07/02/2015				False	0
013-403-531000 Gasoline					GAS #34				
C163357-IN Total:		121.64							
C163667-IN	6/29/2015	1,022.12	0.00	07/02/2015				False	0
001-005-531000 Gasoline Expense					GAS PARKS				
C163667-IN Total:		1,022.12							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

WILCOX & FLEGEL Tota	5,289.61								
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YOUNG, ADAM

A.YOUNG

0002537

6/26/2015

107.75

0.00

07/02/2015

False

0

001-000-204000 Bail Deposit

BOND TRANSFER ADAM YOUNG

0002537 Total:	107.75								
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YOUNG, ADAM Total:	107.75								
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Report Total:	55,306.42								
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## City of St. Helens

### *Consent Agenda for Approval*

## CITY COUNCIL MINUTES

Presented for approval on this 12<sup>th</sup> day of August, 2015 are the following Council minutes:

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2015

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- Regular Session Minutes dated July 8, 2015

#### **After Approval of Council Minutes:**

- ☐ Scan as PDF Searchable
- ☐ Make one double-sided, hole-punched copy and send to Library Reference
- ☐ Minutes related to hearings and deliberations get copied to working file
- ☐ Save PDF in Minutes folder
- ☐ Update file name of Word document
- ☐ Copy Word document into Council minutes folder on Administration drive
- ☐ Post PDFs to website
- ☐ Email minutes to distribution list
- ☐ Add minutes to HP Trim
- ☐ File Original in Vault

# City of St. Helens CITY COUNCIL

## Regular Session Minutes

July 8, 2015

**Members Present:** Randy Peterson, Mayor (by phone starting at 7:30 p.m.)  
Doug Morten, Council President  
Keith Locke, Councilor  
Susan Conn, Councilor  
Ginny Carlson, Councilor

**Staff Present:** John Walsh, City Administrator (by phone starting at 7:30 p.m.)  
Jon Ellis, Finance Director  
Kathy Payne, City Recorder  
Margaret Jeffries, Library Director  
Terry Moss, Police Chief  
Neal Sheppard, Public Works Operations Director  
Sue Nelson, Public Works Engineering Director  
Jamin Coy, Police Officer  
Joe Hogue, Sergeant  
Dylan Gaston, Police Officer  
Jacob Graichen, City Planner

**Others:** Mark Miller



**7:00PM – Call Regular Session to Order** – Council President Morten

**Pledge of Allegiance** – Council President Morten

### **Oath of Office**

Judge Cindy Phillips administered the oath of office to new Police Officer Jamin Coy. Welcome aboard, Jamin!!

### **Invitation to Citizens for Public Comment**

No visitor comments.

### **Ordinances – Final Readings**

- A. **Ordinance No. 3191:** An Ordinance Adopting a Parks & Trails Master Plan as an Addendum to the City of St. Helens Comprehensive Plan

Council President Morten read Ordinance No. 3191 by title for the final time. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3191. [Ayes: Locke, Carlson, Conn, Morten; Nays: None]

### **Approve and/or Authorize for Signature**

- A. Materials & Services Contract with ECONorthwest for Economic Analysis Services  
B. Request for Qualifications for Area-Wide Framework Plan for Waterfront Redevelopment  
C. Contract Payments



**Motion:** Upon Conn's motion and Carlson's second, the Council unanimously approved 'A' through 'C' above.

#### **Consent Agenda for Acceptance**

- A. Parks Commission Minutes dated April 20, 2015
- B. Library Board Minutes dated May 21, 2015
- C. Arts & Cultural Commission Minutes dated April 2 and June 9, 2015
- D. Accounts Payable Bill List

**Motion:** Upon Locke's motion and Carlson's second, the Council unanimously accepted 'A' through 'D' above.

#### **Consent Agenda for Approval**

- A. Animal Facility Licenses (Clure)
- B. Street Closure Request: Part of Jakobi Street for Block Party – July 18, 2015
- C. Council Work Session, Public Hearing and Regular Session Minutes dated June 3 & 17, 2015
- D. Exclusive Use Permit: Women's Softball at Campbell Park – August 10 thru September 30, 2015
- E. Accounts Payable Bill List

**Motion:** Upon Conn's motion and Locke's second, the Council unanimously approved 'A' through 'E' above.

#### **Council Reports**

**Council President Morten** reported...

- The collaboration between Public Works and the Police Department for the Code Enforcement Officer position has been extremely effective. They have been able to board up two abandoned homes that were involved in drug use. Our neighborhoods have been made safer just in the last couple of weeks. He thanked everyone in the City who has helped with this.

**Councilor Conn** reported...

- This year marked another very successful 4<sup>th</sup> of July. She thanked all the volunteers who made it possible.
- She is grateful to have a Code Enforcement Officer position to refer people to again.

**Councilor Carlson** reported...

- The tobacco-free parks Ordinance was passed. She sees a lot of people smoking at the picnic table above Columbia View Park. She would like signs to be posted in the area. She would also like to look into having some picnic tables that are wheel chair accessible.
- She will be working with the Rotary Club to purchase handicap swings for the parks.

**Councilor Locke** reported...

- The Kiwanis parade was a great success this year. There were more people watching the parade than he has ever seen. The new exit confused a few people but it worked out well.

#### **Department Reports**

**Police Chief Moss** reported...

- The parade exit reduced congestion. He would like to see it continue in future years.
- Scott Williams, the part-time Code Enforcement Officer, is a hard working guy. He cares a lot about his job and the community. Moss is so thankful that Public Works has afforded them that part-time position. He has already seen huge strides.
- We had to re-open the sergeant position again. They had a really strong candidate for the

position and got right up to the job offer but he declined because it would have been a significant pay cut for him. The position is open again and it will close in a couple of weeks.

- Sergeant Joe Hogue facilitates and runs the reserve academy. It has worked well as a training ground to recruit new officers. Both Dylan Gaston and Jamin Coy have been sworn in as new officers, as a result of the academy. They will be recruiting for new reserve officers this fall.
- He really appreciates Judge Phillips making a trip to St. Helens on an unscheduled work day to perform the swearing in.

**Public Works Engineering Director Nelson** reported...

- The Seattle to Portland bike ride is this weekend. Please be cautious of bikes on the road.
- Councilor Locke asked if the power is working at the courthouse docks. Nelson responded that it is not. The contractor is close to having it in working order.
- Council President Morten asked Nelson to elaborate on the Sand Island dock repair schedule. Nelson explained that the contractor began work on Tuesday. They are repairing the immediate safety issues and performing a survey of future dock needs. They should be done early next week.

**Public Works Operations Director Sheppard** reported...

- He recommends closing the tree farm to public entry until the fire danger is over. City Forester Brent Keller supports that recommendation. The Council was in consensus to close the property.

**Library Director Jeffries** reported...

- The Library is hosting free vision screenings on July 15 at noon, immediately following family story time. It is sponsored by the Elks Children's Eye Clinic through OHSU.
- The next Library Board meeting is July 14, rather than July 16. They are meeting on Tuesdays instead of Thursdays during the summer.
- The Library will be part of the 100 Year Century of Service at the fair. She's been a part of some planning meetings for several weeks now.

**Finance Director Ellis** reported...

- He attended the Columbia River PUD rate setting hearing last week. There will be further hearings.
- Judge Phillips was asked to attend an all veterans stand down day on August 1, 10 a.m. – 2 p.m., at the St. Helens National Guard Armory. Phillips plans to attend to see how she can help. They insinuated that they would like to have the court operating between those hours for veterans. Unfortunately, it's too late to get notice out. They would like to have more notice in the future to help make that happen.

**City Recorder Payne** reported...

- Nothing to report.

**City Planner Graichen** reported...

- RARE interviews will take place next week for the Mainstreet Coordinator position.

**Executive Session**

**ORS 192.660(2)(e) Real Property Transactions**

**ORS 192.660(2)(h) Potential Litigation**

**Motion:** At 7:30 p.m., upon Conn's motion and Locke's second, the Council unanimously voted to move into executive session under ORS 192.660(2)(e) Real Property Transactions and (h)

## Potential Litigation.

Mayor Peterson and City Administrator Walsh were both conference called into the meeting at this point.

*At 7:40 p.m., I realized that I had not started the executive session audio recording. The discussion within the last 10 minutes was regarding Potential Litigation.*

**Motion:** At 8:15 p.m., upon completion of the executive session, Conn moved to go back into work session, seconded by Carlson, and unanimously approved.

## **Resolutions**

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

Council President Morten read Resolution No. 1707 by title. **Motion:** Upon Conn's motion and Carlson's second, the Council unanimously adopted Resolution No. 1707. [Ayes: Carlson, Conn, Morten, Peterson; Nays: Locke]

## **Approve and/or Authorize for Signature**

- A. Amendment to Real Estate Sales Agreement Entered into Between the City of St. Helens, Oregon, and Boise White Paper, LLC, on May 7, 2015

**Motion:** Upon Conn's motion and Carlson's second, the Council unanimously approved 'A' above.

## **Other Business**

No other business.

**Adjourn** - There being no further business, the meeting adjourned at 8:17 p.m.

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

\_\_\_\_\_  
Doug Morten, Council President





# City of St. Helens

265 Strand Street ♦ P.O. Box 278 ♦ St. Helens, Oregon 97051  
Phone: (503)397-6272 ♦ Fax: (503)397-4016  
www.ci.st-helens.or.us

## Exclusive Use Permit

Group/Organization Name FC Columbia County Phone \_\_\_\_\_

Authorized Agent Name Amy Forman Phone 503-438-5646

Address PO Box 134 City, State, Zip St. Helens OR 97051

Mailing Address (if different) \_\_\_\_\_

Park/Field 6<sup>th</sup> & 7<sup>th</sup> St. Fields

Activity Description Youth Soccer

Term (Dates) August 24, 2015 to November 7, 2015

Days/Hours of Use: Monday 4pm – 8pm

Tuesday 4pm – 8pm

Wednesday 4pm – 8pm

Thursday 4pm – 8pm

Friday 4pm – 8pm

Saturday All Day

Sunday \_\_\_\_\_



### AUTHORIZATION

Proof of Insurance Received ☒ Yes ☐ No

Commercial Use ☐ Authorized ☒ Not ☐ Concessions Authorized

Parks Commission ☒ Approved 8/7/15 ☐ Denied \_\_\_\_\_

Meeting Date

Meeting Date

City Council ☐ Approved \_\_\_\_\_ ☐ Denied \_\_\_\_\_

Meeting Date

Meeting Date

Notes \_\_\_\_\_



Approved \_\_\_\_\_

City of St. Helens Official

Date Signed \_\_\_\_\_

**This permit may be revoked at any time, upon notice to applicant, its agent, or employees, for noncompliance with the Agreements & Conditions (attached) and Rules & Regulations (attached) of this permit or for the preservation of the public peace, health, safety, or general welfare.**

### Fee Schedule

Fee Type	Check All That Apply	Amount Due
Athletic Fields (not more than 2 weeks)	<input checked="" type="checkbox"/> \$10.00 per day x <u>2</u> fields x <u>76</u> days	\$1520.00
Use of Field Lights (Add'l)	<input type="checkbox"/> \$10.00 per day x _____ fields x _____ days	
TOTAL AMOUNT DUE:		\$1520.00

Amount Paid \$ 1520.00 Date Paid 8-7-15 Receipt No. 102512 Initials SLI



# City of St. Helens

# Exclusive Use Application

As per Ordinance Nos. 2003 and 2250 and all amending ordinances.



## Athletic Fields

Please complete this application for periods of exclusive use over two weeks.



### SECTION 1 Applicant Information (formerly SHVSA)

Group/Organization Name FC. Columbia County Phone \_\_\_\_\_  
 Authorized Agent Name Amy Forman Phone 503.438.5646  
 Address P.O. Box 134 City, State, Zip St. Helens OR 97051  
 Mailing Address (if different) same as above

### SECTION 2 Permit Information

Park/Field 6th Street  
 Activity Description (i.e. softball, soccer, etc.) Youth Soccer  
 Dates Aug 24 2015 to Nov. 7 2015

Days/Hours of Use:

Monday \_\_\_\_\_ 4-8pm  
 Tuesday \_\_\_\_\_  
 Wednesday \_\_\_\_\_ exclusive  
 Thursday \_\_\_\_\_  
 Friday \_\_\_\_\_  
 Saturday \_\_\_\_\_ all day  
 Sunday \_\_\_\_\_ Don't want Sundays

Do you intend to sell any merchandise or service? ☒ No ☐ Yes

If "yes", describe \_\_\_\_\_

Will you require use of the concessions stand? ☒ No ☐ Yes

Other Comments/Information \_\_\_\_\_

#### FOR OFFICE USE

Application date 8-6-15

☒ Insurance

☒ Summary Report

☒ Fee paid

Receipt # 102512

☒ Calendar

☒ Parks → ☐ Council

#### Approval dates

☒ Parks \_\_\_\_\_

☐ Council \_\_\_\_\_

☐ Permit issued \_\_\_\_\_

### DECLARATION

By signing this application, you declare that you have read and agree to the attached "Agreements and Conditions" and "Rules and Regulations" for use of City-owned properties including public right-of-ways.

Signature of Authorized Agent \_\_\_\_\_

Date signed 8/3/15

### FEE SCHEDULE

**ATHLETIC FIELDS = \$10 PER FIELD, PER DAY**

**USE OF FIELD LIGHTS, additional = \$10 PER FIELD, PER DAY**

Athletic Fields	<input checked="" type="checkbox"/> \$10.00 per day X <u>2</u> fields X <u>76</u> days =	\$ <u>1520</u>
Use of field lights (add'l fee)	<input type="checkbox"/> \$10.00 per day X _____ fields X _____ days =	\$ _____
<b>TOTAL AMOUNT DUE</b>		<b>\$ _____</b>

## AGREEMENTS AND CONDITIONS

1. Applicant, its agents, and employees shall comply with all applicable federal, state, county, and municipal laws while engaged in the above activity.
2. Applicant agrees to clean up all garbage, refuse, and other debris resulting from applicant's use of the designated park or parks. You must carry out garbage exceeding capacity of available trash cans in park/area. **Groups of 100 or more will be required to rent a dumpster.**
3. The applicant agrees to hold harmless, indemnify, and defend the City of St. Helens, its officers, agents, and employees from any and all liability, actions, claims, losses, damages, or other costs including attorney fees and witness costs (at both trial and appeal level, whether or not a trial or appeal ever takes place) that may be asserted by any person or entity arising from, during, or in connection with the Applicant's activities, except liability arising out of the sole negligence of the City and its employees. Such indemnification shall also cover claims brought against City under state or federal workers' compensation laws. If any aspect of this indemnity shall be found to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this indemnification.
4. It is understood that the organization, group, or individual is adequately insured for the nature and duration of the activity to be undertaken, and that proof of insurance will be provided to the City Administrator, when required.
5. Any and all structural changes to City buildings or City property by applicant shall be approved in advance by the City Administrator.
6. This permit may be revoked at any time, upon notice to applicant, its agent, or employees, for noncompliance with the terms or conditions of this permit or for the preservation of the public peace, health, safety, or general welfare.
7. The City is not able to provide assistance in moving picnic tables to accommodate your event. If you choose to move tables or your guest(s) choose to move tables, they do so at their own risk.
8. Do not drive on or park vehicles on park grounds except in designated parking areas.
9. Remove and dispose of any signs (e.g. directional) used for your event, including any materials used to secure signs.
10. Fields cannot be "loaned out" to other organizations during the times you have the fields reserved. The Group/Organization named on the permit is the only one authorized for use during the permit period. If you are sharing the field with another organization, both names need to be on the permit.
11. There will not be refunds for cancellations within 30 days of the date of your event.

By my initials, I declare that I  
understand the terms listed above:

  
initials



## RULES AND REGULATIONS


The Mayor and Council have established and will enforce the following rules and regulations:

### 1. General.

- 1.1 The park is open for public recreation from Sunrise to Sunset. (Except by permit)
- 1.2 No peddling, soliciting or commercial enterprise is permitted in the park without a permit.
- 1.3 Disorderly conduct, abusive language, noisy disturbances or disregard of these rules and regulations will be grounds for your immediate removal from the park by police or authorized city officials.
- 1.4 Park participants will be held responsible for the conduct of and any damage to the park or its equipment caused by their children.
- 1.5 Children under 10 years of age shall not be left unattended in the park.
- 1.6 No person shall consume or have in their possession any intoxicating beverage or narcotics while in or upon the property of the park.
- 1.7 Air rifles, BB guns, bow and arrow or other guns and dangerous objects may not be used in the park.
- 1.8 No swimming is allowed on park property because lifeguards and a suitable designated swimming area is not provided.
- 1.9 No overnight camping is allowed on park property without a permit.
- 1.10 The mayor, council and their employees are not responsible for accidents, injuries or loss of property by fire, theft, wind, flood, or other natural acts which are beyond their control. Equipment furnished on the grounds is solely for your convenience and shall be used at your own risk.
- 1.11 The mayor, council and their employees are not responsible for any personal injury to children or adults using playground equipment. Participants use the equipment at their own risk.
- 1.12 You should immediately notify the Parks Department (503-397-9585) or the Police Department (503-397-1521) of hazardous conditions in the park or of conditions that are in violation of these rules and regulations.

### 2. Automobiles and Motorized Vehicles

- 2.1 Motor vehicles shall be parked only in the designated areas. Motor vehicles parked elsewhere or on the grass will be towed at the owner's expense. Auto repairs are not allowed anywhere at any time on park property.
- 2.2 The speed limit in the park is 10 MPH and must be observed at all times and drivers must be alert for children and pedestrians.
- 2.3 Bicycles, roller skates, skateboards and other types of non-motorized vehicles must be used properly, safely and without the possibility of injury to others.
- 2.4 Disturbing or careless operation of motorcycles, automobiles or other types of motor vehicles will be grounds for removal from the park and/or citation by City Police.

