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City of St. Helens COUNCIL AGENDA

Wednesday, October 19, 2016

City Council Chambers, 265 Strand Street, St. Helens

City Council Members

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

Welcome!

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

1. **6:15PM – PUBLIC HEARING: Comprehensive Plan Map & Zoning Map Amendment - 35090 Pittsburg Road**
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: Comprehensive Plan Map & Zoning Map Amendment - 35090 Pittsburg Road**
6. **RESOLUTIONS**
PUBLIC COMMENT – Increase in Sewer Rates for McNulty Water PUD Customers
A. **Resolution No. 1763:** A Resolution to Establish a Fixed Sewer Utility Rate for Outside City Limits Customers on McNulty Water PUD
7. **AWARD MCCORMICK PARK PICNIC SHELTER PURCHASE TO RCP SHELTER**
8. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
A. Contract Payments
9. **APPOINTMENTS TO BOARDS AND COMMISSIONS**
10. **CONSENT AGENDA FOR ACCEPTANCE**
A. Parks Commission Minutes dated August 8, 2016
B. Planning Commission Minutes dated September 13, 2016
C. Accounts Payable Bill List
11. **CONSENT AGENDA FOR APPROVAL**
A. Accounts Payable Bill List
12. **MAYOR PETERSON REPORTS**
13. **COUNCIL MEMBER REPORTS**
14. **DEPARTMENT REPORTS**
15. **ADJOURN**

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

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

City of St. Helens
RESOLUTION NO. 1763

**A RESOLUTION TO ESTABLISH A FIXED SEWER UTILITY RATE FOR
OUTSIDE CITY LIMITS CUSTOMERS ON MCNULTY WATER PUD**

WHEREAS, pursuant to St. Helens Municipal Code Title 13, Water, Sewer, and Storm Drainage Utility rates and charges are to be established by resolution; and

WHEREAS, on October 19, 2016, a public comment opportunity was held by the City Council to provide information about the proposed schedule for utility rate increases and allow the public to comment; and

WHEREAS, the Council deliberated on October 19, 2016.

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

Section 1. The sewer utility rates and charges set forth in Exhibit A attached hereto and made a part thereof by this reference, are hereby adopted.

Section 2. This Resolution implements increases effective for the first full billing cycle on November 1, 2016.

Approved and adopted by the City Council on October 19, 2016, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
McNulty PUD Water Users – Sewage Charges by City of St. Helens

The City of St. Helens is establishing Sewage and Storm rates for customers that have locations outside of City Limits, thus receiving water from McNulty PUD Water. Volume rates are based on each 100 cubic feet (ccf) of water averaged over a Calendar’s previous year.

Estimated Schedule of Utility Rates:

McNulty Usage Report on Volume from January – December 2016 will determine Sewage/Storm rates to be adopted in February 2017

McNulty Usage Report on Volume from January – December 2017 will determine Sewage/Storm rates to be adopted in February 2018

The following table lists rates for customers outside the City of St. Helens receiving water from McNulty PUD. The City of St. Helens Finance Director will report each February to the City Council any changes with a resolution for new fees based on prior year usage.

LOCATION OF CUSTOMER	PRIOR YR AVG USAGE	CITY SEWAGE RATE
35369 Millard Road	6,021 CF	\$97.63
58581 Columbia River Highway	6,689 CF	\$55.75
58606 Kavanagh Avenue	3,527 CF	\$38.42
58563 Columbia River Highway	1,177 CF	\$25.54
35531 Firway Lane	8,013 CF	\$63.00
35031 Millard Road	2,728 CF	\$34.04
58209 Columbia River Highway	18,662 CF	\$2,178.08

Address: 35369 Millard Road	NOTES:
Current Bill: \$ 45.54 - Current LID Sewer Pmt \$ 59.28 - Current Sewage Fixed \$ 104.82 Current Monthly Bill Amt McNulty Usage: 6,021 - Per Year CF 502 - Per Month CF 5.02 - City's Volume Calc (CCF) (CF/100) 6.5764 - Current LOW Volume Rate (outside) 33.00 - City's Volume Sewage Bill Fixed > \$ 19.09 Usage > \$ 33.00 LID Pmt > \$ 45.54 \$ 97.63 -New Bill Amount Would Be	This address is owned privately. This property currently pays two fixed amounts each month. The first is an agreed LID Sewer Pmt. The second fee is their fixed usage rate.

