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City of St. Helens
UPDATED 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:
 - i. FC Columbia County (Youth Soccer), 6th Street Ballfields, August 24 – November 7
 - ii. Columbia County Crusaders (Rugby), McCormick Park Soccer Field, August 24 – November 4
- C. Animal Facility Licenses:
 - i. Brown at 454 N. 10th Street, Multiple Dogs
 - ii. Harrison at 185 N. Vernonia Road, Multiple Dogs
 - iii. Gray at 930 West Street, Multiple Dogs
- D. Accounts Payable Bill List

12. MAYOR PETERSON REPORTS

13. COUNCIL MEMBER REPORTS

14. DEPARTMENT REPORTS

15. ADJOURN



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 Columbia County Crusaders Phone 503-369-5528

Authorized Agent Name Kelly Cervone Phone 503-369-5528

Address 57567 Becky Ln. City, State, Zip Warren OR 97053

Mailing Address (if different) _____

Park/Field McCormick Soccer Field

Activity Description Rugby Practice

Term (Dates) August 24, 2015 to November 4, 2015

Days/Hours of Use: Monday 4pm – 7pm

Tuesday _____

Wednesday 4pm – 7pm

Thursday _____

Friday _____

Saturday _____

Sunday _____



AUTHORIZATION

Proof of Insurance Received ☐ Yes ☒ No

Commercial Use ☐ Authorized ☒ Not ☐ Concessions Authorized

Parks Commission ☒ Approved 8/10/15 ☐ Denied _____
Meeting Date Meeting Date

City Council ☐ Approved _____ ☐ Denied _____
Meeting Date Meeting Date

Notes _____



Approved Neal Sheppard
City of St. Helens Official

8-10-15
Date Signed

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

Fee Schedule

Fee Type	Check All That Apply	Amount Due
Athletic Fields (not more than 2 weeks)	<input checked="" type="checkbox"/> \$10.00 per day x <u>1</u> fields x <u>22</u> days	\$220.00
Use of Field Lights (Add'l)	<input type="checkbox"/> \$10.00 per day x _____ fields x _____ days	
TOTAL AMOUNT DUE:		\$220.00

Amount Paid \$ 220.00 Date Paid 8-10-15 Receipt No. 102513 Initials SLI



Athletic Fields

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



SECTION 1 Applicant Information

Group/Organization Name Columbia County CRUSADERS ^{Rugby} Phone 503-369-5528
 Authorized Agent Name KELLY CERVONE - COACH Phone 503-369-5528
 Address 57567 BECKY LANE City, State, Zip WARREN, OR 97146
 Mailing Address (if different) _____

SECTION 2 Permit Information

Park/Field MCCORMICK PARK - YOUTH FIELD
 Activity Description (i.e. softball, soccer, etc.) Rugby PRACTICE
 Dates 24 AUGUST 2015 to 4 NOVEMBER 2015
 Days/Hours of Use:
 Monday 4-7 PM AUG - NOV 11 DAYS
 Tuesday _____
 Wednesday 4-7 PM AUG - NOV 11 DAYS
 Thursday _____
 Friday _____
 Saturday _____
 Sunday _____

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 8-10-15

☐ Insurance

☐ Summary Report

☒ Fee paid

Receipt # 102513

☒ Calendar

☒ Parks → ☐ Council

Approval dates

☒ Parks 8-10-15

☐ 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.

Kelly Cervone
 Signature of Authorized Agent

8-10-15
 Date signed

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>1</u> fields X <u>22</u> days =	\$ <u>220.00</u>
Use of field lights (add'l fee)	<input type="checkbox"/> \$10.00 per day X _____ fields X _____ days =	\$ _____
TOTAL AMOUNT DUE		\$ _____

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