By my initials, I declare that I  
understand the terms listed above:   
initials

### 3. Park Buildings and Facilities

- 2.5 Park buildings and facilities are provided for your convenience or pleasure. You have a responsibility to use the facilities with respect for others and to keep them neat and clean. Any irregularities should be reported immediately to park management.
- 2.6 No pets are allowed in the park buildings at any time.

### 4. Animals

- a. No person shall ride or lead any horse or pony in the park, except upon roadway or designated parking area or designated bridle path.
- b. Pets are permitted in most City parks only if they are on a leash that is five (5) feet or less in length. Pets shall be kept under supervision at all times and not allowed to run at large or to commit any nuisance in the limits of the park. (Animals are not permitted in Columbia View Park.)
- c. All fecal material left by the pet or animal, in the park, must be picked up, placed in a container and removed from the park.
- d. Violation of these regulations will lead to the removal of both animal and owner.

### 5. Solid Waste Disposal and Fire Protection

- a. Your garbage and trash must be placed in the proper receptacles.
- b. No person shall bring any non-park generated garbage into the park for the purpose of discarding or disposing of such garbage or other refuse.
- c. Fires are permitted only in designated fire rings or cookers. No open fires are permitted elsewhere on park property.

### 6. Vegetative Protection

- a. No person other than a duly authorized City employee in the performance of his or her duty or persons participating in City approved activities shall dig, remove, destroy, injure, mutilate, or cut any trees, plants, shrubs, blooms, flowers, or any portion thereof growing in the park.
- b. Trees and shrubs are not to be climbed, hung-on, or used as poles for game nets or swings.
- c. No signs shall be posted on the trees or shrubs, nor can any nails, screws, or other foreign objects be driven into the plants.
- d. Activities that will damage the grass or flowers such as open fires or unauthorized digging are strictly prohibited.

By my initials, I declare that I  
understand the terms listed above:

  
initials

# City of St. Helens

## Annual Summary Report

**Exclusive Use Permit Financial Activities for** 2015  
Year

Organization name FC Columbia County  
 Authorized agent Amy Forman  
 Contact # 503.438.5646  
 Fields/Facilities used 6th Street Field  
 Dates of usage Aug 24, '15 to Nov. 2015

Concession Stand gross sales	\$ <u>Ø</u>
Concession Stand expenditures	<u>Ø</u>
Concession Stand net receipts	<u>Ø</u>
Permit Holder park improvement expenditures*	<u>Ø</u>
Permit Holder maintenance activities expenditures**	
Permit Holder use fees (City)	
Permit Holder lighting fees	
Other	

\*Permit Holder park improvements (please describe): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*\*Permit Holder maintenance activities expenditures (please describe): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

TOTAL EXPENDITURES \$ \_\_\_\_\_  
TOTAL INCOME \$ \_\_\_\_\_  
TOTAL AMOUNT FORWARD TO NEXT SEASON \$ \_\_\_\_\_

*Please return this form to the City of St. Helens with your application for and Exclusive Use Permit.*





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/5/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Pullen Insurance Services, Inc. 2560 River Park Plaza, Suite 300 Fort Worth, TX 76116	CONTACT NAME:	Sports Division	
		PHONE:	(817) 738-6100	FAX:
		E-MAIL ADDRESS:	contact@pullenins.com	
		PRODUCER CUSTOMER ID#:	OR	
		INSURERS AFFORDING COVERAGE	NAIC #	
INSURED	Oregon Youth Soccer Association 4840 SW Western Ave., Suite 800 Beaverton, OR 97005	Insurer A:	National Casualty Company	
		Insurer B:	Mutual of Omaha	
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

## COVERAGES

CERTIFICATE NUMBER: 15017894

REVISION NUMBER: 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	X		KRO 5691400	9/1/2015	9/1/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE UNLIMITED PRODUCTS - COMP/OP AGG \$1,000,000 PARTICIPANT LEGAL LIABILITY \$1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KRO 5691400	9/1/2015	9/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$			XKO 5691600	9/1/2015	9/1/2016	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under	N/A					<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E. L. EACH ACCIDENT E. L. DISEASE - EA EMPLOYEE E. L. DISEASE - POLICY LIMIT
B	PARTICIPANT ACCIDENT MEDICAL			SR2014OR-P-053254	9/1/2015	9/1/2016	\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

This certificate is issued on behalf of Oregon Youth Soccer Association & FC Columbia County. Certificate Holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association.

## CERTIFICATE HOLDER

City of St. Helens  
Parks and Recreation  
PO Box 278  
265 Strand Street  
St. Helens, OR 97051

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**City of St. Helens**  
*Consent Agenda for Approval*

**ANIMAL FACILITIES**

The following facilities have been inspected by Code Enforcement Officer Scott Williams and are recommended for approval of an Animal Facility License:

<u>Owner Name</u>	<u>Location</u>	<u>Purpose</u>
• Clorissa Brown	454 N. 10 <sup>th</sup> St.	multiple dogs
• Jenelle Harrison	185 N. Vernonia Rd.	multiple dogs
• Desiree Gray	930 West St.	multiple dogs



15-300781

## City of St. Helens

P.O. Box 278 • 265 Strand Street • St. Helens, OR 97051 • 503-397-6272

Application Fee: \$40.00

## Animal Facility License Application

St. Helens Municipal Code Chapter 6.04

If you own any of the following inside the city limits, you must have an Animal Facility License:

- More than 3 adult dogs; or
- More than 3 adult dogs and one litter of puppies; or
- More than 3 adult hens and/or ducks and 6 chicks or ducklings under 9 weeks; or
- More than 3 adult rabbits and/or 1 litter of bunnies under 9 weeks; or
- An exotic animal

Complete the application and return to the above address with the fee. You must list each animal separately in the space provided below that you intend to keep at your facility. Your facility, including perimeter fence if required, must be inspected before your application will be forwarded to the City Council for action. The Police Department will contact you within 10 days of application to schedule an inspection. The application fee is \$40 for a two year license and must be renewed prior to expiration.

If your application is denied, you have two options to obtain compliance:

1. You meet the requirements for an animal facility license; or
2. You have only allowed animals on your property.

Once you can prove that you are in compliance for a license, we can seek approval by the City Council. If you have eliminated the need for an animal facility license, you may request a refund of the application fee.

Address at which animal(s) will be kept:				
<b>Applicant Information</b>			<b>Alternate Contact/In Case of Emergency</b>	
Name: <u>Cherissa Brown</u>			Name: <u>Clarice Siret</u>	
Mailing address: <u>454 N 10th</u>			Mailing address:	
City/State/Zip: <u>St. Helens OR 97051</u>			City/State/Zip:	
Cell phone:			Cell phone:	
Home phone:			Home phone:	
Email:			Day/Time of week that works best for you: <u>Any After 4pm</u>	
List each animal to be kept at the above address (attach additional paper if more than 6 animals)				
Species/Breed	Name	Sex	Age	County/Dog License Expiration Date
1. <u>Boxer Bully</u>	<u>NADIA</u>	<u>F</u>	<u>3</u>	<u>2-28-16</u>
2. <u>Boxer Bully</u>	<u>Melavush</u>	<u>F</u>	<u>3</u>	<u>2-28-16</u>
3. <u>Boxer Bully</u>	<u>0224</u>	<u>M</u>	<u>7</u>	<u>2-28-16</u>
4.				
5.				
6.				
<b>Veterinarian Information</b>				
Name: <u>Columbia Veterinary Clinic</u>			Phone: <u>503-397-1928</u>	
Address: <u>35645 Firlock Park Blvd</u>			City/State/Zip: <u>St. Helens OR 97051</u>	
<b>Liability Insurance Information</b>				
Agent's Name:			Phone: <u>877-900-0344</u>	
Insurance Company: <u>Geico</u>			Policy No.:	
Attach a copy of the policy indicating applicant is covered while maintaining the described animal(s) or have a copy available for the officer when they come to inspect your facility.				

## AUTHORIZATION

I, Cherissa Brown, understand that I am applying for an animal facility license to keep the above listed animal(s) at 454 N. 10th St., St. Helens, Oregon. I have read Municipal Code Chapter 6.04 Animal Control Code, and fully understand my obligation as an animal owner and facility operator and agree to comply with the Code and applicable county, state and federal laws. I further understand that this license, if approved, is valid for a period of two years and must be renewed prior to expiration.

Applicant Signature

Date Signed

5-16-15

## FOR OFFICE USE ONLY

Date received: <u>5-22-15</u>	Officer assigned: <u>Scott Williams</u>	Date forwarded to City Recorder: <u>8-5-15</u>
Received by: <u>H. Davis</u>	Date/Time of inspection: <u>6-23-15</u>	Council meeting date: <u>8-12-15</u>
Receipt No.: <u>1385186</u>	Officer recommendation:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Dated forwarded to PD: <u>5-26-15</u>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Deny	If approved, date license issued: <u>8-12-15</u>
Forwarded by: <u>H. Davis</u>		Expiration date: <u>8-12-17</u>



### COLUMBIA COUNTY DOG LICENSE INFORMATION

DOG	LICENSE #	EXP. DATE
Nadia	SH06247	2/2016
Malayah	SH06244	2/2016
Ozzy	SH06246	2/2016

CASE NUMBER 15-300781	ST. HELENS POLICE DEPARTMENT		GENERAL OFFENSE				PAGE/OF 1/2	
	CASE NUMBER 15-300781		REFER CASE NUMBER(S)		CLASSIFICATION		CLR	
	DATE/TIME REPORTED 06-23-2015 1200		DATE/TIME OCCURRED (START) 06-23-2015 1200		DATE/TIME OCCURRED (END)			
	LOCATION OF OCCURRENCE 454 NORTH 10TH STREET ST. HELENS OR, ST HELENS (COLUMBIA COUNTY)							
	PREMISE TYPE 10 - RESIDENCE SINGLE FAMILY							
	OFFENSES							
	OFFICER'S OFFENSE T99 - INFORMATION		CRIMINAL ACT		FORCE	WEAPON		
	PERSON - MENTIONED							
	NAME (last, first middle) BROWN, CLORISSA SUE		CRN		SEX	RACE	DOB	
	HOME ADDRESS 454 N 10TH STREET		CITY ST HELENS		STATE OR	ZIP 97051-	HOME PHONE	
EMPLOYER ADDRESS		WORK PHONE	HGT	WGT	HAIR	EYES	MOBILE PHONE	
ID NUMBERS DRIVER LICENSE:								
CASE SUMMARY      REPORTED BY: 33SWIL      DATE/TIME: 06-23-2015 1200								
An Animal Facility Inspection was conducted.								
NARRATIVE      REPORTED BY: 33SWIL      DATE/TIME: 06-30-2015 1536								
On Monday, 062315 at approximately 1200 hours, I met with Ms. Clorissa Brown at her residence at 454 North 10th Street, St. Helens, OR to conduct a prescheduled Animal Facility License Application inspection. This inspection is to ensure the facility is in compliance with Ordinance 6.04.080, OAR 609.415, OAR 609.420, OAR 603-015-0025 through 603-015-0065. Included with her application was a copy of her Homeowners Policy Declarations.								
I noticed her home is a single family, wood framed residence in a residential neighborhood. She explained that the facility license is to allow her to have a larger number of family pets, not to run a shelter or boarding service.								
<input type="checkbox"/> Desk <input type="checkbox"/> Persons <input type="checkbox"/> Vehicles <input type="checkbox"/> Distributn.								
I saw the residence had a spacious back yard encircled with a sturdy 6' high wooden fence. The fence was in good condition and was adequate to keep her animals on her property and to keep other animals from entering her yard. This space has adequate runoff to prevent water pooling. It also has protection from inclement weather, sun, rain and wind.								
She invited me into her home where I saw several dogs. The home was clean and orderly. The dogs were well-mannered and did not appear to be aggressive. The home has working electricity, potable water and wash facilities to keep clean. The home was a comfortable temperature with both natural and artificial lighting illuminating the interior. The food and water is served in bowl. The dog's bedding was clean and dry. The two Pitbull dogs had Kennels that were of sound construction. As I walked into the room where the Pitbull dogs were kept they remained very calm.								
REPORTING OFFICER(S) / DPSST WILLIAMS, SCOTT I (33SWIL)				PREC / DIV PATROL				

ST. HELENS POLICE DEPARTMENT	GENERAL OFFENSE	PAGE/OF 2/2
<p>The house and yard are clean. While Mrs. Brown does not have a quarantine area for possible diseased animals, she stressed she is not a shelter or "rescue facility" and she does take her animals for veterinary care when needed. She advised she uses Columbia Veterinary Clinic.</p> <p>I am not aware of any recent complaints received by SHPD regarding noise, odors, stray animals, or other Ordinance violations regarding Ms. Hopkins' residence.</p> <p>From everything I gathered during this inspection I believe Ms.Brown residence is in compliance with City Ordinance 6.04.080 and should be issued an Animal Facility License Permit.</p>		



CITY OF ST. HELENS  
265 Strand  
St. Helens, OR 97051

05/22/2015 4:21 PM  
Receipt No. 01385186

bl  
AFL 40.00

-----  
Total 40.00

Cash 0.00  
VISA 40.00

CLORISSA BROWN  
Customer #000000  
454 N 10TH ST

ST HELENS, OR 97051-

Cashier: Heidi  
Station: CH-FRONTDESKW7

15-300780

## City of St. Helens

P.O. Box 278 • 265 Strand Street • St. Helens, OR 97051 • 503-397-6272

Application Fee: \$40.00

## Animal Facility License Application

St. Helens Municipal Code Chapter 6.04

If you own any of the following inside the city limits, you must have an Animal Facility License:

- More than 3 adult dogs; or
- More than 3 adult dogs and one litter of puppies; or
- More than 3 adult hens and/or ducks and 6 chicks or ducklings under 9 weeks; or
- More than 3 adult rabbits and/or 1 litter of bunnies under 9 weeks; or
- An exotic animal

Complete the application and return to the above address with the fee. You must list each animal separately in the space provided below that you intend to keep at your facility. Your facility, including perimeter fence if required, must be inspected before your application will be forwarded to the City Council for action. The Police Department will contact you within 10 days of application to schedule an inspection. The application fee is \$40 for a two year license and must be renewed prior to expiration.

If your application is denied, you have two options to obtain compliance:

1. You meet the requirements for an animal facility license; or
2. You have only allowed animals on your property.

Once you can prove that you are in compliance for a license, we can seek approval by the City Council. If you have eliminated the need for an animal facility license, you may request a refund of the application fee.

Address at which animal(s) will be kept:				
<b>Applicant Information</b>			<b>Alternate Contact/In Case of Emergency</b>	
Name: <u>Jenelle June Harrison</u>			Name: <u>Michael Harrison</u>	
Mailing address: <u>185 N. Vernonia Rd</u>			Mailing address: <u>185 N. Vernonia Rd</u>	
City/State/Zip: <u>St. Helens OR 97051</u>			City/State/Zip: <u>St. Helens OR 97051</u>	
Cell phone: _____			Cell phone: _____	
Home phone: _____			Home phone: _____	
Email: _____			Day/time of week that works best for you: <u>cell anytime</u>	
<b>List each animal to be kept at the above address (attach additional paper if more than 6 animals)</b>				
Species/Breed	Name	Sex	Age	County Dog License Expiration Date
1. <u>Bulldog</u>	<u>Cooter</u>	<u>M</u>	<u>6 yrs</u>	<u>Dec. 31, 2015</u>
2. <u>Bulldog</u>	<u>Lulu</u>	<u>F</u>	<u>1 yr</u>	<u>Dec. 31, 2015</u>
3. <u>Bulldog</u>	<u>Rosco</u>	<u>M</u>	<u>1 yr</u>	<u>Dec. 31, 2015</u>
4. <u>Daschund</u>	<u>Pepper</u>	<u>F</u>	<u>12 yrs</u>	<u>Dec. 31, 2015</u>
5. <u>puppy</u>	<u>Hera</u>	<u>F</u>	<u>7 weeks</u>	<u>puppy</u>
6.				
<b>Veterinarian Information</b>				
Name: <u>Midway Vet</u>			Phone: <u>503 397 6470</u>	
Address: <u>34453 McGowan Ln.</u>			City/State/Zip: <u>Warren OR 97053</u>	
<b>Liability Insurance Information</b>				
Agent's Name: <u>Allstate Pochert agency</u>			Phone: <u>503 397 3970</u>	
Insurance Company: <u>Allstate</u>			Policy No.: _____	
Attach a copy of the policy indicating applicant is covered while maintaining the described animal(s) or have a copy available for the officer when they come to inspect your facility.				

## AUTHORIZATION

I, Jenelle June Harrison, understand that I am applying for an animal facility license to keep the above listed animal(s) at 185 N. Vernonia Rd., St. Helens, Oregon. I have read Municipal Code Chapter 6.04 Animal Control Code, and fully understand my obligation as an animal owner and facility operator and agree to comply with the Code and applicable county, state and federal laws. I further understand that this license, if approved, is valid for a period of two years and must be renewed prior to expiration.