Address: 58581 Columbia River Hwy	NOTES:
Current Bill: \$ 31.73 - Current Sewage Fixed \$ 31.73 Current Monthly Bill Amt McNulty Usage: 6,689 - Per Year CF 557 - Per Month CF 5.57 - City's Volume Calc (CCF) (CF/100) 6.5764 - Current LOW Volume Rate (outside) 36.66 - City's Volume Sewage Bill Fixed > \$ 19.09 Usage > \$ 36.66 \$ 55.75 -New Bill Amount Would Be	This address is Mark's Custom Exteriors. They are currently billed at a fixed monthly amount.

Address: 58606 Kavanagh Ave	NOTES:
Current Bill: \$ 15.00 - Current Sewage Fixed \$ 15.00 Current Monthly Bill Amt McNulty Usage: 3,527 - Per Year CF 294 - Per Month CF 2.94 - City's Volume Calc (CCF) (CF/100) 6.5764 - Current LOW Volume Rate (outside) 19.33 - City's Volume Sewage Bill Fixed > \$ 19.09 Usage > \$ 19.33 \$ 38.42 -New Bill Amount Would Be	This address is owned by Holcomb Properties, formerly Koelzer Construction. There are currently billed at a fixed monthly amount.

Address: 58563 Columbia River Hwy	NOTES:
<p>Current Bill: \$ 20.52 - Current Sewage Fixed \$ 20.52 Current Monthly Bill Amt</p> <p>McNulty Usage: 1,177 - Per Year CF 98 - Per Month CF 0.98 - City's Volume Calc (CCF) (CF/100)</p> <p> 6.5764 - Current LOW Volume Rate (outside) 6.45 - City's Volume Sewage Bill</p> <p>Fixed > \$ 19.09 Usage > \$ 6.45 \$ 25.54 -New Bill Amount Would Be</p>	<p>This address is the Edwards Jones business. There are currently billed at a fixed monthly amount.</p>

Address: 35531 Firway Lane	NOTES:
<p>Current Bill: \$ 15.27 - Current Sewage Fixed \$ 15.27 Current Monthly Bill Amt</p> <p>McNulty Usage: 8,013 - Per Year CF 668 - Per Month CF 6.68 - City's Volume Calc (CCF) (CF/100)</p> <p> 6.5764 - Current LOW Volume Rate (outside) 43.91 - City's Volume Sewage Bill</p> <p>Fixed > \$ 19.09 Usage > \$ 43.91 \$ 63.00 -New Bill Amount Would Be</p>	<p>This address is the Creation Station Daycare Center. There are currently billed at a fixed monthly amount.</p>

Address: 35021 Millard Road	NOTES:
<p>Current Bill: \$ 62.08 - Current Sewage Fixed \$ 62.08 Current Monthly Bill Amt</p> <p>McNulty Usage: 2,728 - Per Year CF 227 - Per Month CF 2.27 - City's Volume Calc (CCF) (CF/100)</p> <p> 6.5764 - Current LOW Volume Rate (outside) 14.95 - City's Volume Sewage Bill</p> <p>Fixed > \$ 19.09 Usage > \$ 14.95 \$ 34.04 -New Bill Amount Would Be</p>	<p>This address is the St. Helens Community Bible Church. There are currently billed at a fixed monthly amount.</p>

Address: 58209 Columbia River Hwy	NOTES:
<p>Current Bill: \$ 396.70 - Current Sewage Fixed \$ 396.70 Current Monthly Bill Amt</p> <p>McNulty Usage: - - Per Year CF 18,662 - Per Month CF 186.62 - City's Volume Calc (CCF) (CF/100)</p> <p> 11.5689 - Current HIGH Volume Rate (outside) 2,158.99 - City's Volume Sewage Bill</p> <p>Fixed > \$ 19.09 Usage > \$ 2,158.99 \$ 2,178.08 -New Bill Amount Would Be</p>	<p>This address is Bing's Restaurant. There are currently billed at a fixed monthly amount.</p>

COUNCIL ACTION SHEET

To:	The Mayor and Members of City Council	
From:	Sue Nelson, Public Works Engineering Director Neal Sheppard, Public Works Operations Director	
Date:	19 October 2016	
Subject:	Award McCormick Park Picnic Shelter Purchase	

Background:

Through their Local Government Grant Program, the Oregon Parks & Recreation Department awarded St. Helens \$15,810 for an approximately \$30,000 picnic shelter project in McCormick Park. Developing additional covered picnic shelters was identified as a high priority need in the recently adopted Parks & Trails Master Plan. The existing McCormick Park picnic pavilion is booked nearly every weekend throughout the summer, and many residents are redirected to non-covered shelters without utilities. The new McCormick Park picnic shelter will be installed adjacent to the parking lot, restrooms, and playground. The new shelter is tentatively scheduled to be installed by the summer of 2017. Public Works is also planning on extending utilities (water and electric) to the shelter.