Jenelle June Harrison  
Applicant Signature

06/01/15  
Date Signed

## FOR OFFICE USE ONLY

Date received: <u>6/1/15</u>	Officer assigned: <u>Scott Williams</u>	Date forwarded to City Recorder: <u>8-5-15</u>
Received by: <u>LS</u>	Date/Time of inspection: <u>6-23-15</u>	Council meeting date: <u>8-12-15</u>
Receipt No.: <u>1385824</u>	Officer recommendation:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Dated forwarded to PD: <u>6-3-15</u>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Deny	If approved, date license issued: <u>8-12-15</u>
Forwarded by: <u>H. Davis</u>		Expiration date: <u>8-12-17</u>

## Owner Detail

Owner 10862

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**Name:** HARRISON, JENELLE & MICHAEL

**Senior Citizen:**

**Kennel:** ☐ **Inspection Date:** **Expiration Date:** **Limit:**

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**Street Address:**

185 N VERNONIA  
ST. HELENS, OR 97051

**Mailing Address:**

185 N VERNONIA RD  
ST. HELENS, OR 97051

**Phone:**

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**Notes:**

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**Adoption Notes:**

**Disallow Adoption:** ☐

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**Animals:**

ID	Name	Breed	Color	License	Issue Date	Exp. Date
19149	CHILE PEPPER	DACHSHUND	DAPPLE	SH01612	2/2/2015	12/31/2015
19275	COOTER DAVENPORT	ENGLISH BULLDOG	WHITE	SH03596	2/2/2015	12/31/2015
21744	ROSCO	BULLDOG	BRINDLE	32827	2/2/2015	12/31/2015
21745	LULU	BULLDOG	WHITE	32828	2/2/2015	12/31/2015


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**Complaints:**



CASE NUMBER 15-300780	ST. HELENS POLICE DEPARTMENT		GENERAL OFFENSE				PAGE/OF 1/2		
	CASE NUMBER 15-300780		REFER CASE NUMBER(S)		CLASSIFICATION			CLR	
	DATE/TIME REPORTED 06-23-2015 0900		DATE/TIME OCCURRED (START) 06-23-2015 0900		DATE/TIME OCCURRED (END)				
	LOCATION OF OCCURRENCE 185 NORTH VERNONIA ST HELENS OREGON, ST HELENS (COLUMBIA COUNTY)								
	PREMISE TYPE 10 - RESIDENCE SINGLE FAMILY								
	OFFENSES								
	OFFICER'S OFFENSE T99 - INFORMATION		CRIMINAL ACT		FORCE	WEAPON			
	PERSON - MENTIONED								
	NAME (last, first middle) HARRISON, JANELLE JUNE		CRN		SEX	RACE	DOB		
	HOME ADDRESS 185 N VERNONIA RD		CITY SAINT HELENS		STATE OR	ZIP 97051	HOME PHONE		
COPIES	EMPLOYER ADDRESS		WORK PHONE		HGT	WGT	HAIR	EYES	
	ID NUMBERS		DRIVER LICENSE:						
	MENTIONED CASE SUMMARY      REPORTED BY: 33SWIL      DATE/TIME: 06-23-2015 0900								
	An Animal Facility Inspection was conducted.								
	NARRATIVE      REPORTED BY: 33SWIL      DATE/TIME: 06-23-2015 0900								
	On Tuesday, 062315 at approximately 0900 hours, I met with Janelle Harrison at her residence at 185 North Vernonia Rd. St. Helens, OR to conduct a prescheduled Animal Facility License Application Inspection. This inspection is to ensure the facility is in compliance with Ordinance 6.04.080, OAR 609.415, OAR 609.420, OAR 603-015-0025 through 603-15-0065. Included with her application was a copy of her Home Owners Policy Declarations.								
	I noticed her home is a single family, wood framed residence in a residential neighborhood. She explained that the facility license is to allow her to have a larger number of family pets, not to run a shelter or boarding service.								
	<input type="checkbox"/> Desk	I saw the residence had a spacious back yard encircled with a sturdy chainlink fence. The fence was in good condition and was adequate to keep her animals on her property and to keep other animals from entering her yard. This space has adequate runoff to prevent water pooling. It also has protection from inclement weather, sun, rain and wind.							
	<input type="checkbox"/> Persons								
	<input type="checkbox"/> Vehicles	She invited me into her home where I saw several dogs. The home was clean and orderly. The dogs were well-mannered and did not appear to be aggressive. The home has working electricity, potable water and wash facilities to keep clean. The home was a comfortable 70 degrees with both natural and artificial lighting illuminating the interior. The food and water is served in bowls that are up off of the floor. The dog's bedding was clean and dry.							
<input type="checkbox"/> Distributn.	The house and yard are clean. Mrs. Harrison said she cleans up daily, putting feces into the garbage. While Mrs. Harrison does not have a quarantine area for possible diseased animals, she stressed she is not a shelter or "rescue facility" and she does take her animals for veterinary care when needed.								
REPORTING OFFICER(S) / DPSST WILLIAMS, SCOTT I (33SWIL)		PREC / DIV PATROL							

ST. HELENS POLICE DEPARTMENT	GENERAL OFFENSE	PAGE/OF 2/2
<p>I am not aware of any recent complaints received by SHPD regarding noise, odors, stray animals, or other Ordinance violations regarding Ms. Harrisons residence.</p>		
<p>From everything I gathered during this inspection I believe Mrs. Harrisons residence is in compliance with City Ordinance 6.04.080 and should be issued an Animal Facility License Permit.</p>		

REPORTING OFFICER(S) / DPSST WILLIAMS, SCOTT I (33SWIL) 	PREC / DIV PATROL
--	----------------------

CITY OF ST. HELENS  
265 Strand  
St. Helens, OR 97051

06/02/2015 4:17 PM  
Receipt No. 01385824

b1  
ANIMAL FACILITY LIC  
ENSE - 2YRS 40.00

-----  
Total 40.00

Cash 0.00  
Check 8159 40.00

HARRISON JENELLE JUNE  
Customer #000000  
185 N VERNONIA RD

ST HELENS, OR 97051-

Cashier: lisa  
Station: CH-FRONTDESKW7



**City of St. Helens**  
P.O. Box 278 • 265 Strand Street • St. Helens, OR 97051 • 503-397-6272

Application Fee: \$40.00

## Animal Facility License Application

St. Helens Municipal Code Chapter 6.04

If you own any of the following inside the city limits, you must have an Animal Facility License:

- More than 3 adult dogs; or
- More than 3 adult dogs and one litter of puppies; or
- More than 3 adult hens and/or ducks and 6 chicks or ducklings under 9 weeks; or
- More than 3 adult rabbits and/or 1 litter of bunnies under 9 weeks; or
- An exotic animal

Complete the application and return to the above address with the fee. You must list each animal separately in the space provided below that you intend to keep at your facility. Your facility, including perimeter fence if required, must be inspected before your application will be forwarded to the City Council for action. The Police Department will contact you within 10 days of application to schedule an inspection. The application fee is \$40 for a two year license and must be renewed prior to expiration.

If your application is denied, you have two options to obtain compliance:

1. You meet the requirements for an animal facility license; or
2. You have only allowed animals on your property.

Once you can prove that you are in compliance for a license, we can seek approval by the City Council. If you have eliminated the need for an animal facility license, you may request a refund of the application fee.

Address at which animal(s) will be kept:				
Applicant Information			Alternate Contact/In Case of Emergency	
Name: <u>Desiree Gray</u>			Name: _____	
Mailing address: <u>930 West St</u>			Mailing address: _____	
City/State/Zip: <u>St. Helens, OR 97051</u>			City/State/Zip: _____	
Cell phone: _____			Cell phone: _____	
Home phone: _____			Home phone: _____	
Email: _____			Day/time of week that works best for you: _____	
List each animal to be kept at the above address (attach additional paper if more than 6 animals)				
Species/Breed	Name	Sex	Age	County Dog License Expiration Date
1. <u>Sheltie</u>	<u>Jaws</u>	<u>M</u>	<u>13</u>	<u>Columbia 12/2015</u>
2. <u>Terrier mix</u>	<u>Thumper</u>	<u>M</u>	<u>9</u>	<u>Columbia 12/2015</u>
3. <u>Sheltie mix</u>	<u>Brutus</u>	<u>M</u>	<u>8</u>	<u>Columbia 12/2015</u>
4. <u>Collie mix</u>	<u>Sadie</u>	<u>F</u>	<u>4</u>	<u>Columbia 10/2016</u>
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____
Veterinarian Information				
Name: <u>St. Helens Vet / Dr. Horton</u>			Phone: <u>503-397-252</u> <u>503-397-4190</u>	
Address: _____			City/State/Zip: _____	
Liability Insurance Information				
Agent's Name: _____			Phone: <u>503-397-0850</u>	
Insurance Company: <u>State Farm</u>			Policy No.: _____	
Attach a copy of the policy indicating applicant is covered while maintaining the described animal(s) or have a copy available for the officer when they come to inspect your facility.				

### AUTHORIZATION

I, Desiree Gray, understand that I am applying for an animal facility license to keep the above listed animal(s) at 930 West St, St. Helens, Oregon. I have read Municipal Code Chapter 6.04 Animal Control Code, and fully understand my obligation as an animal owner and facility operator and agree to comply with the Code and applicable county, state and federal laws. I further understand that this license, if approved, is valid for a period of two years and must be renewed prior to expiration.

Applicant Signature \_\_\_\_\_

Date Signed 5-20-15

FOR OFFICE USE ONLY		
Date received: <u>5-20-15</u>	Officer assigned: <u>Scott Williams</u>	Date forwarded to City Recorder: <u>8-5-15</u>
Received by: <u>H. Davis</u>	Date/Time of inspection: <u>6-23-15</u>	Council meeting date: <u>8-12-15</u>
Receipt No.: <u>1384991</u>	Officer recommendation:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Dated forwarded to PD: <u>5-20-15</u>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Deny	If approved, date license issued: <u>8-12-15</u>
Forwarded by: <u>H. Davis</u>		Expiration date: <u>8-12-17</u>

## Owner Detail

Owner 10550

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**Name:** GRAY, DESIREE

**Senior Citizen:**

**Kennel:** ☐ **Inspection Date:** **Expiration Date:** **Limit:**

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**Street Address:**

930 WEST  
ST. HELENS, OR 97051

**Mailing Address:**

930 WEST ST  
ST. HELENS, OR 97051

**Phone:**

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**Notes:**

---

**Adoption Notes:**

**Disallow Adoption:** ☐

---

**Animals:**

ID	Name	Breed	Color	License	Issue Date	Exp. Date
18966	BRUTUS	SHEPHERD	TAN	SH03769	4/27/2015	12/31/2015
19808	JAWS	AUSTRALIAN SHEPHERD	TRI-COLOR	SH03770	4/27/2015	12/31/2015
20819	SADIE	AIREDALE TERRIER	BROWN	SH05196	10/31/2014	10/31/2016
21182	THUMPER	TERRIER	BLACK	SH03047	4/27/2015	12/31/2015

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**Complaints:**

CASE NUMBER 15-300775	ST. HELENS POLICE DEPARTMENT		GENERAL OFFENSE				PAGE/OF 1/2	
	CASE NUMBER 15-300775		REFER CASE NUMBER(S)		CLASSIFICATION			CLR
	DATE/TIME REPORTED 06-22-2015 1100		DATE/TIME OCCURRED (START) 06-22-2015 1100		DATE/TIME OCCURRED (END)			
	LOCATION OF OCCURRENCE 930 WEST ST, ST HELENS (COLUMBIA COUNTY)							
	PREMISE TYPE 10 - RESIDENCE SINGLE FAMILY							
	<b>OFFENSES</b>							
	OFFICER'S OFFENSE T99 - INFORMATION		CRIMINAL ACT		FORCE	WEAPON		
	<b>PERSON - MENTIONED</b>							
	NAME (last, first middle) GRAY, DESIREE				CRN	SEX	RACE	DOB
	HOME ADDRESS 930 WEST ST		CITY SAINT HELENS		STATE OR	ZIP 97051	HOME PHONE	
EMPLOYER ADDRESS		WORK PHONE	HGT	WGT	HAIR	EYES	MOBILE PHONE	
ID NUMBERS DRIVER LICENSE:								
<b>CASE SUMMARY</b> REPORTED BY: 33SWIL      DATE/TIME: 06-29-2015 1424								
An Animal Facility License Inspection was conducted at 930 West Street.								
<b>NARRATIVE</b> REPORTED BY: 33SWIL      DATE/TIME: 06-29-2015 1427								
On Monday, 062315 at approximately 1100 hours, I met with Ms. Desiree Gray at her residence 930 West Street, St. Helens, OR to conduct a prescheduled Animal Facility Licesne Application inspection. The inspection is to ensure the facility is in compliance with Ordinance 6.04.080, OAR 609.415, OAR 609.420, OAR 603-015-0025 through 603-015-0065.								
I noticed her home is a single family, wood framed residence in a residential neighborhood. She explained that the facility license is to allow her to have a larger number of family pets, not to run a shelter or boarding service.								
I saw the residence had a spacious back yard encircled with a sturdy 6' high wooden fence. The fence was in good condition and was adequate to keep her animals on her property and to keep other animals from entering her yard. This space has adequate runoff to prevent water pooling. It also has protection from inclement weather, sun, rain and wind.								
She invited me into her home where I saw several dogs. The home was clean and orderly. The dogs were well-mannered and did not appear to be aggressive. The home has working electricity, potable water and wash facilities to keep clean. The home was a comfortable 70 degrees with both natural and artificial lighting illuminating the interior. The food was stored in sealed plastic containers to prevent vermin infestation. The food and water is served in bowls that are up off of the floor. The dog's bedding was clean and dry.								
The house and yard are clean. Ms. Gray said she cleans up daily, putting feces into the garbage. While Ms. Gray does not have a quarantine area for possible diseased animals, she stressed she is not a shelter or "rescue facility" and she does take her animals for veterinary care when needed.								
REPORTING OFFICER(S) / DPSST WILLIAMS, SCOTT I (33SWIL)		PREC / DIV PATROL						



	<b>ST. HELENS POLICE DEPARTMENT</b>	<b>GENERAL OFFENSE</b>	<b>PAGE/OF 2/2</b>
	<p>I am not aware of any recent complaints received by SHPD regarding noise, odors, stray animals, or other Ordinance violations regarding Ms. Grays' residence.</p> <p>From everything I gathered during this inspection I believe Ms. Grays residence is in compliance with City Ordinance 6.04.080 and should be issued an Animal Facility License Permit.</p>		

	<b>REPORTING OFFICER(S) / DPSST WILLIAMS, SCOTT I (33SWIL)</b>	<b>PREC / DIV PATROL</b>
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CITY OF ST. HELENS  
265 Strand  
St. Helens, OR 97051

05/20/2015 1:17 PM  
Receipt No. 01384991

bl	
AFL	40.00

-----  
Total 40.00

Cash	40.00
CASH	40.00

DESIREE GRAY  
Customer #000000  
930 WEST ST

ST HELENS, OR 97051-

Cashier: Heidi  
Station: CH-FRONTDESKW7

# Accounts Payable

## To Be Paid Proof List

User: Shellym  
 Printed: 07/02/2015 - 12:50PM  
 Batch: 00001.07.2015 - FISCAL YEAR 15/16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
ACCELA, INC. #774375									
000496									
INV30767	5/8/2015	1,631.00	0.00	07/02/2015				False	0
001-110-500000	Information services			MAINTENANCE 7/1/15-6/30/16					
INV30767	5/8/2015	4,309.56	0.00	07/02/2015				False	0
001-105-500000	Information services			MAINTENANCE 7/1/15-6/30/16					
INV30767	5/8/2015	9,777.10	0.00	07/02/2015				False	0
012-106-500000	Information services			MAINTENANCE 7/1/15-6/30/16					
INV30767	5/8/2015	6,238.26	0.00	07/02/2015				False	0
012-106-500000	Information services			MAINTENANCE 7/1/15-6/30/16					
INV30767 Total:		21,955.92							
ACCELA, INC. #774375 T		21,955.92							
COMCAST									
COMCAST									
JUNE21 2015	6/21/2015	187.72	0.00	07/02/2015				False	0
001-004-500000	Computer Maintenance			INTERNET					
JUNE21 2015	6/21/2015	107.85	0.00	07/02/2015				False	0
001-002-458000	Telephone Expense			INTERNET					
JUNE21 2015	6/21/2015	195.70	0.00	07/02/2015				False	0
012-107-458000	Telecommunication expense			INTERNET					
JUNE21 2015 Total:		491.27							
JUNE25 2015	6/25/2015	127.45	0.00	07/02/2015				False	0
001-005-509000	Marine board expense			ACCT 0873930 MARINE BOARD					



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	JUNE25 2015 Total:	127.45							
	COMCAST Total:	618.72							
EDUCATION DEPARTMENT, MUSEUM									
011161									
JULY1 2015	7/1/2015	171.75	0.00	07/02/2015				False	0
001-004-517000 Library Program				MILEAGE AND PROGRAM FEE FOR 'BE A HERO' PRE					
	JULY1 2015 Total:	171.75							
	EDUCATION DEPARTME	171.75							
HITECH SYSTEMS, INC.									
015382									
6848	5/29/2015	917.91	0.00	07/02/2015				False	0
001-002-501000 Operating Materials & Supp				SAFETYNET SOFTWARE MAINT 7/1/15-6/30/16					
	6848 Total:	917.91							
	HITECH SYSTEMS, INC.	917.91							
JUSTICE SYSTEMS									
017270									
1500207-IN	5/4/2015	7,847.00	0.00	07/02/2015				False	0
001-103-500000 Information services				FUKK COURT SOFTWARE MAINTENANCE 7/1/15-6/30/16					
	1500207-IN Total:	7,847.00							
	JUSTICE SYSTEMS Total	7,847.00							
LAWRENCE COMPANY									
018028									
10595	7/1/2015	100.00	0.00	07/02/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
012-106-554000 Contractual/consulting serv				UNEMPLOYMENT SERVICES 7/1-9/30/15					
10595 Total:		100.00							
LAWRENCE COMPANY		100.00							
LOCAL GOVERNMENT									
018850									
11768	7/1/2015	1,620.00	0.00	07/02/2015				False	0
012-102-490000 Professional development				LGPI MEMBERSHIP 2015/16 FY					
11768 Total:		1,620.00							
LOCAL GOVERNMENT		1,620.00							
OAWU									
021691									
19046	6/16/2015	265.00	0.00	07/02/2015				False	0
017-417-490000 Professional development				HOWARD BURTON, ANNUAL CLASSIC IN SEASIDE A					
19046 Total:		265.00							
OAWU Total:		265.00							
OREGON DISTRICT ATTORNEYS ASSN									
023020									
JUNE29 2015	6/29/2015	375.00	0.00	07/02/2015				False	0
001-103-490000 Professional development				REGISTRATION FOR LAURIE SELDEN SUMMER CON					
JUNE29 2015 Total:		375.00							
OREGON DISTRICT ATT		375.00							
PORT OF ST. HELENS									
025620									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
JUNE15 2015	6/15/2015	500.00	0.00	07/02/2015				False	0
017-017-475000 Lease Expense	LEASE BEGINNING 7/1/15								
JUNE15 2015 Total:		500.00							
PORT OF ST. HELENS To		500.00							
Report Total:		34,371.30							