Four bids were received for the shelter. After review of the proposed shelter sizes and material quality, it was determined that RCP Shelter offered the best value for the quoted cost, including delivery.

FIRM	LOCATION	SIZE	BID
RCP Shelter	Stuart, FL	24' X 30'	\$15,930.00
Md Materials Co.	Gaithersburg, MD	20' X 24'	\$13,295.00
Wildwood Playgrounds NW	Portland, OR	20' X 32'	\$15,409.56
APC Shelters	McKinney, TX	24' X 30'	\$22,962.00

The project is identified in the 2016/2017 approved budget as McCormick Park Cover Shelter in Parks Capital Improvement Projects, GL 010-300-652990, with a total budget of \$25,000.

Recommendation:

Award the bid for a new picnic shelter in McCormick Park to RCP Shelter.

CONTRACT PAYMENTS

City Council Meeting
October 19, 2016

Advanced American Construction, Inc.

Project: M-450A Sand Island Dock Repairs (Inv#7442)

\$

22,021.06

KP



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# 1116-019

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>
9/29/2016	7442	MSC2016.29	Sue Nelson	NET 30 DAYS	10/29/2016

City of St Helens Sand Island Ramp Replacements

<u>Description</u>	<u>Units</u>	<u>Unit Price</u>	<u>Total</u>
Work Completed on 9/28/16	Topper 50' Alluminum Gangway w/ fiberglass grating deck.		

AAC Services

Topper Gangway (Less Outside Svc Engineering & Markup)	1.00 EA	17,175.75	17,175.75 ✓
Gangway Fiberglass Grate Deck	1.00 EA	1,973.00	1,973.00 ✓
AAC Markup	0.15 %	19,148.75	2,872.31 ✓

AAC Services 22,021.06

Sub Total For 9/28/16 22,021.06

Invoice Sub-Total 22,021.06

010-300-652980 SN
 M-450A Sand Island
 Dock Repairs

APPROVED FOR PAYMENT

<u>INIT</u>	<u>DATE</u>
<u>MJG</u>	<u>10/10/16</u>
<u>SN</u>	<u>10-10-16</u>

ACCOUNTS PAYABLE
 FINANCE
 SUPERVISOR

Sales Tax 22,021.06 @ 0.00% 0.00

INVOICE TOTAL : 22,021.06 ✓

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

Proposal / Contract

WA-TOPPEI121OR
OR- 128371
CA-776888



TOPPER INDUSTRIES, INC.

P.O. Box 2050
Woodland, WA. 98674
Phone (360) 841-8320 / Fax (360) 841-8021

PROPOSAL SUBMITTED TO Advanced American Construction	PHONE (503) 445-9000	DATE 03/08/2016
STREET 8444 NW St Helens Rd.	FAX (503) 546-3031	JOB LOCATION St. Helens, Oregon
CITY, STATE, ZIP CODE Portland, Oregon 97283	JOB PHONE (503) 816-6434	
CONTACT Tim Nelson	EMAIL timn@callaac.com	

We hereby submit specifications and estimates for:

One (1) each 4' (clear inside guardrails) x 50' Topper Aluminum Gangway, to include;

1. Topper truss design.
2. 100psf live load.
3. Topper solid, skid resistant, aluminum deck.
4. Mid rails – less than 4" openings – both sides.
5. Internal handrails – both sides.
6. Pinned connection to floats - both ends.
7. Sloped deck – both ends for ADA.
8. Transition plates both ends, 3' X 4'6" x .250" – metalized surface.
9. Drawings for review / approval. → Pd 6-24-16 see attached
10. Stamped Oregon engineering calculations.
11. Freight – FOB truck, St. Helens, Oregon.....

\$20,367.00 *
- 3191.25
\$ 17,175.75 ✓

Optional: 62% open molded fiberglass grating deck alternate add \$1,973.00 * ✓

*Sales tax and environmental / building permits, if applicable, have not been included.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Twenty Thousand Three Hundred Sixty Seven and 00/100 dollars (\$ 20,367.00).

Payment to be made as follows:

Terms: Net 20 days delivery.

INTEREST OF 1-1/2% PER MONTH WILL BE CHARGED ON ACCOUNTS PAST DUE

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory. The conditions of this contract printed on the back of this form have been read and understood and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

TOPPER
Authorized
Signature _____

Signature _____

Signature _____

Date of Acceptance: _____

Note: This proposal may be withdrawn by us if not accepted within 10 days.

Proposal / Contract

WA-TOPPEII1210
OR- 128371
CA-776888



TOPPER INDUSTRIES, INC.