# Accounts Payable

## To Be Paid Proof List

User: Shellym  
 Printed: 07/16/2015 - 4:21PM  
 Batch: 00008.07.2015 - 7/17 FY 14-15



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
AIRGAS USA, LLC									
AIRGAS									
9928398742	6/30/2015	61.20	0.00	07/17/2015				False	0
017-017-501000	Operating Materials & Sup.			CO2					
9928398742 Total:		61.20							
AIRGAS USA, LLC Total:		61.20							
AMERICAN SECURITY ALARMS, INC.									
001384									
72532	7/8/2015	4,921.92	0.00	07/17/2015				False	0
001-005-501000	Operating Materials & Supp			ALARM INSTALL AND 24 HR SERVICE 5/15-9/15					
72532 Total:		4,921.92							
AMERICAN SECURITY A		4,921.92							
BANKCARD CENTER									
002197									
CARD 0819	6/28/2015	119.17	0.00	07/17/2015				False	0
012-106-457000	Office supplies			SUPPLIES					
CARD 0819	6/28/2015	422.00	0.00	07/17/2015				False	0
012-106-575000	Equipment expense			OFFICE CHAIR					
CARD 0819	6/28/2015	377.00	0.00	07/17/2015				False	0
009-209-554000	Contract Services			AIRLINE TICKET JOHN WALSH BROWNFIELDS CO					
CARD 0819	6/28/2015	245.00	0.00	07/17/2015				False	0
009-209-554000	Contract Services			REGISTRATION JOHN WALSH BROWNSFIELDS CON					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
CARD 0819	6/28/2015	303.00	0.00	07/17/2015				False	0
009-209-554000 Contract Services					REGISTRATION JOHN WALSH OCCMA SUMMER CO				
CARD 0819	6/28/2015	920.00	0.00	07/17/2015				False	0
012-101-490000 Professional development					MEMBERSHIP DUES JOHN WALSH				
CARD 0819 Total:		2,386.17							
CARD 7727	6/28/2015	1,719.00	0.00	07/17/2015				False	0
010-302-653200 Telemetry System Upgrade					TEAM VIEWER SOFTWARE				
CARD 7727	6/28/2015	101.46	0.00	07/17/2015				False	0
012-107-457000 Office supplies					CORNER GUARDS				
CARD 7727	6/28/2015	113.94	0.00	07/17/2015				False	0
013-403-457000 Office supplies					OFFICE SUPPLIES				
CARD 7727	6/28/2015	459.60	0.00	07/17/2015				False	0
001-005-501000 Operating Materials & Supp					SWINGS				
CARD 7727 Total:		2,394.00							
CARD 8267	6/28/2015	45.00	0.00	07/17/2015				False	0
012-101-527000 Communications					FACEBOOK COMMUNICATION POSTS				
CARD 8267	6/28/2015	425.00	0.00	07/17/2015				False	0
001-004-470000 Building Expense					DIAPER DECK				
CARD 8267	6/28/2015	115.00	0.00	07/17/2015				False	0
012-102-526000 Advertisements					INDEED JOB POSTING				
CARD 8267 Total:		585.00							
CARD 9741	6/28/2015	81.00	0.00	07/17/2015				False	0
001-002-473000 Miscellaneous Expense					DOCKSIDE INTERVIEW LUNCHES				
CARD 9741	6/28/2015	524.99	0.00	07/17/2015				False	0
001-002-501000 Operating Materials & Supp					REFRIGERATOR SEARS				
CARD 9741	6/28/2015	3.20	0.00	07/17/2015				False	0
001-002-490000 Police Training/Supplies					PARKING				
CARD 9741	6/28/2015	89.98	0.00	07/17/2015				False	0
001-002-501000 Operating Materials & Supp					FANS AT FRED MEYER				
CARD 9741	6/28/2015	50.00	0.00	07/17/2015				False	0
001-002-490000 Police Training/Supplies					FBINI PIG OUT SOCIAL REGISTRATION				
CARD 9741	6/28/2015	492.60	0.00	07/17/2015				False	0
001-002-490000 Police Training/Supplies					TERRY MOSS AIRFARE WASHINGTON DC 7/26-30/15				
CARD 9741	6/28/2015	54.46	0.00	07/17/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
001-002-457000 Office Supplies				STAPLES SUPPLIES					
CARD 9741	6/28/2015	393.60	0.00	07/17/2015				False	0
001-002-490000 Police Training/Supplies				TERRY MOSS AIRFARE TO WASH DC- TRAVELOCITY					
CARD 9741	6/28/2015	69.96	0.00	07/17/2015				False	0
001-002-457000 Office Supplies				KEURIG COFFEE DELIVERY					
CARD 9741	6/28/2015	140.00	0.00	07/17/2015				False	0
001-002-490000 Police Training/Supplies				TRAINING CITY OF LAKE OSWEGO					
	CARD 9741 Total:	1,899.79							
	BANKCARD CENTER To	7,264.96							
COLUMBIA CO. DEPT. OF COMM. JUSTICE									
007581									
201506	7/8/2015	1,625.00	0.00	07/17/2015				False	0
001-005-554000 Contractual Services				PARKS WORK CREW					
201506	7/8/2015	975.00	0.00	07/17/2015				False	0
013-403-554000 Contractual/consulting serv				PW WORK CREW					
	201506 Total:	2,600.00							
	COLUMBIA CO. DEPT. O	2,600.00							
COLUMBIA FEED & SUPPLY									
008120									
20111	6/30/2015	64.85	0.00	07/17/2015				False	0
015-015-501000 Operating Materials & Supp				PARTS SALES MATERIALS					
	20111 Total:	64.85							
	COLUMBIA FEED & SUP	64.85							
CONSOLIDATED SUPPLY									
009000									
S7368547.001	6/30/2015	2,518.76	0.00	07/17/2015				False	0
017-017-501000 Operating Materials & Sup.				NOZZLE, BALL					



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
	S7368547.001 Total:	2,518.76							
S7368986.001	6/30/2015	625.20	0.00	07/17/2015				False	0
017-017-501000	Operating Materials & Sup.				GATE EPOXY				
	S7368986.001 Total:	625.20							
	CONSOLIDATED SUPPL	3,143.96							
<hr/>									
E2C CORPORATION									
E2C									
3714	7/7/2015	132.79	0.00	07/17/2015				False	0
008-008-558104	Events				SIGNAGE FOR 4TH OF JULY				
<hr/>									
	3714 Total:	132.79							
	E2C CORPORATION Tota	132.79							
<hr/>									
HELLER ENTERPRISES									
015064									
22718	6/29/2015	345.54	0.00	07/17/2015				False	0
015-015-501000	Operating Materials & Supp				6' BLACK PIPE				
	22718 Total:	345.54							
	HELLER ENTERPRISES	345.54							
<hr/>									
HELMETS R US									
015070									
44309	7/15/2015	497.80	0.00	07/17/2015				False	0
011-011-521000	Bicycle Safety Grant Exp				BIKE HELMET				
	44309 Total:	497.80							
<hr/>									
	HELMETS R US Total:	497.80							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
LESKIN, P.C., STEVEN									
018200									
JULY8 2015	7/8/2015	404.00 ✓	0.00	07/17/2015	LEGAL SERVICES IAN RUSHING			False	0
001-103-554000 Contractual/consulting serv									
JULY8 2015 Total:		404.00							
LESKIN, P.C., STEVEN T		404.00							
<hr/>									
MAUL FOSTER ALONGI, INC.									
019555									
23538	7/9/2015	12,185.18 ✓	0.00	07/17/2015	WATERFRONT PROP DUE DILLIGENCE ASSISTANCE			False	0
009-209-554100 Environmental review									
23538 Total:		12,185.18							
<hr/>									
23539	7/9/2015	7,996.25 ✓	0.00	07/17/2015	BOISE LAND TRANSFER DUE DILL ASSISTANCE			False	0
018-019-554000 Contractual/Consulting Serv									
23539 Total:		7,996.25							
MAUL FOSTER ALONGI		20,181.43							
<hr/>									
MCALEER, LAW OFFICE OF ERIN BRADLEY									
MCALEER									
JULY14 2015	7/14/2015	52.00 ✓	0.00	07/17/2015	LEGAL SERVICES KATHERINE MERWIL APRIL/MAY			False	0
001-103-554000 Contractual/consulting serv									
JULY14 2015 Total:		52.00							
MCALEER, LAW OFFICE		52.00							
<hr/>									
NORTHERN SAFETY CO., INC.									
021152									
901488102	6/25/2015	141.76 ✓	0.00	07/17/2015	HEARING PROTECTION			False	0
013-403-501000 Operating materials/supplies									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
901488102 Total:		141.76							
NORTHERN SAFETY CO		141.76							
PORTLAND ENGINEERING INC 025641 4965	7/15/2015	7,413.00	0.00	07/17/2015	TELEMETRY UPGRADE			False	0
010-302-653200 Telemmetry System Upgrade									
4965 Total:		7,413.00							
PORTLAND ENGINEERI		7,413.00							
PORTLAND GENERAL ELECTRIC 025702 JUL 2015	7/9/2015	46.48	0.00	07/17/2015	STREET LIGHTS			False	0
011-011-453000 Street Lighting									
JUL 2015 Total:		46.48							
PORTLAND GENERAL E		46.48							
RICOH USA INC 027295 5036808946	7/5/2015	100.66	0.00	07/17/2015	COPIES			False	0
012-107-502000 Equipment expense									
5036808946 Total:		100.66							
RICOH USA INC Total:		100.66							
SAIF CORPORATION 028300 JULY1 2015	7/1/2015	153.56	0.00	07/17/2015				False	0



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
001-002-417000 Workers comp					POLICY 2627 WORKERS COMP CLAIMS POLICE				
JULY1 2015	7/1/2015	1,449.71	0.00	07/17/2015				False	0
013-403-417000 Workers comp					POLICY 2627 WORKERS COMP CLAIMS PUBLIC WOI				
	JULY1 2015 Total:	1,603.27							
	SAIF CORPORATION To	1,603.27							
SHRED-IT USA, LLC									
SHRED-IT									
8120213991	6/30/2015	398.16	0.00	07/17/2015				False	0
001-002-473000 Miscellaneous Expense					SHREDDING POLICE				
	8120213991 Total:	398.16							
	SHRED-IT USA, LLC Tot	398.16							
STAPLES BUSINESS ADVANTAGE									
031983									
8035085653	7/4/2015	32.99	0.00	07/17/2015				False	0
001-103-457000 Office supplies					SUPPLIES				
8035085653	7/4/2015	45.10	0.00	07/17/2015				False	0
012-107-457000 Office supplies					SUPPLIES				
	8035085653 Total:	78.09							
	STAPLES BUSINESS AD	78.09							
TUALATIN VALLEY WORKSHOP INC									
033827									
0015637-IN	6/30/2015	1,334.25	0.00	07/17/2015				False	0
012-107-554000 Contractual/consulting serv					JANITORIAL CITY HALL				
	0015637-IN Total:	1,334.25							
0015638-IN	6/30/2015	1,241.14	0.00	07/17/2015				False	0
001-004-508000 Janitorial Services					JANITORIAL COL CENTER				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
0015638-IN Total:		1,241.14							
0015639-IN	6/30/2015	424.22	0.00	07/17/2015				False	0
001-002-508000 Janitorial Services		JANITORIAL POLICE DEPT.							
0015639-IN Total:		424.22							
0015640-IN	6/30/2015	147.56	0.00	07/17/2015				False	0
018-019-501000 Operating Materials		JANITORIAL WWTP							
0015640-IN	6/30/2015	147.56	0.00	07/17/2015				False	0
018-020-501000 Operating Materials & Supplies		JANITORIAL WWTP							
0015640-IN Total:		295.12							
TUALATIN VALLEY WO		3,294.73							
VERIZON WIRELESS									
000720									
9748159143	7/15/2015	167.72	0.00	07/17/2015				False	0
017-017-459000 Utilities		ACCT 242060134-00001							
9748159143 Total:		167.72							
VERIZON WIRELESS To		167.72							
Report Total:		52,914.32							

# Accounts Payable

## To Be Paid Proof List

User: Shellym  
 Printed: 07/16/2015 - 2:18PM  
 Batch: 00009.07.2015 - 7/17 FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
CANON SOLUTIONS AMERICA, INC 021694									
4016402813	7/1/2015	146.44	0.00	07/17/2015	COPIER			False	0
012-107-502000	Equipment expense								
4016402813 Total:		146.44							
CANON SOLUTIONS AM		146.44							
CINTAS CORPORATION 037620								False	0
5003350818	7/14/2015	47.20	0.00	07/17/2015	REFILL CABINET				
012-107-554000	Contractual/consulting serv								
5003350818 Total:		47.20							
CINTAS CORPORATION		47.20							
CINTAS CORPORATION-463 006830								False	0
463506031	7/1/2015	44.11	0.00	07/17/2015	MAT			False	0
018-019-470000	Building Expense								
463506031	7/1/2015	44.12	0.00	07/17/2015	MAT				
018-020-470000	Building Expense								
463506031 Total:		88.23							
463506033	7/1/2015	38.84	0.00	07/17/2015				False	0



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
013-403-470000 Building					MAT				
463506033 Total:		38.84							
CINTAS CORPORATION		127.07							
COASTWIDE LABORATORIES 007159									
2788871	7/7/2015	36.18	0.00	07/17/2015	TP WWTP			False	0
013-403-457000 Office supplies									
2788871 Total:		36.18							
COASTWIDE LABORATO		36.18							
COMCAST COMCAST JULY 2015	7/27/2015	94.85	0.00	07/17/2015	INTERNET 984 OREGON ST			False	0
013-403-458000 Telecommunication expense									
JULY 2015 Total:		94.85							
COMCAST Total:		94.85							
CONSOLIDATED SUPPLY 009000									
s7368986.002	7/7/2015	191.88	0.00	07/17/2015	MATERIALS			False	0
017-017-501000 Operating Materials & Sup.									
s7368986.002 Total:		191.88							
S7373325.001	7/2/2015	185.03	0.00	07/17/2015	MATERIALS			False	0
001-005-501000 Operating Materials & Supp									
S7373325.001 Total:		185.03							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
<hr/>									
	CONSOLIDATED SUPPL	376.91							
EWING									
011601									
9978685	7/7/2015	653.63	0.00	07/17/2015				False	0
001-005-501000	Operating Materials & Supp			MATERIALS					
	9978685 Total:	653.63							
	EWING Total:	653.63							
<hr/>									
H.D. FOWLER CO.									
012650									
13972231	7/8/2015	91,421.75	0.00	07/17/2015				False	0
010-302-653202	Water meter replacement			RADIO READ METERS					
	13972231 Total:	91,421.75							
	H.D. FOWLER CO. Total:	91,421.75							
<hr/>									
LESKIN, P.C., STEVEN									
018200									
JULY13 2015	7/13/2015	128.00	0.00	07/17/2015				False	0
001-103-554000	Contractual/consulting serv			LEGAL SERVICES TRACY JUNG					
JULY13 2015	7/13/2015	172.00	0.00	07/17/2015				False	0
001-103-554000	Contractual/consulting serv			LEGAL SERVICES ANGELA YOUNGER					
	JULY13 2015 Total:	300.00							
JULY14 2015	7/14/2015	136.00	0.00	07/17/2015				False	0
001-103-554000	Contractual/consulting serv			LEGAL SERVICES TODD KELLEY					
	JULY14 2015 Total:	136.00							
	LESKIN, P.C., STEVEN T	436.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
OREGON ASSOC. OF MUNICIPAL RECORDERS									
OAMR									
JULY 2015	7/14/2015	612.00	0.00	07/17/2015				False	0
012-102-490000	Professional development				2015 KATHY PAYNE LISA SCHOLL OAMR CONF REG				
	JULY 2015 Total:	612.00							
	OREGON ASSOC. OF MU	612.00							
<hr/>									
OREGON DEPT OF TRANSPORT									
023300									
JULY 2015	7/2/2015	262.00	0.00	07/17/2015				False	0
011-011-575000	Equipment Expense				ODOT LEASE 7/1/15-6/30/16				
	JULY 2015 Total:	262.00							
	OREGON DEPT OF TRAN	262.00							
<hr/>									
RICOH USA, INC.									
027294									
95028934	7/3/2015	232.92	0.00	07/17/2015				False	0
001-002-502000	Equipment Expense				COPIER RENT , ADITONAL IMAGES				
	95028934 Total:	232.92							
	RICOH USA, INC. Total:	232.92							
<hr/>									
ROGER STAUFFER REMODELING LLC									
R.STAUFF									
1274	7/12/2015	1,085.00	0.00	07/17/2015				False	0
001-110-554000	Contractual/consulting serv				BOARDING UP 344 N 2ND				
	1274 Total:	1,085.00							
<hr/>									
1275	7/12/2015	685.00	0.00	07/17/2015				False	0
001-110-554000	Contractual/consulting serv				BOARDING UP 155 KELLY ST				



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				

1275 Total:	685.00								
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ROGER STAUFFER REM	1,770.00								
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TCMS CORPORATION  
033013  
012781  
013-403-470000 Building

7/1/2015

202.25

0.00

07/17/2015

MAINTENANCE

False

0

012781 Total:	202.25								
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TCMS CORPORATION T	202.25								
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Report Total:

96,419.20



# Accounts Payable

## To Be Paid Proof List

User: Shellym  
 Printed: 07/16/2015 - 2:18PM  
 Batch: 00009.07.2015 - 7/17 FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
CANON SOLUTIONS AMERICA, INC									
021694								False	0
4016402813	7/1/2015	146.44	0.00	07/17/2015	COPIER				
012-107-502000 Equipment expense									
4016402813 Total:		146.44							
CANON SOLUTIONS AM		146.44							
<hr/>									
CINTAS CORPORATION									
037620								False	0
5003350818	7/14/2015	47.20	0.00	07/17/2015	REFILL CABINET				
012-107-554000 Contractual/consulting serv									
5003350818 Total:		47.20							
CINTAS CORPORATION		47.20							
<hr/>									
CINTAS CORPORATION-463									
006830								False	0
463506031	7/1/2015	44.11	0.00	07/17/2015	MAT			False	0
018-019-470000 Building Expense									
463506031	7/1/2015	44.12	0.00	07/17/2015	MAT				
018-020-470000 Building Expense									
463506031 Total:		88.23							
<hr/>									
463506033	7/1/2015	38.84	0.00	07/17/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
013-403-470000 Building				MAT					
463506033 Total:		38.84							
CINTAS CORPORATION		127.07							
COASTWIDE LABORATORIES									
007159									
2788871	7/7/2015	36.18	0.00	07/17/2015				False	0
013-403-457000 Office supplies				TP WWTP					
2788871 Total:		36.18							
COASTWIDE LABORATO		36.18							
COMCAST									
COMCAST									
JULY 2015	7/27/2015	94.85	0.00	07/17/2015				False	0
013-403-458000 Telecommunication expense				INTERNET 984 OREGON ST					
JULY 2015 Total:		94.85							
COMCAST Total:		94.85							
CONSOLIDATED SUPPLY									
009000									
s7368986.002	7/7/2015	191.88	0.00	07/17/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
s7368986.002 Total:		191.88							
S7373325.001	7/2/2015	185.03	0.00	07/17/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
S7373325.001 Total:		185.03							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
CONSOLIDATED SUPPL		376.91							
EWING									
011601									
9978685	7/7/2015	653.63	0.00	07/17/2015	MATERIALS			False	0
001-005-501000 Operating Materials & Supp									
9978685 Total:		653.63							
EWING Total:		653.63							
H.D. FOWLER CO.									
012650									
13972231	7/8/2015	91,421.75	0.00	07/17/2015	RADIO READ METERS			False	0
010-302-653202 Water meter replacement									
13972231 Total:		91,421.75							
H.D. FOWLER CO. Total:		91,421.75							
LESKIN, P.C., STEVEN									
018200									
JULY13 2015	7/13/2015	128.00	0.00	07/17/2015	LEGAL SERVICES TRACY JUNG			False	0
001-103-554000 Contractual/consulting serv									
JULY13 2015	7/13/2015	172.00	0.00	07/17/2015	LEGAL SERVICES ANGELA YOUNGER			False	0
001-103-554000 Contractual/consulting serv									
JULY13 2015 Total:		300.00							
JULY14 2015	7/14/2015	136.00	0.00	07/17/2015	LEGAL SERVICES TODD KELLEY			False	0
001-103-554000 Contractual/consulting serv									
JULY14 2015 Total:		136.00							
LESKIN, P.C., STEVEN T		436.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
OREGON ASSOC. OF MUNICIPAL RECORDERS									
OAMR									
JULY 2015	7/14/2015	612.00	0.00	07/17/2015				False	0
012-102-490000	Professional development				2015 KATHY PAYNE LISA SCHOLL OAMR CONF REG				
	JULY 2015 Total:	612.00							
	OREGON ASSOC. OF MU	612.00							
<hr/>									
OREGON DEPT OF TRANSPORT									
023300									
JULY 2015	7/2/2015	262.00	0.00	07/17/2015				False	0
011-011-575000	Equipment Expense				ODOT LEASE 7/1/15-6/30/16				
	JULY 2015 Total:	262.00							
	OREGON DEPT OF TRAN	262.00							
<hr/>									
RICOH USA, INC.									
027294									
95028934	7/3/2015	232.92	0.00	07/17/2015				False	0
001-002-502000	Equipment Expense				COPIER RENT , ADITONAL IMAGES				
	95028934 Total:	232.92							
	RICOH USA, INC. Total:	232.92							
<hr/>									
ROGER STAUFFER REMODELING LLC									
R.STAUFF									
1274	7/12/2015	1,085.00	0.00	07/17/2015				False	0
001-110-554000	Contractual/consulting serv				BOARDING UP 344 N 2ND				
	1274 Total:	1,085.00							
<hr/>									
1275	7/12/2015	685.00	0.00	07/17/2015				False	0
001-110-554000	Contractual/consulting serv				BOARDING UP 155 KELLY ST				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					

1275 Total:	685.00								
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ROGER STAUFFER REM	1,770.00								
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TCMS CORPORATION  
033013  
012781  
013-403-470000 Building

7/1/2015

202.25

0.00

07/17/2015

MAINTENANCE

False

0

012781 Total:	202.25								
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TCMS CORPORATION T	202.25								
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Report Total:

96,419.20



# Accounts Payable

## To Be Paid Proof List

User: jenniferj  
 Printed: 07/24/2015 - 2:18PM  
 Batch: 00019.06.2015 - 7/24/15 FY 14-15



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
ACCELA, INC. #774375 4375 SOLUTIONS CENTER CHICAGO, IL 60677-4003 000496									
INV31231	6/30/2015	54.00	0.00	07/24/2015				False	0
012-106-554000 Contractual/consulting serv				IVR TELEWORKS SUBSCRIPTION REV					
INV31231 Total:		54.00							
ACCELA, INC. #774375 T		54.00							
AMAZON.COM PO BOX 530958 ATLANTA, GA 30353-0958 001145									
JULY 2015	7/10/2015	80.69	0.00	07/24/2015				False	0
001-004-500000 Computer Maintenance				MATERIALS					
JULY 2015	7/10/2015	1,637.85	0.00	07/24/2015				False	0
009-208-457000 Supplies				MATERIALS					
JULY 2015	7/10/2015	218.84	0.00	07/24/2015				False	0
001-004-470000 Building Expense				MATERIALS					
JULY 2015	7/10/2015	17.57	0.00	07/24/2015				False	0
001-004-511000 Printed Materials				MATERIALS					
JULY 2015	7/10/2015	367.82	0.00	07/24/2015				False	0
001-004-517000 Library Program				MATERIALS					
JULY 2015	7/10/2015	16.84	0.00	07/24/2015				False	0
001-004-473000 Misc Expense				MATERIALS					
JULY 2015 Total:		2,339.61							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
AMAZON.COM Total:		2,339.61							
CANON SOLUTIONS AMERICA, INC 15004 COLLECTIONS CENTER DRIVE CHICAGO, IL 60693 021694									
4016341564	6/30/2015	72.39	0.00	07/24/2015				False	0
001-004-473000 Misc Expense			COPIER						
4016341564 Total:		72.39							
CANON SOLUTIONS AM		72.39							
CARQUEST AUTO PARTS STORES 58105 COLUMBIA RIVER HWY ST. HELENS, OR 97051 005845									
1611-276217	6/4/2015	103.68	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-276217 Total:		103.68							
1611-277258	6/17/2015	10.20	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-277258 Total:		10.20							
1611-277739	6/22/2015	4.82	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-277739 Total:		4.82							
1611-277799	6/23/2015	25.70	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-277799 Total:		25.70							
1611-277869	6/23/2015	30.02	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
1611-277869 Total:		30.02							
1611-278165	6/26/2015	35.62	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-278165 Total:		35.62							
CARQUEST AUTO PART		210.04							
CENTRAL CITY CONCERN									
232 NW 6TH AVE									
PORTLAND, OR 97209									
006279									
JUNE 2015	6/30/2015	145.00	0.00	07/24/2015				False	0
001-002-473000 Miscellaneous Expense				DETOX HOLD TORIN HANSON					
JUNE 2015 Total:		145.00							
CENTRAL CITY CONCE		145.00							
CENTURY LINK									
P O BOX 29080									
PHOENIX, AZ 85038-9080									
034004									
15196	7/15/2015	88.40	0.00	07/24/2015				False	0
017-417-458000 Telephone expense				ACCT 1665					
15196 Total:		88.40							
CENTURY LINK Total:		88.40							
COLUMBIA COUNTY TRANSFER STATION									
230 STRAND STREET									
ST. HELENS, OR 97051									
007579									
4847	6/30/2015	200.98	0.00	07/24/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
010-303-653302 I&I Reduction				ACCT 17					
4847	6/30/2015	32.86	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 17					
4847	6/30/2015	377.94	0.00	07/24/2015				False	0
010-303-653302 I&I Reduction				ACCT 17					
4847	6/30/2015	384.26	0.00	07/24/2015				False	0
010-303-653302 I&I Reduction				ACCT 17					
4847	6/30/2015	395.63	0.00	07/24/2015				False	0
010-303-653302 I&I Reduction				ACCT 17					
4847	6/30/2015	620.62	0.00	07/24/2015				False	0
010-303-653302 I&I Reduction				ACCT 17					
4847	6/30/2015	25.28	0.00	07/24/2015				False	0
001-005-501000 Operating Materials & Supp				ACCT 17					
4847	6/30/2015	31.60	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 17					
4847	6/30/2015	34.13	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 17					
4847	6/30/2015	40.45	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 17					
4847	6/30/2015	21.00	0.00	07/24/2015				False	0
001-005-501000 Operating Materials & Supp				ACCT 17					
4847	6/30/2015	49.30	0.00	07/24/2015				False	0
001-005-501000 Operating Materials & Supp				ACCT 17					
4847	6/30/2015	39.18	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 17					
4847	6/30/2015	42.98	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 17					
4847 Total:		2,296.21							
COLUMBIA COUNTY TR		2,296.21							
COLUMBIA RIVER P.U.D. P. O. BOX 1193 ST. HELENS, OR, 97051 008325									
JULY13 2015	7/13/2015	21.87	0.00	07/24/2015				False	0
017-017-459000 Utilities				ACCT 7493					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
JULY13 2015	7/13/2015	21.19	0.00	07/24/2015				False	0
017-017-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	1,981.55	0.00	07/24/2015				False	0
017-017-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	468.04	0.00	07/24/2015				False	0
017-017-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	47.29	0.00	07/24/2015				False	0
017-017-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	353.26	0.00	07/24/2015				False	0
017-017-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	442.89	0.00	07/24/2015				False	0
001-002-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	20.30	0.00	07/24/2015				False	0
001-002-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	889.63	0.00	07/24/2015				False	0
001-004-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	25.25	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	20.00	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	222.32	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	578.55	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	64.74	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	104.43	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	36.78	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	15.15	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	15.42	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	19.19	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 7493					
JULY13 2015	7/13/2015	48.05	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 7493					
JULY13 2015	7/13/2015	15.42	0.00	07/24/2015				False	0



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
001-005-509000 Marine board expense				ACCT 7493					
JULY13 2015	7/13/2015	43.24	0.00	07/24/2015				False	0
001-005-509000 Marine board expense				ACCT 7493					
JULY13 2015	7/13/2015	4,597.85	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 7493					
JULY13 2015	7/13/2015	49.00	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 7493					
JULY13 2015	7/13/2015	36.24	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 7493					
JULY13 2015	7/13/2015	29.16	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 7493					
JULY13 2015	7/13/2015	27.93	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 7493					
JULY13 2015	7/13/2015	86.05	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 7493					
JULY13 2015	7/13/2015	25.45	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 7493					
JULY13 2015	7/13/2015	124.62	0.00	07/24/2015				False	0
012-107-459000 Utilitites				ACCT 7493					
JULY13 2015	7/13/2015	90.97	0.00	07/24/2015				False	0
012-107-459000 Utilitites				ACCT 7493					
JULY13 2015	7/13/2015	23.59	0.00	07/24/2015				False	0
012-107-459000 Utilitites				ACCT 7493					
JULY13 2015	7/13/2015	111.79	0.00	07/24/2015				False	0
012-107-459000 Utilitites				ACCT 7493					
JULY13 2015	7/13/2015	523.38	0.00	07/24/2015				False	0
012-107-459000 Utilitites				ACCT 7493					
JULY13 2015	7/13/2015	53.95	0.00	07/24/2015				False	0
013-403-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	226.41	0.00	07/24/2015				False	0
013-403-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	36.01	0.00	07/24/2015				False	0
013-403-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	6,012.65	0.00	07/24/2015				False	0
017-417-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	1,101.56	0.00	07/24/2015				False	0
018-019-534000 Electrical Energy				ACCT 7493					
JULY13 2015	7/13/2015	3,304.68	0.00	07/24/2015				False	0
018-020-534000 Electrical Energy				ACCT 7493					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
JULY13 2015	7/13/2015	22.29	0.00	07/24/2015				False	0
018-021-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	83.75	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	22.96	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	101.27	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	54.92	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	18.51	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	48.32	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	53.68	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	15.84	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015	7/13/2015	43.55	0.00	07/24/2015				False	0
018-022-459000 Utilities				ACCT 7493					
JULY13 2015 Total:		22,380.94							
COLUMBIA RIVER P.U.D		22,380.94							
HARRIS WORKSYSTEMS									
12150 SW GARDEN PLACE, PARK 2									
TIGARD, OR 97223									
014660									
186266	6/26/2015	1,295.00	0.00	07/24/2015				False	0
001-002-502000 Equipment Expense				CHAIRS					
186266 Total:		1,295.00							
HARRIS WORKSYSTEM		1,295.00							

HAWKINS DELAFIELD & WOOD, LLP

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
ONE CHASE MANHATTAN PLAZA NEW YORK, NY 10005-1401 014685									
JULY 2015	7/15/2015	4,930.40	0.00	07/24/2015				False	0
009-209-575130	Potential development ops			BOND COUNSEL SERVICES					
JULY 2015 Total:		4,930.40							
HAWKINS DELAFIELD &		4,930.40							
INGRAM LIBRARY SERVICES, INC. INGRAM BOOK COMPANY P.O. BOX 502779 ST. LOUIS, MO 63150 016240									
85151275	6/25/2015	-5.49	0.00	07/24/2015				False	0
001-004-511000	Printed Materials			CREDIT					
85151275 Total:		-5.49							
85996700	6/26/2015	394.64	0.00	07/24/2015				False	0
001-004-517000	Library Program			LIB PROGRAMS					
85996700 Total:		394.64							
85996701	6/26/2015	440.15	0.00	07/24/2015				False	0
001-004-511000	Printed Materials			BOOKS					
85996701 Total:		440.15							
85996702	6/26/2015	940.25	0.00	07/24/2015				False	0
001-004-511000	Printed Materials			BOOKS					
85996702 Total:		940.25							
85996703	6/26/2015	767.52	0.00	07/24/2015				False	0
001-004-511000	Printed Materials			BOOKS					
85996703 Total:		767.52							
85996874	6/26/2015	10.48	0.00	07/24/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-004-511000 Printed Materials					BOOKS				
85996874 Total:		10.48							
86046786	6/30/2015	18.45	0.00	07/24/2015				False	0
001-004-511000 Printed Materials					BOOKS				
86046786 Total:		18.45							
86046787	6/30/2015	119.39	0.00	07/24/2015				False	0
001-004-511000 Printed Materials					BOOKS				
86046787 Total:		119.39							
INGRAM LIBRARY SERV		2,685.39							
KOLDKIST BOTTLED WATER 909 N. COLUMBIA BLVD. PORTLAND, OR 97217 007248 JUNE 2015	6/30/2015	40.00	0.00	07/24/2015				False	0
001-002-473000 Miscellaneous Expense					BOTTLED WATER				
JUNE 2015 Total:		40.00							
KOLDKIST BOTTLED W		40.00							
MIDWEST TAPE P.O. BOX 820 HOLLAND, OH 43528 020427 92988443	7/1/2015	16.99	0.00	07/24/2015				False	0
001-004-481000 Visual Materials					DVD				
92988443 Total:		16.99							
92993532	7/2/2015	29.99	0.00	07/24/2015				False	0
001-004-481000 Visual Materials					CD				



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
92993532 Total:		29.99							
MIDWEST TAPE Total:		46.98							
NORTHWEST NATURAL GAS									
P.O. BOX 6017									
PORTLAND,, OR 97228-6017									
021400									
JULY30 2015	7/14/2015	15.68	0.00	07/24/2015				False	0
013-403-459000 Utilities				ACCT 114867-5					
JULY30 2015	7/14/2015	19.87	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 256304-7					
JULY30 2015	7/14/2015	15.68	0.00	07/24/2015				False	0
001-002-459000 Utilities				ACCT 256563-8					
JULY30 2015	7/14/2015	15.77	0.00	07/24/2015				False	0
018-019-459000 Utilites				ACCT 258575-0					
JULY30 2015	7/14/2015	15.77	0.00	07/24/2015				False	0
018-020-459000 Utilities				ACCT 2258575-0					
JULY30 2015	7/14/2015	33.44	0.00	07/24/2015				False	0
001-004-459000 Utilities				ACCT 258767-3					
JULY30 2015	7/14/2015	87.43	0.00	07/24/2015				False	0
001-005-459000 Utilities				ACCT 259856-3					
JULY30 2015	7/14/2015	15.68	0.00	07/24/2015				False	0
012-107-459000 Utilitites				ACCT 1323284-8					
JULY30 2015	7/14/2015	15.68	0.00	07/24/2015				False	0
012-107-459000 Utilitites				ACCT 1359528-5					
JULY30 2015	7/14/2015	7.84	0.00	07/24/2015				False	0
017-017-459000 Utilities				ACCT 1583294-2					
JULY30 2015	7/14/2015	7.84	0.00	07/24/2015				False	0
018-018-501000 Operating Materials & Supplies				ACCT 1960772-0					
JULY30 2015 Total:		250.68							
NORTHWEST NATURAL		250.68							