P.O. Box 2050
Woodland, WA. 98674
Phone (360) 841-8320 / Fax (360) 841-8021

PROPOSAL SUBMITTED TO Advanced American Construction	PHONE (503) 445-9000	DATE 03/16/2016
STREET 8444 NW St. Helens Road	FAX (503) 546-3031	JOB LOCATION St. Helens, Oregon
CITY, STATE, ZIP CODE Portland, Oregon 97283	JOB PHONE (503) 816-6434	
CONTACT Tim Nelson	EMAIL timn@callaac.com	

We hereby submit specifications and estimates for:

Produce design, drawings and stamped Oregon engineering calculations for Sand Island
4' (clear inside guardrails) x 50' Topper Aluminum Gangway.....\$2,775.00 *

15%
 + \$ 416.25

 \$ 3191.25
 pd 6-24-16

*Sales tax and environmental / building permits, if applicable, have not been included.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Two Thousand Seven Hundred Seventy Five and 00/100 dollars (\$ 2,775.00).

Payment to be made as follows:

Terms: Net 20 days delivery.

INTEREST OF 1-1/2% PER MONTH WILL BE CHARGED ON ACCOUNTS PAST DUE

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory. The conditions of this contract printed on the back of this form have been read and understood and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

TOPPER
Authorized
Signature _____

Note: This proposal may be
withdrawn by us if not accepted within 10 days.

APPOINTMENTS TO ST. HELENS CITY BOARDS AND COMMISSIONS

City Council Meeting ~ October 19, 2016

Pending applications received:

<u>Name</u>	<u>Interest</u>	<u>Date Application Received</u>	<u>Referred by Email To Committee(s)</u>
• Elizabeth Wallace	Bicycle & Pedestrian Commission	1/19/16	2/16/16
• Elizabeth Wallace	Library Board	1/19/16	1/19/16
• Kimberly O'Hanlon	Arts & Cultural Commission	5/17/16	5/17/16
• Joann Nelson	Arts & Cultural Commission	9/19/16	9/19/16

Arts & Cultural Commission (3-year terms)

- Susie Patterson resigned. Her term expires 9/30/2017.
- Nancy Bowers resigned. Her term expires 9/30/2018.
- Diane Dillard and Kevin Chavez's terms expire 9/30/2016. Both wish to be reappointed. Neither have served two full terms. Both are eligible for reappointment.

Status: A press release was sent out on May 2 and August 16. We have received two applications to date.

Next Meeting: October 25, 2016

Recommendation: None at this time.

Bicycle & Pedestrian Commission (3-year terms)

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

Status: Currently, the Commission has 5 members and 5 vacancies. One application has been received.

Next Meeting: October 27, 2016

Recommendation: None at this time.

Parks Commission (4-year terms)

- Jerry Belcher and Phillip Roddy's terms expires 12/31/2016. Neither have served a full term and would like to be reappointed.

Status: At their October 10 meeting, the Parks Commission requested that the Council reappoint Jerry Belcher and Phillip Roddy.

Next Meeting: December 12, 2016

Recommendation: Reappoint Jerry Belcher and Phillip Roddy to 4-year terms. Their terms will expire 12/31/2020.

Planning Commission (4-year terms)

- Dan Cary and Greg Cohen's terms expire 12/31/2016. Both have expressed a desire to be reappointed, however, Greg Cohen has served more than two consecutive terms, therefore, a press release needs to be sent out.

Status: A press release was sent out on September 15, 2016. To date, we have not received any applications. The deadline is October 14.

Next Meeting: November 8, 2016

Recommendation: None at this time.

City of St. Helens
RESOLUTION NO. 1648

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

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

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

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

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

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

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

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

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

Ayes: Locke, Carlson, Conn, Morten, Peterson

Nays: None

/s/ Randy Peterson
Randy Peterson, Mayor

ATTEST:

/s/ Kathy Payne
Kathy Payne, City Recorder

ST. HELENS PARKS COMMISSION

Minutes for Meeting of August 8, 2016

Council Chambers, City Hall

MEMBERS PRESENT

Jacob Woodruff, Chair
Howard Blumenthal, Vice Chair
Elisa Mann, Commissioner
Stan Chiotti, Commissioner
Phillip Roddy, Commissioner
Jerry Belcher, Commissioner
John Brewington, Commissioner

STAFF PRESENT

Neal Sheppeard, PW Supervisor
Thad Houk, Parks Supervisor
Sheri Ingram, Secretary

GUESTS

MEMBERS ABSENT

COUNCILORS IN ATTENDANCE

Doug Morten

■ ■ ■

CALL TO ORDER

The meeting was called to order by Chair Woodruff at 4:00 p.m.