Oregon State Treasury


Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
350 Winter Street NE,Suite 100									
Salem, OR 97301-3896									
022745									
JULY 2015	7/23/2015	800.00	0.00	07/24/2015				False	0
009-209-575130	Potential development ops			LOAN FOR PROPERTY ACQUISITION - VENEER					
JULY 2015 Total:		800.00							
Oregon State Treasury Tota		800.00							
<hr/>									
PAULSON PRINTING									
125 N. 19TH ST.									
ST. HELENS, OR, 97051									
025300									
C8112	6/30/2015	67.00	0.00	07/24/2015				False	0
001-002-502000	Equipment Expense			BUS. CARDS FOR HOGUE					
C8112 Total:		67.00							
C8146	6/30/2015	67.00	0.00	07/24/2015				False	0
001-002-502000	Equipment Expense			BUS. CARDS FOR GASTON					
C8146 Total:		67.00							
PAULSON PRINTING To		134.00							
<hr/>									
PEACEHEALTH MEDICAL GROUP OCC.HEALTH									
1405 DELAWARE									
LONGVIEW, WA 98632									
025390									
03-057615	7/6/2015	100.00	0.00	07/24/2015				False	0
013-403-554000	Contractual/consulting serv			PHYSICAL EXAM S. WILLIAMS					
03-057615 Total:		100.00							
PEACEHEALTH MEDICA		100.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
PERMA-BOUND									
617 EAST VANDALIA ROAD									
JACKSONVILLE, IL 62650-3599									
025410									
1638280-00	6/30/2015	316.05	0.00	07/24/2015				False	0
001-004-511000 Printed Materials			BOOKS						
1638280-00 Total:		316.05							
PERMA-BOUND Total:		316.05							
SCHOLASTIC									
PO BOX 3720									
JEFFERSON CITY, MO 65102-3720									
029100									
11268704	6/19/2015	906.69	0.00	07/24/2015				False	0
009-207-652730 Ready to Read			BOOKS						
11268704 Total:		906.69							
11338562	6/19/2015	15.92	0.00	07/24/2015				False	0
009-207-652730 Ready to Read			BOOKS						
11338562 Total:		15.92							
SCHOLASTIC Total:		922.61							
STAPLES ADVANTAGE									
PO BOX 95708									
CHICAGO, IL 60694-5708									
031984									
3270110763	6/27/2015	21.38	0.00	07/24/2015				False	0
001-103-457000 Office supplies			OFFICE SUPPLIES						
3270110763 Total:		21.38							
3270110764	6/27/2015	10.18	0.00	07/24/2015				False	0
001-103-457000 Office supplies			OFFICE SUPPLIES						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
3270110764 Total:		10.18							
3270110765	6/27/2015	10.18	0.00	07/24/2015				False	0
001-103-457000 Office supplies			OFFICE SUPPLIES						
3270110765 Total:		10.18							
3270110766	6/27/2015	10.18	0.00	07/24/2015				False	0
001-103-457000 Office supplies			OFFICE SUPPLIES						
3270110766 Total:		10.18							
STAPLES ADVANTAGE T		51.92							
SUNSET AUTO PARTS, INC. NAPA AUTO PARTS P.O. BOX 669 SCAPPOOSE,, OR 97056 020815									
932-995426	6/9/2015	44.99	0.00	07/24/2015				False	0
001-002-510000 Automobile Expense			CAR WASH SOAP						
932-995426 Total:		44.99							
932-996437	6/16/2015	7.29	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			MATERIALS						
932-996437 Total:		7.29							
932-996460	6/16/2015	30.98	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			MATERIALS						
932-996460 Total:		30.98							
932-997607	6/23/2015	70.51	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp			MATERIALS						
932-997607 Total:		70.51							
932-998745	6/30/2015	15.99	0.00	07/24/2015				False	0



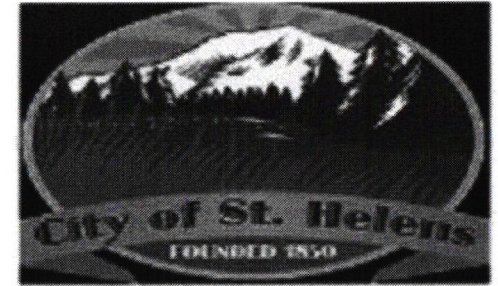
Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
013-403-501000 Operating materials/supplies					MATERIALS				
932-998745 Total:		15.99							
SUNSET AUTO PARTS, I		169.76							
SUNSET EQUIPMENT CO. 100 PORT AVE. ST. HELENS, OR, 97051 032700									
080698	6/11/2015	8.28	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp					GASKET TIRE GAUGE				
080698 Total:		8.28							
SUNSET EQUIPMENT C		8.28							
SUPERIOR TIRE SERVICES PO BOX 13759 SALEM, OR 97309 032774									
6392943	6/17/2015	1,184.00	0.00	07/24/2015				False	0
001-002-510000 Automobile Expense					TIRES				
6392943 Total:		1,184.00							
6393175	6/30/2015	378.00	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp					TIRES				
6393175 Total:		378.00							
6393954	6/24/2015	592.00	0.00	07/24/2015				False	0
001-002-510000 Automobile Expense					TIRES				
6393954 Total:		592.00							
SUPERIOR TIRE SERVIC		2,154.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
TUALATIN VALLEY FIRE & RESCUE 11945 SW 70TH AVE TIGARD, OR 97223-9196 033826									
3617	6/30/2015	37.35	0.00	07/24/2015				False	0
001-002-473000 Miscellaneous Expense				MILEAGE HIV ANTIBODY CONTRACT SHPD104E					
3617 Total:		37.35							
TUALATIN VALLEY FIR		37.35							
Report Total:		41,529.01							

# Accounts Payable

## To Be Paid Proof List

User: jenniferj  
 Printed: 07/24/2015 - 8:38AM  
 Batch: 00010.07.2015 - 7/24 FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
AMERICAN EXTERMINATION PLUS, INC. 2770 SE TV HWY. HILLSBORO,, OR 97123 AMERICAN									
105029	7/14/2015	105.00	0.00	07/24/2015				False	0
001-110-470000 Building expense				SR. CENTER PEST CONTROL					
105029 Total:		105.00							
AMERICAN EXTERMIN		105.00							
ANDERSON'S WESTERN SALES AND SUPPLY, INC. P.O. BOX 248 ST. HELENS,, OR 97051-0248 001708									
168787	7/8/2015	24.00	0.00	07/24/2015				False	0
001-005-501000 Operating Materials & Supp				SAFTEY GLASSES					
168787 Total:		24.00							
ANDERSON'S WESTERN		24.00							
CINTAS CORPORATION CINTAS FIRST AID & SAFETY PO BOX 631025 CINCINNATI, OH 45263-1025 037620									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
5003350816	7/14/2015	33.64	0.00	07/24/2015				False	0
001-005-501000 Operating Materials & Supp				CABINET REFILL PARKS					
5003350816 Total:		33.64							
5003350819	7/14/2015	53.13	0.00	07/24/2015				False	0
013-403-470000 Building				CABINET REFILL PW					
5003350819 Total:		53.13							
CINTAS CORPORATION		86.77							
CINTAS CORPORATION-463 PO BOX 650838 DALLAS, TX 75265-0838 006830									
463512735	7/15/2015	44.12	0.00	07/24/2015				False	0
018-019-470000 Building Expense				MATS					
463512735	7/15/2015	44.11	0.00	07/24/2015				False	0
018-020-470000 Building Expense				MATS					
463512735 Total:		88.23							
463512738	7/14/2015	38.84	0.00	07/24/2015				False	0
013-403-470000 Building				MATS					
463512738 Total:		38.84							
CINTAS CORPORATION		127.07							
CODE PUBLISHING, INC. 9410 ROOSEVELT WAY NE SEATTLE, WA 98115-2844 007162									
50401	7/17/2015	656.00	0.00	07/24/2015				False	0
012-102-554000 Contractual/consulting serv				ELECTRONIC UPDATE					
50401 Total:		656.00							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
CODE PUBLISHING, INC		656.00							
COLUMBIA RIVER P.U.D. P. O. BOX 1193 ST. HELENS, OR, 97051 008325									
1462205	7/16/2015	322.76	0.00	07/24/2015				False	0
011-011-453000 Street Lighting				ACCT 73638 MATERIAL COSTS, LABOR COSTS, EQUI					
1462205 Total:		322.76							
COLUMBIA RIVER P.U.D		322.76							
COMCAST PO BOX 34744 SEATTLE, WA 98124-1744 COMCAST JULY 2015									
001-005-458000 Telephone Expense	7/23/2015	107.00	0.00	07/24/2015				False	0
				PARKS 8778102010859228 INTERNET / PHONE					
JULY 2015 Total:		107.00							
COMCAST Total:		107.00							
CONSOLIDATED SUPPLY P O BOX 5788 PORTLAND, OR, 97228 009000									
S7380794.001	7/9/2015	768.32	0.00	07/24/2015				False	0
017-017-501000 Operating Materials & Sup.				BRASS CAP					
S7380794.001 Total:		768.32							
S7380794.002	7/8/2015	64.15	0.00	07/24/2015				False	0
017-017-501000 Operating Materials & Sup.				IPS BRNZ					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
S7380794.002 Total:		64.15							
s7388034.001	7/9/2015	284.70	0.00	07/24/2015				False	0
018-018-501000 Operating Materials & Supplies			MATERIALS						
s7388034.001 Total:		284.70							
CONSOLIDATED SUPPL		1,117.17							
CONSUMER REPORTS SUBSCRIPTION DEPT PO BOX 2069 HARLAN, IA 51593-4252 CONS.RPT									
JULY 2015	6/29/2015	98.00	0.00	07/24/2015				False	0
001-004-512000 Periodicals			SUBSCRIPTION						
JULY 2015 Total:		98.00							
CONSUMER REPORTS S		98.00							
COOKING LIGHT PO BOX 62120 TAMPA, FL 33662-2120 COOKLIGH									
JULY 2015	7/21/2015	16.00	0.00	07/24/2015				False	0
001-004-512000 Periodicals			SUBSCRIPTION						
JULY 2015 Total:		16.00							
COOKING LIGHT Total:		16.00							
COUNTRY MEDIA INC. PO BOX 9278 PORTLAND, OR 97204 006800									
185887	7/1/2015	102.36	0.00	07/24/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-104-493000 Legal notices					NOTICE CUST 22482				
185887 Total:		102.36							
COUNTRY MEDIA INC. T		102.36							
CUES P O BOX 933258 ATLANTA, GA 31193-3258 007247									
437229	7/15/2015	984.26	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp					TRACK ASSY RND CLEAT - MATERIALS				
437229 Total:		984.26							
CUES Total:		984.26							
EAGLE STAR ROCK PRODUCTS, INC. P.O. BOX 750 ST. HELENS, OR 97051 010970									
29580	7/9/2015	125.45	0.00	07/24/2015				False	0
018-021-501000 Operating Materials & Supplies					MATERIALS				
29580 Total:		125.45							
29601	7/14/2015	238.16	0.00	07/24/2015				False	0
018-021-501000 Operating Materials & Supplies					MATERIALS				
29601 Total:		238.16							
EAGLE STAR ROCK PRO		363.61							
GRAHAM, RICK 3135 6TH STREET P O BOX 467 COLUMBIA CITY, OR 97018									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
014043									
JULY 2015	7/14/2015	1,275.28	0.00	07/24/2015				False	0
001-002-490000	Police Training/Supplies			RICK GRAHAM FBI CONFERENCE					
	JULY 2015 Total:	1,275.28							
	GRAHAM, RICK Total:	1,275.28							
H.D. FOWLER CO. P. O. BOX 160 BELLEVUE, WA, 98009 012650									
13974212	7/10/2015	624.20	0.00	07/24/2015				False	0
017-017-501000	Operating Materials & Sup.			MATERIALS					
	13974212 Total:	624.20							
13977181	7/14/2015	47.00	0.00	07/24/2015				False	0
017-017-501000	Operating Materials & Sup.			MATERIALS					
	13977181 Total:	47.00							
	H.D. FOWLER CO. Total:	671.20							
HACH COMPANY 2207 COLLECTIONS CENTER DRIV CHICAGO,, IL 60693 014200									
9452311	7/1/2015	155.84	0.00	07/24/2015				False	0
018-020-501000	Operating Materials & Supplies			MATERIALS					
9452311	7/1/2015	155.83	0.00	07/24/2015				False	0
018-019-501000	Operating Materials			MATERIALS					
	9452311 Total:	311.67							
9453449	7/1/2015	12.25	0.00	07/24/2015				False	0
018-019-501000	Operating Materials			MATERIALS					
9453449	7/1/2015	12.24	0.00	07/24/2015				False	0