APPROVAL OF MINUTES

Chiotti made a **motion** to approve the minutes of the April 11, 2016 meeting. Motion was seconded by Blumenthal and approved unanimously.

TOPICS FROM THE FLOOR

COUNCILOR'S REPORT

Morten stated he would like to see them not only report on the parks but would also like them to talk about the Parks Commission overall and give any insights and brainstorm on ideas for the Commission. The City received a letter from the Greater Parks & Recreation District (Eisenschmidt Pool) about leasing Civic Pride Park to possibly put some kind of splash park or similar activity to exist with pool admission. Roddy asked if they would charge people extra admission for it. Brewington thinks it should be accessible to everyone. He approves the concept but thinks it's too early to discuss details. Doug said the Greater Parks & Recreation District would maintain it. Woodruff asked where the lease money would go and if it would go back into the general fund and Sheppeard said it wouldn't even be enough money to matter.

Brewington made a **motion** to recommend the City to approve the concept and enter negotiations for the Greater Parks and recreation District to take over the property. Motion was seconded by Roddy and approved unanimously.

NEW BUSINESS

Flower Garden Adoption: Ingram stated Morten brought this up at the June meeting which wasn't an official meeting since there was no quorum. He thought it would be a good idea to let people adopt flower beds or flower garden areas in the parks and take care of them for a year and the people who were at the meeting thought this sounded like a good idea. Nelson brought up the idea of putting signs on them so people would know who was taking care of them. Ingram said she can laminate signs and Houk can put them on stakes since they will be temporary.

No Smoking In Parks: Another thing on the June agenda was Blumenthal had brought up that people were smoking in the parks and Houk has "No Smoking" signs so he was going to work on putting them up.

Morten stated he would favor in the long run a kiosk at the entrance to each park with all of the park rules posted on it instead of having signs spread out everywhere. Brewington said it would be great to have a map of the park on a kiosk. Belcher stated they should think about a kiosk at McCormick that says something like "Visit St. Helens City Parks" and a map with all of the parks and their amenities. It would be a good selling point for people driving down Old Portland Rd. They could put it in the gated area down by the golf course so people could access it without having to drive into McCormick Park. Morten said it might be possible to put something like that by the FARA building and at the Chamber of Commerce and Columba View Park. He would like to see them make recommendations to the Council so they can put these things in the budget. Brewington said they should adopt it as a goal in the next six months. They could also have local businesses sponsor kiosks. He wondered if they could use tourism funds for that. Blumenthal suggested they could also have brochures in waterproof boxes strapped to fences.

McCormick Trail Maintenance: Roddy stated the Lions Club would like to take over the maintenance of the trails and signs along the exercise trails at McCormick. They have a guy who makes signs and they would like to put one up that says the Lions Club maintains it. Sheppard said he didn't see a problem with it but if they wanted to do anything outside the scope of regular maintenance, they need to talk to him or Houk for approval first. Roddy made a **motion** to recommend Council approve the Lions Club take over trail maintenance at McCormick Park. Motions was seconded by Mann and approved unanimously.

OLD BUSINESS

Annual Report to Council: Brewington stated he and Blumenthal and Belcher delivered the report to the Council and it went well.

Old Portland Rd. Triangle: Belcher said he would like to see the triangle at 14th St. turned into some kind of little park. Sheppard stated that is part of the transportation plan and that whole area is probably going to get changed around.

Homeless Campers: Houk said they found a hidden camp at McCormick and there are homeless people camping on Sand Island. Should the parks employees just look the other way if they aren't causing problems? Sheppard said we have had complaints and we should have a new code enforcement officer hired soon who can deal with these issues. Belcher thought it might be more appropriate to let people camp on Sand Island for three days instead of seven but Sheppard said a lot of people do stay that long to fish.

OTHER MATTERS

Chiotti said there are some big dead limbs in the tree at Walnut Tree Park and it makes him nervous to be under it when he mows. Houk said they would go look at it.

Blumenthal said they had a demo garden at Nob Hill with native plants and someone pulled them out.

Mann said people have asked why there is gravel on the trails instead of chips. Sheppard said the chips break down in the wet weather and the trails turn to mud.

Belcher thought if we were going to divide up the parks and talk about each park at the meetings, it would be nice to have a schedule. Chiotti will give a report on Walnut Tree Park and Woodruff will give a report on 6th Street Park at the next meeting and Ingram will send the list of parks and who has them to Woodruff so he can make a schedule.

Sheppard said there are a lot more people using McCormick Park now that they banned camping. He said they also got approval to install pay stations for the showers.

ADJOURNMENT

The meeting was adjourned at 5:15 p.m. The next meeting is scheduled for Monday, October 10, 2016, at 4:00 p.m., in the Council Chambers at City Hall.

Respectfully Submitted,

Sheri Ingram
Secretary

2016 ATTENDANCE RECORD							
P = PRESENT / E = EXCUSED ABSENCE/U = UNEXCUSED ABSENCE							
Meeting Date	John Brewington	Elisa Mann	Jacob Woodruff	Jerry Belcher	Stan Chiotti	Howard Blumenthal	Phillip Roddy
2/08	P	P	P	P	P	P	P
4/11	A	P	P	P	P	P	P
6/13	NO QUORUM						
8/8	P	P	P	P	P	P	P
10/10							
12/12							

City of St. Helens

Planning Commission Meeting

September 13, 2016

Minutes

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

Staff Present: Jacob Graichen, City Planner
Jennifer Dimsho, Assistant Planner & Planning Secretary

Councilors Present: Ginny Carlson, City Council Liaison

Others Present: Robert & Muriel Wenner
Annie & Richard Buell
John Warneke

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

Consent Agenda

Approval of Minutes

Vice Chair Petersen noted that the word “announced” on page two should be “unannounced.” Commissioner Cohen said in the first paragraph of deliberations on page three, Chair Cary should be changed to Vice Chair Petersen. Commissioner Webster moved to approve the minutes of the July 12, 2016 Planning Commission meeting with the two corrections as noted. Commissioner Semling seconded the motion. Motion carried with all in favor. Chair Cary did not vote as per operating rules.



Topics From The Floor

There were no topics from the floor.



CLG Historic Preservation Grant Project Summary Report

Assistant Planner Jenny Dimsho discussed the four projects that were completed, as presented in the memo. Commissioner Cohen asked if this program will continue. Dimsho said as long as the State Historic Preservation Office (SHPO) continues to offer the grant program, we will apply. Commissioner Webster and Commissioner Cohen thanked staff for preparing this summary report.



Public Hearing

Wayne Weigandt

**Comprehensive Plan/Zoning Map Amendment / CPZA.1.16
35090 Pittsburg Rd.**

It is now 7:08 p.m. and Chair Cary opened the public hearing. There were no conflicts of interest or personal bias in this matter.

Graichen entered the following items into the record:

- Staff report packet dated September 6, 2016 with attachments

Graichen provided a letter in opposition to the proposal to the Commission. It was entered into the record last week. Graichen explained the background of the proposal, as presented in the staff report. The applicant is requesting a Comprehensive Plan Amendment from Suburban Residential (SR) to General Residential (GR) and a Zoning Amendment from Moderate Residential (R7) to General Residential (R5). He said the Commission's recommendation to City Council could focus on compatibility with adjacent land uses.

Vice Chair Petersen asked when the property was originally annexed. Graichen said the western tax lot was annexed after the other tax lot, but he did not know exactly when. Commissioner Cohen asked if the City had conducted a housing needs analysis that identified the types of housing we need. Graichen said no, there is only anecdotal evidence of the need for additional housing.

Commissioner Lawrence asked if there are still vacant homes from the recession. Graichen said the building department would have better knowledge about that. Commissioner Cohen noted that houses are on the market for very few days before they are bought, some receiving many offers before selling.

IN FAVOR

Weigandt, Wayne. Applicant. Weigandt explained that he has owned the property since 2006. He had a preliminary plat for the property, but then the market collapsed. He would like to resurrect the old proposal. Weigandt explained the approved preliminary plat does not have adequate street widths according to the new Transportation Systems Plan standards. Following staff's suggestion, he is pursuing an R5 zone change in order to accommodate the new wider road width standards. Weigandt also pointed out that there is a BPA easement encumbering some of the southern lots. He doesn't feel this proposal is a spot zone.

Commissioner Hubbard asked if Weigandt plans on developing any multi-family units on the property. Weigandt said R5 does allow some multi-family conditionally, but he does not foresee any in his proposal. He re-iterated that the zone change request isn't for the different uses, but to provide flexibility to accommodate the wider streets.

Commissioner Semling asked how they plan to access the property. Weigandt said they would work with City Engineering to develop an adequate street plan, but they will likely access the property through N. Vernonia Rd. He said Pittsburg Rd. is more dangerous, so it is preferred to access via Vernonia Rd.

IN OPPOSITION

Wenner, Robert. 510 Hillcrest Rd. Wenner said that if two and three story homes are built on the subject property, all the residents on Hillcrest Rd. will lose their view.

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 Russell asked how many more houses they could potentially develop with R5 versus R7. The Commission estimated it would be about 30-35 more units (purely on a conceptual level). Graichen said it is fairer to use the percentage increase in units, rather than gross numbers.