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
018-020-501000 Operating Materials & Supplies					MATERIALS				
9453449 Total:		24.49							
9454756	7/2/2015	114.16	0.00	07/24/2015				False	0
017-017-501000 Operating Materials & Sup.					REAGENT SET CHLORINE FREE				
9454756	7/2/2015	57.08	0.00	07/24/2015				False	0
017-417-501000 Operating materials and suppli					REAGENT SET CHLORINE FREE				
9454756 Total:		171.24							
9457169	7/3/2015	38.39	0.00	07/24/2015				False	0
018-019-501000 Operating Materials					MATERIALS				
9457169	7/3/2015	38.39	0.00	07/24/2015				False	0
018-020-501000 Operating Materials & Supplies					MATERIALS				
9457169 Total:		76.78							
HACH COMPANY Total:		584.18							
LAWSON PRODUCTS, INC.									
PO BOX 809401									
CHICAGO, IL 60680-9401									
018040									
9303398483	7/7/2015	275.91	0.00	07/24/2015				False	0
015-015-501000 Operating Materials & Supp					MATERIALS				
9303398483 Total:		275.91							
LAWSON PRODUCTS, IN		275.91							
LEAGUE OF OREGON CITIES									
1201 COURT ST.NE,SUITE 200									
SALEM, OR 97301									
018100									
16839	7/13/2015	20.00	0.00	07/24/2015				False	0
001-002-526000 Publicity					WEB ADS				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
16839 Total:		20.00							
LEAGUE OF OREGON C		20.00							
MEANS NURSERY, INC. 33668 JOHNSONS LANDING RD SCAPPOOSE, OR, 97056 020008									
166904	7/15/2015	89.83	0.00	07/24/2015	PARKS FLOWERS			False	0
001-005-501000 Operating Materials & Supp									
166904 Total:		89.83							
167135	7/16/2015	46.40	0.00	07/24/2015	PARKS FLOWERS			False	0
001-005-501000 Operating Materials & Supp									
167135 Total:		46.40							
MEANS NURSERY, INC.		136.23							
MIDWEST TAPE P.O. BOX 820 HOLLAND, OH 43528 020427									
93010613	7/9/2015	16.99	0.00	07/24/2015	MATERIALS			False	0
001-004-481000 Visual Materials									
93010613 Total:		16.99							
MIDWEST TAPE Total:		16.99							
NATIONAL GEOGRAPHIC KIDS PO BOX 62130 TAMPA, FL 33662-2130 020842									
JULY 2015	7/15/2015	34.00	0.00	07/24/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-004-512000 Periodicals					SUBSCRIPTION				
	JULY 2015 Total:	34.00							
	NATIONAL GEOGRAPHI	34.00							
NORTHSTAR CHEMICAL, INC. P.O. BOX 6860 PORTLAND,, OR 97228-6860 021556									
63417	7/9/2015	524.60	0.00	07/24/2015				False	0
017-417-527000 Chlorine					SODIUM HYPOCHLORITE				
	63417 Total:	524.60							
63463	7/10/2015	3,991.70	0.00	07/24/2015				False	0
017-417-527000 Chlorine					SODIUM HYDROXIDE				
	63463 Total:	3,991.70							
	NORTHSTAR CHEMICAL	4,516.30							
OPUS:INTERACTIVE, INC. 1225 W BURNSIDE STREET SUITE 310 PORTLAND, OR 97209 021979									
269613	7/15/2015	39.00	0.00	07/24/2015				False	0
012-102-473000 Miscellaneous					OTI-DSL ACCT 5951				
	269613 Total:	39.00							
269899	7/15/2015	5.00	0.00	07/24/2015				False	0
001-002-500000 Computer System Maint.					DNS HOSTING ACCT 5022 POLICE				
	269899 Total:	5.00							
270021	7/15/2015	5.00	0.00	07/24/2015				False	0
001-002-500000 Computer System Maint.					EMAIL ACCT 4775				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
270021 Total:		5.00							
OPUS:INTERACTIVE, IN		49.00							
OVERDRIVE INC P.O. BOX 72117 CLEVELAND, OH 44192-0002 024059									
H-0028739	7/1/2015	3,190.15	0.00	07/24/2015				False	0
001-004-517100 Digital resources				DIGITAL RESOURCES					
H-0028739 Total:		3,190.15							
OVERDRIVE INC Total:		3,190.15							
PEAK ELECTRIC GROUP, LLC 57096 S MORSE ROAD WARREN, OR 97053 PEAK.ELE									
JULY 2015	7/9/2015	172.50	0.00	07/24/2015				False	0
001-004-470000 Building Expense				ELECTRIC					
JULY 2015 Total:		172.50							
PEAK ELECTRIC GROU		172.50							
PETERSEN, KANNIKAR 101 ST. HELENS STREET ST. HELENS, OR 97051 PETER.KA									
JULY 2015	7/20/2015	59.05	0.00	07/24/2015				False	0
009-201-558105 Summer arts in the park				PAINT					
JULY 2015 Total:		59.05							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
<hr/>									
PETERSEN, KANNIKAR		59.05							
PHILLIPS, CYNTHIA 11220 SW APALACHEE STREET TUALATIN, OR 97062 025515									
073015	7/21/2015	1,592.00	0.00	07/24/2015				False	0
001-103-554000 Contractual/consulting serv				MUNICIPAL COURT JUDGE					
073015 Total:		1,592.00							
PHILLIPS, CYNTHIA Tot		1,592.00							
PRECISION ENGRAVING, INC. 33097 ONNA WAY SCAPPOOSE, OR 97056 026004									
57488	7/5/2015	13.28	0.00	07/24/2015				False	0
012-102-457000 Office supplies				NAME PLATES COUNCIL CHAMBERS					
57488	7/5/2015	13.27	0.00	07/24/2015				False	0
013-402-457000 Office supplies				NAME PLATES COUNCIL CHAMBERS					
57488	7/5/2015	13.27	0.00	07/24/2015				False	0
013-403-457000 Office supplies				NAME PLATES COUNCIL CHAMBERS					
57488 Total:		39.82							
PRECISION ENGRAVING		39.82							
SELDEN, LAURIE 9765 SW IMPERIAL DRIVE PORTLAND, OR 97225 030715									
083114	7/21/2015	2,948.00	0.00	07/24/2015				False	0
001-103-554000 Contractual/consulting serv				CRIMINAL PROSECUTORIAL SERVICES					
083114 Total:		2,948.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
SELDEN, LAURIE Total:		2,948.00							
SELF									
PO BOX 37660									
BOONE, IA 50037-4660									
SELF									
JULY 2015	7/15/2015	9.97	0.00	07/24/2015				False	0
001-004-512000 Periodicals				SUBSCRIPTION					
JULY 2015 Total:		9.97							
SELF Total:		9.97							
SHERWIN-WILLIAMS									
58741 COLUMBIA RIVER HWY.									
ST. HELENS, OR 97051									
031345									
8986-9	7/7/2015	69.66	0.00	07/24/2015				False	0
018-019-501000 Operating Materials				PAINT					
8986-9	7/7/2015	69.67	0.00	07/24/2015				False	0
018-020-501000 Operating Materials & Supplies				PAINT					
8986-9 Total:		139.33							
SHERWIN-WILLIAMS To		139.33							
SOLUTIONS YES									
7409 SW TECH CENTER DRIVE									
SUITE 100									
PORTLAND, OR 97223									
013581									
INV47193	7/20/2015	329.08	0.00	07/24/2015				False	0
012-107-502000 Equipment expense				INK					
INV47193 Total:		329.08							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
SOLUTIONS YES Total:		329.08							
Stone, Cheryl									
, Stone.C									
JULY 2015	7/23/2015	94.88	0.00	07/24/2015				False	0
001-103-490000	Professional development				CHERYL STONE EUGENE MUN. COURT TRAVEL EXP				
JULY 2015 Total:		94.88							
Stone, Cheryl Total:		94.88							
TCMS CORPORATION									
PO BOX 11005									
PORTLAND, OR, 97211									
033013									
012780	7/1/2015	1,786.00	0.00	07/24/2015				False	0
001-004-470000	Building Expense				LIBRARY CONTRACT HVAC				
012780	7/1/2015	1,190.00	0.00	07/24/2015				False	0
009-202-470000	Building expense				LIBRARY CONTRACT HVAC				
012780 Total:		2,976.00							
TCMS CORPORATION T		2,976.00							
TERRITORIAL SUPPLIES INC.									
P O BOX 474									
COUNCIL., ID 83612									
033015									
12540	6/26/2015	104.50	0.00	07/24/2015				False	0
001-002-502000	Equipment Expense				NK TEST A OPIUM ALKALOIDS				
12540 Total:		104.50							
TERRITORIAL SUPPLIE		104.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
UPS									
P.O. BOX 894820									
LOS ANGELES, CA 90189-4820									
033900									
00006550XW285	7/11/2015	7.62	0.00	07/24/2015				False	0
017-017-501000 Operating Materials & Sup.				SHIPPING					
00006550XW285	7/11/2015	22.27	0.00	07/24/2015				False	0
017-417-501000 Operating materials and suppli				SHIPPING					
00006550XW285	7/11/2015	22.27	0.00	07/24/2015				False	0
017-417-501000 Operating materials and suppli				SHIPPING					
00006550XW285	7/11/2015	5.95	0.00	07/24/2015				False	0
017-417-501000 Operating materials and suppli				SHIPPING SURCHARGE					
00006550XW285 Total:		58.11							
UPS Total:		58.11							
WILCOX & FLEGEL									
P O BOX 69									
LONGVIEW, WA, 98632									
037003									
C163974-IN	7/7/2015	97.37	0.00	07/24/2015				False	0
013-403-531000 Gasoline				DIESEL					
C163974-IN Total:		97.37							
C164277-IN	7/15/2015	3,201.29	0.00	07/24/2015				False	0
013-403-531000 Gasoline				DIESEL / GAS					
C164277-IN Total:		3,201.29							
WILCOX & FLEGEL Tota		3,298.66							
WRITER'S DIGEST									
SUBSCRIPTION PROCESSING									
PO BOX 421751									
PALM COAST, FL 32142-9953									



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
037510									
JULY 2015	7/15/2015	24.96	0.00	07/24/2015				False	0
001-004-512000 Periodicals					SUBSCRIPTION				
	JULY 2015 Total:	24.96							
	WRITER'S DIGEST Total:	24.96							
	Report Total:	26,726.10							



# Accounts Payable

## To Be Paid Proof List

User: jenniferj  
 Printed: 08/07/2015 - 9:04AM  
 Batch: 00001.08.2015 - 8/7 FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
ACE HARDWARE									
155 S COLUMBIA RIVER HWY									
ST HELENS, OR 97051									
000500									
1213	7/31/2015	2,198.41	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1213 Total:		2,198.41							
1214	7/31/2015	4.72	0.00	08/07/2015				False	0
001-002-502000 Equipment Expense				MATERIALS					
1214 Total:		4.72							
1216	7/31/2015	4.04	0.00	08/07/2015				False	0
013-403-470000 Building				MATERIALS					
1216 Total:		4.04							
1217	7/31/2015	28.22	0.00	08/07/2015				False	0
018-019-501000 Operating Materials				MATERIALS					
1217	7/31/2015	28.23	0.00	08/07/2015				False	0
018-020-501000 Operating Materials & Supplies				MATERIALS					
1217	7/31/2015	10.98	0.00	08/07/2015				False	0
018-019-501000 Operating Materials				MATERIALS					
1217	7/31/2015	10.98	0.00	08/07/2015				False	0
018-020-501000 Operating Materials & Supplies				MATERIALS					
1217	7/31/2015	60.39	0.00	08/07/2015				False	0
018-018-501000 Operating Materials & Supplies				MATERIALS					
1217 Total:		138.80							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
1218	7/31/2015	13.48	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	26.73	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	69.98	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	23.02	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	7.86	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	18.10	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	11.98	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	27.16	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	11.76	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	45.15	0.00	08/07/2015				False	0
001-005-509000 Marine board expense				MATERIALS					
1218	7/31/2015	8.99	0.00	08/07/2015				False	0
011-011-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	14.99	0.00	08/07/2015				False	0
013-403-501000 Operating materials/supplies				MATERIALS					
1218	7/31/2015	20.12	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	26.88	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp				MATERIALS					
1218	7/31/2015	5.99	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
1218	7/31/2015	6.98	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
1218	7/31/2015	22.15	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
1218	7/31/2015	33.48	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
1218	7/31/2015	12.99	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
1218	7/31/2015	11.98	0.00	08/07/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
017-017-501000 Operating Materials & Sup.					MATERIALS				
1218	7/31/2015	27.73	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.					MATERIALS				
1218	7/31/2015	15.98	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.					MATERIALS				
1218 Total:		463.48							
ACE HARDWARE Total:		2,809.45							
ALEXIN ANALYTICAL LABS, INC. LABORATORIES, INC. 13035 S.W. PACIFIC HWY. TIGARD, OR, 97223-001650									
22998	7/30/2015	375.00	0.00	08/07/2015				False	0
017-017-472000 Lab Testing					ROUTINE E.COLI TESTING				
22998 Total:		375.00							
ALEXIN ANALYTICAL L		375.00							
BEMIS PRINTING 267 S 1ST STREET ST. HELENS, OR 97051 002701									
6335	7/24/2015	6.30	0.00	08/07/2015				False	0
012-107-457000 Office supplies					REPLACEMENT INK PAD				
6335 Total:		6.30							
BEMIS PRINTING Total:		6.30							
BLACKSTONE AUDIO, INC. 31 MISTLETOE ROAD ASHLAND, OR 97520 003595									



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
780332	8/4/2015	10.72	0.00	08/07/2015				False	0
001-004-483000 Audio Materials				CD					
780332 Total:		10.72							
BLACKSTONE AUDIO, I		10.72							
CANON SOLUTIONS AMERICA, INC 15004 COLLECTIONS CENTER DR CHICAGO, IL 60693 021694									
4016604459	7/31/2015	27.44	0.00	08/07/2015				False	0
001-004-473000 Misc Expense				MAINTENANCE COPIER					
4016604459 Total:		27.44							
CANON SOLUTIONS AM		27.44							
CARQUEST AUTO PARTS STORES 58105 COLUMBIA RIVER HWY ST. HELENS, OR 97051 005845									
1611-IC-279695	7/29/2015	-171.07	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp				CREDIT					
1611-IC-279695 Total:		-171.07							
1611-IC-280950	7/29/2015	-21.69	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp				CREDIT					
1611-IC-280950 Total:		-21.69							
1611-ID-278499	7/1/2015	7.98	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-278499 Total:		7.98							
1611-ID-279058	7/8/2015	25.24	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
1611-ID-279058 Total:		25.24							
1611-ID-279215	7/9/2015	55.98	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-ID-279215 Total:		55.98							
1611-ID-279546	7/14/2015	103.68	0.00	08/07/2015				False	0
001-002-510000 Automobile Expense			MOTOR OIL						
1611-ID-279546 Total:		103.68							
1611-ID-279565	7/14/2015	171.07	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-ID-279565 Total:		171.07							
1611-ID-280189	7/21/2015	21.65	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-ID-280189 Total:		21.65							
1611-ID-280428	7/23/2015	51.84	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-ID-280428 Total:		51.84							
1611-ID-280854	7/29/2015	246.49	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-ID-280854 Total:		246.49							
1611-ID-280856	7/29/2015	21.69	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-ID-280856 Total:		21.69							
1611-ID-280951	7/30/2015	32.28	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			AUTO PARTS						
1611-ID-280951 Total:		32.28							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
1611-ID-280968	7/30/2015	5.99	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-280968 Total:		5.99							
CARQUEST AUTO PART		551.13							
CENTERLOGIC, INC. 7414 NE HAZEL DELL AVE SUITE B VANCOUVER, WA 98665 011595									
30630	8/4/2015	195.06	0.00	08/07/2015				False	0
012-101-500000 Information services				IT SUPPORT					
30630	8/4/2015	190.27	0.00	08/07/2015				False	0
001-100-500000 Information services				IT SUPPORT					
30630	8/4/2015	227.82	0.00	08/07/2015				False	0
001-103-500000 Information services				IT SUPPORT					
30630	8/4/2015	106.87	0.00	08/07/2015				False	0
001-104-500000 Information services				IT SUPPORT					
30630	8/4/2015	678.61	0.00	08/07/2015				False	0
001-002-500000 Computer System Maint.				IT SUPPORT					
30630	8/4/2015	424.80	0.00	08/07/2015				False	0
001-004-500000 Computer Maintenance				IT SUPPORT					
30630	8/4/2015	218.45	0.00	08/07/2015				False	0
001-105-500000 Information services				IT SUPPORT					
30630	8/4/2015	41.70	0.00	08/07/2015				False	0
015-015-500000 Computer System Maint.				IT SUPPORT					
30630	8/4/2015	246.38	0.00	08/07/2015				False	0
012-102-500000 Information services				IT SUPPORT					
30630	8/4/2015	614.31	0.00	08/07/2015				False	0
012-106-500000 Information services				IT SUPPORT					
30630	8/4/2015	1,066.82	0.00	08/07/2015				False	0
012-106-575000 Equipment expense				UTILITIES SCANNER / MONITOR					
30630	8/4/2015	464.99	0.00	08/07/2015				False	0
013-402-500000 Information services				IT SUPPORT					
30630	8/4/2015	333.64	0.00	08/07/2015				False	0
013-403-500000 Information services				IT SUPPORT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
30630	8/4/2015	41.70	0.00	08/07/2015				False	0
017-417-501000	Operating materials and suppli				IT SUPPORT				
30630	8/4/2015	55.60	0.00	08/07/2015				False	0
018-019-500000	Computer System Maint.				IT SUPPORT				
30630 Total:		4,907.02							
CENTERLOGIC, INC. To		4,907.02							
CHAVES CONSULTING, INC.-CRMS CLOUD RECORDS MGMT.SOLUTIC P. O. BOX 886 BAKER CITY, OR 9814									
006630									
150128	8/3/2015	259.14	0.00	08/07/2015				False	0
012-102-554000	Contractual/consulting serv				MONTHLY USER FEE				
150128 Total:		259.14							
CHAVES CONSULTING,		259.14							
CINTAS CORPORATION-463 PO BOX 650838 DALLAS, TX 75265-0838									
006830									
463519415	7/29/2015	38.84	0.00	08/07/2015				False	0
013-403-470000	Building				MATS				
463519415 Total:		38.84							
CINTAS CORPORATION		38.84							
CITY OF COLUMBIA CITY P.O. BOX 189 COLUMBIA CITY,, OR 97018									
007370									
JULY 2015	7/26/2015	71.14	0.00	08/07/2015				False	0