Vice Chair Petersen asked which property the letter in opposition came from. Graichen pointed to 35186 Pittsburg Rd. on the map.

Commissioner Cohen asked if other departments had been consulted regarding this proposal. Graichen said any development will have to address storm water with a management plan, but there are no obvious deficiencies with storm, sewer, or water at this point. Graichen also said any proposal will have to conduct a traffic impact analysis to determine how the housing density will impact the transportation network.

Commissioner Cohen said the Commission needs to consider how well this proposal fits with the Comprehensive Plan and the surrounding area. Chair Cary feels the proposal is in line with the surrounding area. Commissioner Webster feels there is plenty of vacant R5 property available elsewhere. Commissioner Cohen said he would feel more comfortable if there was a housing needs survey that broke down the housing need by type.

Chair Cary noted that the zoning map seems to contain the densest property at the center and the least dense on the outskirts. He said if this zone change is approved, it would push the denser properties closer to the edge. Commissioner Hubbard pointed out there would still a ring of less dense property in the Urban Growth Boundary. Chair Cary understands the need to rezone in order to accommodate the wider road width. Commissioner Hubbard agrees that the site is difficult to develop as R7.

Commissioner Semling suggested R5 zoning for the eastern lot between Catarin Street and Camden Street to fit the road in, with the rest of the property R7. Graichen cautioned the Commission not to base their decision based on one use (single-family subdivision). He said ownership could change before development and a completely different proposal with other allowed uses could be submitted. He said there is a high probability it will be developed as a single-family subdivision based on conversations with the applicant, but probable is not 100 percent.

Chair Cary asked if *any* development on this property would require that the main access be from Vernonia Rd. Graichen said it is very possible that there will not be access from Vernonia Rd. because of spacing requirements between other roads. He said Pittsburg Rd. and Vernonia Rd. are both higher classified streets and staff would prefer to direct traffic to the lower classified streets of Camden Street, Catarin Street, and Helens Way. However, he noted that a traffic impact analysis would show more detail.

MOTION_A

Commissioner Semling moved to recommend approval of the Zone Change/Comprehensive Map Amendment to R5 for the eastern tax lot in order to facilitate the wider road width, and to leave the rest of

the property R7. Commissioner Lawrence seconded. Commissioner Lawrence and Commissioner Semling voted in favor; Vice Chair Petersen, Commissioner Webster, Commissioner Hubbard, and Commissioner Cohen opposed; motion fails.

MOTION_B

Commissioner Semling moved to recommend denial of the Zone Change/Comprehensive Map Amendment. Commissioner Cohen seconded. Commissioner Semling, Commissioner Webster, Commissioner Cohen, and Commissioner Lawrence voted in favor; Vice Chair Petersen and Commissioner Hubbard opposed; motion carries.



Term Expirations

Graichen said Commissioner Cohen and Chair Cary's terms expire in December. If Commissioner Cohen wishes to continue, the City has to advertise for the opening because he has served at least two consecutive terms. Commissioner Cohen and Chair Cary said they would like to continue. Graichen said the advertisement could note that the incumbent wishes to stay.

Councilor Carlson asked if two commissioners and an alternate would like to be on the interview committee with her. Commissioner Semling, Vice Chair Petersen, and Commissioner Lawrence volunteered. Graichen said if there are no applicants, then the incumbents will continue in their roles, assuming the City Council liaison does not want to continue advertising the opening.



Ordinance 3209 Review

Graichen said this ordinance was discussed with City Council in August and they suggested a slight change, as noted in the memo. The Council wants all Commissioners who participate to vote (ex. no abstentions if they have participated in the process).

Commissioner Cohen is concerned about a situation where a commissioner is present at the start of the hearing, but is absent during the decision. He said with the proposed language, it would require a vote, even if they are absent for the decision. Graichen suggested adding "who are present" in the second sentence in the proposed language to fix this. Commissioner Webster suggested adding "in attendance" in the first sentence instead. The Commission likes this change.



Planning Director Decisions

- a. Accessory Structure at 2154 Oregon Street #18 – New storage shed
- b. Home Occupation (Type I) at 244 S. 12th St. – Craft creation and online sales
- c. Home Occupation (Type II) at 464 Grey Cliffs Ct. – House cleaning/janitorial business
- d. Home Occupation (Type I) at 34566 Noble Rd. - Custom design glassware and apparel
- e. Accessory Structure at 2154 Oregon Street #26 - New storage shed
- f. Accessory Structure at 2154 Oregon Street #15 - New storage shed

There were no comments.