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
017-417-459000 Utilities					001754-001 WTP				
	JULY 2015 Total:	71.14							
	CITY OF COLUMBIA CIT	71.14							
CITY OF SCAPPOOSE 33568 E COLUMBIA AVE SCAPPOOSE, OR 97056 SCAPPOOS									
0000051	7/29/2015	2,875.95	0.00	08/07/2015				False	0
001-105-554000 Contract Services					BUILDING OFFICIAL SERVICES D. SALLEE				
	0000051 Total:	2,875.95							
	CITY OF SCAPPOOSE To	2,875.95							
COASTWIDE LABORATORIES 39554 TREASURE CENTER CHICAGO, IL 60694-9500 007159									
2794368	7/28/2015	287.81	0.00	08/07/2015				False	0
012-107-457000 Office supplies					TP / HANDSOAP / PAPER TOWELS				
	2794368 Total:	287.81							
	COASTWIDE LABORATO	287.81							
COLUMBIA RIVER AUTO GLASS REPAIR PO BOX 553 ST. HELENS, OR 97051 008616									
7016	4/13/2015	235.00	0.00	08/07/2015				False	0
001-002-510000 Automobile Expense					REPLACEMENT CHECK 111164 LOST IN MAIL 06 CHEV				
	7016 Total:	235.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
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	COLUMBIA RIVER AUT	235.00							
COLUMBIA RIVER P.U.D. P. O. BOX 1193 ST. HELENS, OR, 97051 008325									
AUG 2015	8/3/2015	7,519.72	0.00	08/07/2015				False	0
	018-019-534000 Electrical Energy			ACCT 38633					
	AUG 2015 Total:	7,519.72							
	COLUMBIA RIVER P.U.D	7,519.72							
COMCAST PO BOX 34744 SEATTLE, WA 98124-1744 COMCAST									
JULY 2015	7/21/2015	107.85	0.00	08/07/2015				False	0
	001-002-458000 Telephone Expense			POLICE 8778102010034855					
JULY 2015	7/21/2015	164.27	0.00	08/07/2015				False	0
	012-107-457000 Office supplies			CITY HALL 8778102010039110					
JULY 2015	7/21/2015	94.87	0.00	08/07/2015				False	0
	001-004-500000 Computer Maintenance			CITY HALL 8778102010708631					
JULY 2015	7/21/2015	92.85	0.00	08/07/2015				False	0
	012-107-457000 Office supplies			CITY HALL 8778102010838453					
JULY 2015	7/21/2015	92.85	0.00	08/07/2015				False	0
	001-004-500000 Computer Maintenance			CITY HALL 8778102010843388					
JULY 2015	8/5/2015	102.85	0.00	08/07/2015				False	0
	001-005-509000 Marine board expense			MARINE BOARD 8778102010873930					
	JULY 2015 Total:	655.54							
	COMCAST Total:	655.54							
CONSOLIDATED SUPPLY P O BOX 5788									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
PORTLAND, OR, 97228									
009000									
S7398441.001	8/3/2015	16.82	0.00	08/07/2015				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
S7398441.001 Total:		16.82							
CONSOLIDATED SUPPL		16.82							
COUNTRY MEDIA INC.									
PO BOX 9278									
PORTLAND, OR 97207									
006800									
189467	7/29/2015	102.36	0.00	08/07/2015				False	0
001-104-493000 Legal notices				CH15-0221 NOTICE OF PUBLIC HEARING					
189467 Total:		102.36							
189468	7/29/2015	101.70	0.00	08/07/2015				False	0
001-104-493000 Legal notices				CH15-0220 NOTICE OF PUBLIC HEARING					
189468 Total:		101.70							
189469	7/29/2015	101.70	0.00	08/07/2015				False	0
001-104-493000 Legal notices				CH15-0219 NOTICE OF PUBLIC HEARING					
189469 Total:		101.70							
COUNTRY MEDIA INC. T		305.76							
DAY WIRELESS SYSTEMS									
39 INTERNATIONAL WAY									
LONGVIEW, WA 98632									
010117									
391489	7/29/2015	68.00	0.00	08/07/2015				False	0
001-002-522000 Radio & radar maint				RADIO REPAIR					
391489 Total:		68.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
	DAY WIRELESS SYSTEM	68.00							
DWELL PREFERRED SERVICES DIVISION P.O. BOX 5100 HARLAN, IA 51593-0600 DWELL									
JULY 2015	8/3/2015	28.00	0.00	08/07/2015				False	0
001-004-512000	Periodicals			SUBSCRIPTION					
JULY 2015 Total:		28.00							
DWELL PREFERRED SE		28.00							
FLASH ALERT NEWSWIRE 3041 NW GRASS VALLEY DR. CAMAS, WA 98607 012248									
7435	8/1/2015	210.00	0.00	08/07/2015				False	0
012-102-554000	Contractual/consulting serv			NEWS DISTRIBUTION					
7435 Total:		210.00							
FLASH ALERT NEWSWI		210.00							
GALLAGHER, DANIEL Q. ATTORNEY AT LAW PO BOX 978 SCAPPOOSE, OR 97056 013075									
JULY 2015	8/5/2015	70.00	0.00	08/07/2015				False	0
001-103-554000	Contractual/consulting serv			PRETRIAL					
JULY 2015 Total:		70.00							
GALLAGHER, DANIEL Q		70.00							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
HUDSON GARBAGE SERVICE									
PO BOX 1002									
ST HELENS, OR 97051									
015875									
8461732	8/5/2015	51.75	0.00	08/07/2015				False	0
001-004-459000 Utilities				20146-1001554 375 S 18TH					
8461732 Total:		51.75							
8462016	8/1/2015	83.00	0.00	08/07/2015				False	0
012-107-459000 Utilitites				2046-1287539 265 STRAND					
8462016 Total:		83.00							
HUDSON GARBAGE SER		134.75							
INGRAM LIBRARY SERVICES, INC.									
INGRAM BOOK COMPANY									
P.O. BOX 502779									
ST. LOUIS, MO 63150									
016240									
85185841	7/23/2015	-9.60	0.00	08/07/2015				False	0
001-004-511000 Printed Materials				CREDIT					
85185841 Total:		-9.60							
86415417	7/23/2015	13.10	0.00	08/07/2015				False	0
001-004-511000 Printed Materials				MATERIALS					
86415417 Total:		13.10							
86415419	7/23/2015	544.03	0.00	08/07/2015				False	0
001-004-511000 Printed Materials				MATERIALS					
86415419 Total:		544.03							
86415420	7/23/2015	96.36	0.00	08/07/2015				False	0
001-004-511000 Printed Materials				MATERIALS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
86415420 Total:		96.36							
INGRAM LIBRARY SERV		643.89							
INTERSTATE BATTERY OF COLUMBIA RIVER 3421 NE 109TH AVE VANCOUVER, WA 98682-7723 016626									
40030256	7/15/2015	151.42	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp			BATTERIES						
40030256 Total:		151.42							
40030257	7/15/2015	151.42	0.00	08/07/2015				False	0
001-002-510000 Automobile Expense			BATTERIES						
40030257 Total:		151.42							
INTERSTATE BATTERY		302.84							
JORDAN RAMIS PC ATTORNEYS AT LAW PO BOX 230669 PORTLAND, OR 97281 030274									
JULY 2015	7/31/2015	171.80	0.00	08/07/2015				False	0
012-101-454000 Attorney			BOISE PROPERTY						
JULY 2015	7/31/2015	30.00	0.00	08/07/2015				False	0
001-104-454000 Attorney			BOISE PROPERTY						
JULY 2015	7/31/2015	4,723.50	0.00	08/07/2015				False	0
009-209-554120 Urban renewal review			BOISE PROPERTY						
JULY 2015 Total:		4,925.30							
JORDAN RAMIS PC Tota		4,925.30							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
LEAF									
PO BOX 644006									
CINCINNATI, OH 45264-4006									
018101									
5852019	8/3/2015	170.00	0.00	08/07/2015				False	0
012-107-502000 Equipment expense				OCE VL2822C COPIER CONTRACT					
5852019 Total:		170.00							
LEAF Total:		170.00							
LEPPER, DOUGLAS									
16275 SW TUSCANY STREET									
PORTLAND, OR 97223									
LEPPER.D									
0002542	7/29/2015	5,870.00	0.00	08/07/2015				False	0
001-000-204000 Bail Deposit				BOND TRANSFER REFUND					
0002542 Total:		5,870.00							
LEPPER, DOUGLAS Total		5,870.00							
MAILBOXES NORTHWEST									
2034 COLUMBIA BLVD.									
ST. HELENS, OR 97051									
019366									
AUG 2015	8/1/2015	184.72	0.00	08/07/2015				False	0
018-019-472000 Lab Testing				PACKAGE POSTAGE					
AUG 2015 Total:		184.72							
MAILBOXES NORTHWE		184.72							
MASTER METER SYSTEMS									
921 BEASLEY STREE, STE 140									
LEXINGTON, KY 40509									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
019403									
0068894-IN	7/21/2015	750.00	0.00	08/07/2015				False	0
017-017-554000 Contractual/Consult Serv.					ANNUAL SUPPORT AND MAINTENANCE				
0068894-IN	7/21/2015	750.00	0.00	08/07/2015				False	0
018-018-554000 Contractual/Consulting Serv					ANNUAL SUPPORT AND MAINTENANCE				
0068894-IN Total:		1,500.00							
MASTER METER SYSTE		1,500.00							
MEANS NURSERY, INC.									
33668 JOHNSONS LANDING RD									
SCAPPOOSE, OR, 97056									
020008									
167487	7/29/2015	6.84	0.00	08/07/2015				False	0
001-005-501000 Operating Materials & Supp					ANNUAL ASSORT CUTTIN				
167487 Total:		6.84							
MEANS NURSERY, INC.		6.84							
MIDWEST TAPE									
P.O. BOX 820									
HOLLAND, OH 43528									
020427									
93048540	7/22/2015	9.99	0.00	08/07/2015				False	0
001-004-483000 Audio Materials					BILLINGUAL FUNS SING ALONG				
93048540 Total:		9.99							
MIDWEST TAPE Total:		9.99							
NORTHSTAR CHEMICAL, INC.									
P.O. BOX 6860									
PORTLAND,, OR 97228-6860									
021556									
64068	7/29/2015	417.50	0.00	08/07/2015				False	0



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
017-417-527000 Chlorine					SODIUM HYPOCHLORITE				
64068 Total:		417.50							
NORTHSTAR CHEMICAL		417.50							
NURNBERG SCIENTIFIC PO BOX 408 LAKE OSWEGO, OR 97034 021703									
0145440-IN	7/31/2015	150.04	0.00	08/07/2015				False	0
018-019-501000 Operating Materials					MATERIALS				
0145440-IN	7/31/2015	150.04	0.00	08/07/2015				False	0
018-020-501000 Operating Materials & Supplies					MATERIALS				
0145440-IN Total:		300.08							
0145479-IN	8/3/2015	41.89	0.00	08/07/2015				False	0
018-020-501000 Operating Materials & Supplies					MATERIALS				
0145479-IN	8/3/2015	41.89	0.00	08/07/2015				False	0
018-019-501000 Operating Materials					MATERIALS				
0145479-IN Total:		83.78							
NURNBERG SCIENTIFIC		383.86							
ONE CALL CONCEPTS, INC. 7223 PARKWAY DRIVE SUITE 210 HANOVER, MARYLAND, 21076- 021950									
5070503	7/31/2015	45.54	0.00	08/07/2015				False	0
017-017-554000 Contractual/Consult Serv.					MODEM DELIVERY TICKETS 69				
5070503	7/31/2015	45.54	0.00	08/07/2015				False	0
018-018-554000 Contractual/Consulting Serv					MODEM DELIVERY TICKETS 69				
5070503 Total:		91.08							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
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ONE CALL CONCEPTS,		91.08							
OREGON CITY/COUNTY MANAGEMENT ASSOCIATION 1201 COURT ST.NE, SUITE 200 SALEM, OR 97301 021701									
200375	7/28/2015	28.00	0.00	08/07/2015				False	0
012-101-490000 Professional development				OCCMA SUMMER CONFERENCE JOHN WALSH					
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200375 Total:		28.00							
<hr/>									
OREGON CITY/COUNTY		28.00							
OREGON HISTORICAL SOCIETY 1200 S.W. PARK AVE. PORTLAND, OR, 97208 022405									
JULY 2015	7/28/2015	120.00	0.00	08/07/2015				False	0
001-004-517000 Library Program				TWO MEMBERSHIPS TO THE OREGON HISTORICAL					
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JULY 2015 Total:		120.00							
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OREGON HISTORICAL S		120.00							
PEAK ELECTRIC GROUP, LLC 57096 S MORSE ROAD WARREN, OR 97053 PEAK.ELE									
150085	7/9/2015	210.00	0.00	08/07/2015				False	0
013-403-470000 Building				LABOR - SERVICE VAN- BALLAST					
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150085 Total:		210.00							
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PEAK ELECTRIC GROU		210.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
PETTY CASH- SHANNA DUGGAN									
,									
018757									
JULY 2015	7/1/2015	9.80	0.00	08/07/2015				False	0
001-000-354000 Misc Revenue					PUBLIC RECORDS REFUND				
JULY 2015	7/9/2015	7.50	0.00	08/07/2015				False	0
018-019-501000 Operating Materials					LUNCH WHILE DELIVERING SAMPLE				
JULY 2015	7/9/2015	7.50	0.00	08/07/2015				False	0
018-020-501000 Operating Materials & Supplies					LUNCH WHILE DELIVERING SAMPLE				
JULY 2015	7/13/2015	7.00	0.00	08/07/2015				False	0
015-015-501000 Operating Materials & Supp					CAR WASH RED BLAZER				
JULY 2015	7/13/2015	12.19	0.00	08/07/2015				False	0
001-100-473000 Miscellaneous					YOUTH COUNCIL SNACKS				
JULY 2015	7/14/2015	5.25	0.00	08/07/2015				False	0
018-019-501000 Operating Materials					LUNCH WHILE DELIVERING SAMPLES J.N				
JULY 2015	7/14/2015	5.25	0.00	08/07/2015				False	0
018-020-501000 Operating Materials & Supplies					LUNCH WHILE DELIVERING SAMPLES J.N				
JULY 2015	7/14/2015	3.44	0.00	08/07/2015				False	0
012-102-524000 Special projects					BIRTHDAY CARDS				
JULY 2015	7/15/2015	19.99	0.00	08/07/2015				False	0
012-107-457000 Office supplies					COFFEE SUPPLIES- UPSTAIRS				
JULY 2015	7/17/2015	60.00	0.00	08/07/2015				False	0
009-201-558108 Administration & marketing					ACC AWARD MONEY FAIR				
JULY 2015	7/21/2015	68.00	0.00	08/07/2015				False	0
001-100-558100 Grants and awards					RELAY FOR LIFE				
JULY 2015	7/24/2015	6.99	0.00	08/07/2015				False	0
001-103-490000 Professional development					COURT MEETING PIZZA / WATER				
JULY 2015	7/24/2015	74.75	0.00	08/07/2015				False	0
001-103-490000 Professional development					MILEAGE REIMB SALEM COURT MTG. HOLLY FENT				
JULY 2015	7/24/2015	112.88	0.00	08/07/2015				False	0
001-100-558100 Grants and awards					RELAY FOR LIFE FOOD DRINKS DECOR				
JULY 2015	7/27/2015	6.00	0.00	08/07/2015				False	0
001-100-473000 Miscellaneous					YOUTH COUNCIL SNACKS				
JULY 2015	7/27/2015	5.99	0.00	08/07/2015				False	0
012-101-473000 Miscellaneous					WATER FRONT MTG. WATER				
JULY 2015	7/27/2015	0.50	0.00	08/07/2015				False	0
012-106-473000 Miscellaneous					SHORT				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	JULY 2015 Total:	413.03							
	PETTY CASH- SHANNA	413.03							
PHILLIPS, CYNTHIA 11220 SW APALACHEE STREET TUALATIN, OR 97062 025515									
081515	8/4/2015	1,592.00	0.00	08/07/2015				False	0
001-103-554000 Contractual/consulting serv				MUNICIPAL COURT JUDGE					
	081515 Total:	1,592.00							
	PHILLIPS, CYNTHIA Tot	1,592.00							
PRECISION ENGRAVING, INC. 33097 ONNA WAY SCAPPOOSE, OR 97056 026004									
57518	7/29/2015	104.40	0.00	08/07/2015				False	0
001-100-473000 Miscellaneous				LIBRARY BOARD PLAQUES M.WOICCAK - N. BENSE					
57518	7/29/2015	52.20	0.00	08/07/2015				False	0
012-102-524000 Special projects				PHIL EDWARDS RETIREMENT PLAQUE					
	57518 Total:	156.60							
	PRECISION ENGRAVING	156.60							
REYNOLDS LAND SURVEYING, INC. 32990 STONE ROAD WARREN, OR, 97053- 027250									
15042S	8/4/2015	300.00	0.00	08/07/2015				False	0
010-303-653306 Lift station				ELEVATIONS AT PUMP ST. 7					



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
15042S Total:		300.00							
REYNOLDS LAND SURV		300.00							
ROGERS MACHINERY COMPANY, INC PO BOX 230429 PORTLAND, OR 97281-0429 027589									
999481	7/21/2015	1,395.50	0.00	08/07/2015				False	0
017-417-501000 Operating materials and suppli				MATERIALS					
999481 Total:		1,395.50							
ROGERS MACHINERY C		1,395.50							
SCHOLL, LISA ST. HELENS, OR 97051 L.SCHOLL									
JULY 2015	7/31/2015	89.93	0.00	08/07/2015				False	0
012-102-490000 Professional development				K. PAYNE AND L. SCHOLL WORKSITE WELLNESS W					
JULY 2015 Total:		89.93							
SCHOLL, LISA Total:		89.93							
SCHOOL LIBRBARY JOURNAL PO BOX 461119 ESCONDIDO, CA 92046-9807 S.LIBRAR									
AUG 2015	8/5/2015	81.99	0.00	08/07/2015				False	0
001-004-512000 Periodicals				SUBSCRIPTION					
AUG 2015 Total:		81.99							
SCHOOL LIBRBARY JOU		81.99							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
SELDEN, LAURIE 9765 SW IMPERIAL DRIVE PORTLAND, OR 97225 030715									
083114	8/4/2015	2,948.00	0.00	08/07/2015				False	0
001-103-554000 Contractual/consulting serv				CRIMINAL PROSECUTORIAL SERVICES L. SELDEN					
083114 Total:		2,948.00							
SELDEN, LAURIE Total:		2,948.00							
SYMBOLARTS 6083 SOUTH 1550 EAST OGDEN, UT 84405 032863									
0238669-IN	7/21/2015	143.00	0.00	08/07/2015				False	0
001-002-502000 Equipment Expense				BADGE					
0238669-IN Total:		143.00							
SYMBOLARTS Total:		143.00							
TYPETHINK, LLC 224 SW FIRST AVENUE PORTLAND, OR 97204 034599									
4334	7/1/2015	300.00	0.00	08/07/2015				False	0
009-206-458100 PEG Access				MONTHLY WEBSITE HOSTING					
4334 Total:		300.00							
TYPETHINK, LLC Total:		300.00							
VERIZON WIRELESS PO BOX 660108 DALLAS, TX 75266-0108									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
000720									
JULY 2015	7/20/2015	1,402.70	0.00	08/07/2015				False	0
001-002-458000 Telephone Expense				POLICE 271826771-00001					
JULY 2015	7/20/2015	698.28	0.00	08/07/2015				False	0
013-403-458000 Telecommunication expense				PW PARKS CITY HALL 871458396-00001					
	JULY 2015 Total:	2,100.98							
	VERIZON WIRELESS To	2,100.98							
WHITNEY, NANCY									
40 WAGNER AVENUE									
ST. HELENS, OR 97051									
WHITNEYN									
JULY 2015	8/4/2015	20.00	0.00	08/07/2015				False	0
001-000-354000 Misc Revenue				REFUND PUBLIC RECORDS REQUEST DEPOSIT					
	JULY 2015 Total:	20.00							
	WHITNEY, NANCY Total	20.00							
WILCOX & FLEGEL									
P O BOX 69									
LONGVIEW, WA, 98632									
037003									
C164028-IN	7/8/2015	1,531.73	0.00	08/07/2015				False	0
001-002-531000 Gasoline Expense				GAS POLICE					
	C164028-IN Total:	1,531.73							
C164638-IN	7/23/2015	1,569.94	0.00	08/07/2015				False	0
001-002-531000 Gasoline Expense				GAS POLICE					
	C164638-IN Total:	1,569.94							
C165275-IN	8/3/2015	875.39	0.00	08/07/2015				False	0
001-005-531000 Gasoline Expense				GAS PARKS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description					Reference			

C165275-IN Total:	875.39
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WILCOX & FLEGEL Tota	3,977.06
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Report Total:	49,845.64
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