Planning Department Activity Reports

Vice Chair Petersen suggested allowing the uses Commercial Recreational Facility, Cultural Exhibits & Library Services, and Community Recreation Including Structures in both R5 and R7 zoning districts. Graichen said he will include this topic in the next batch of code changes.



For Your Information Items

Dimsho said the final Waterfront Redevelopment Open House is on Wednesday, October 12. Time and location are still being finalized, but she said it will hopefully be in a tent on the Veneer property around 5 p.m. She encouraged the Commission to watch for information in the October E-Newsletter or on the City's Facebook page. The event will be a celebration of the process and final framework plan product.

Vice Chair Petersen discussed the Seminar Group session fliers. He said they host classes that are very informative and recommends attending or getting the City Council to pay for Commission members to attend.



There being no further business before the Planning Commission, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Jennifer Dimsho
Planning Secretary

2016 Planning Commission Attendance Record

P=Present A=Absent Can=Cancelled

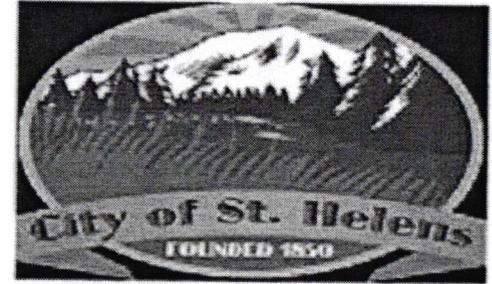
Date	Petersen	Hubbard	Lawrence	Cohen	Cary	Semling	Webster
01/12/16	P	P	P	A	A	P	P
02/09/16	A	P	P	P	P	P	P
03/08/16	P	P	P	A	P	P	P
04/12/16	P	P	P	P	P	P	P
05/10/16	P	P	A	P	P	P	P
06/14/16	P	P	P	P	P	A	P
07/12/16	P	P	P	P	P	P	P
08/09/16	CAN	CAN	CAN	CAN	CAN	CAN	CAN
09/13/16	P	P	P	P	P	P	P
10/11/16							
11/08/16							
12/13/16							

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 09/30/2016 - 11:04AM
 Batch: 00019.09.2016 - AP 9/30/16 (2)

218



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
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008-008-558104 Events									
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008-008-558104 Events									
09302016 (2) Total:		51.00							
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008-008-558104 Events									
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THE PUBLIC HEALTH F		230.00							
Report Total:		230.00							

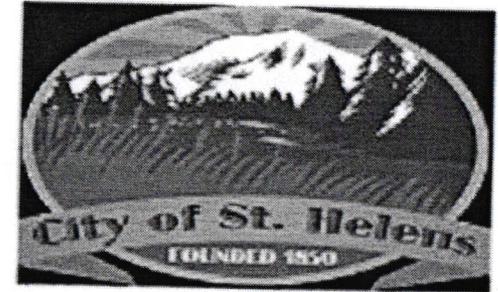
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Accounts Payable

To Be Paid Proof List

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 Printed: 10/03/2016 - 8:42AM
 Batch: 00021.09.2016 - AP 10/03/16

1



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018757									
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013-403-490000	Professional development				SAFETY MEETING DONUTS				
09302016	9/30/2016	40.00	0.00	10/03/2016				False	0
001-000-316200	Dockside Services				REFUND DOCK ELECTRIC FEE				
09302016	9/30/2016	36.00	0.00	10/03/2016				False	0
018-018-501000	Operating Materials & Supplies				RECORDING FEE LIEN SAT				
09302016	9/30/2016	12.47	0.00	10/03/2016				False	0
001-100-473000	Miscellaneous				COUNCIL MTG SNACKS				
09302016	9/30/2016	38.75	0.00	10/03/2016				False	0
012-107-457000	Office supplies				COFFEE				
09302016	9/30/2016	10.00	0.00	10/03/2016				False	0
012-101-527000	Communications				COMMUNICATIONS SOCIAL MEDIA GIFT CARD				
09302016	9/30/2016	12.00	0.00	10/03/2016				False	0
001-103-473000	Miscellaneous				CERT COPIES OF COURT DOCS B. JOHNSTON				
09302016	9/30/2016	36.00	0.00	10/03/2016				False	0
001-002-501000	Operating Materials & Supp				LIEN SATISFACTION COUNTY FEE				
09302016	9/30/2016	3.99	0.00	10/03/2016				False	0
009-212-392000	Transfer In				POLICE DOG KENNEL FASTENERS				
09302016	9/30/2016	66.00	0.00	10/03/2016				False	0
010-304-653400	Storm drains				RECORD STORM SEWER EASEMENT COUNTY FEE				
09302016	9/30/2016	20.00	0.00	10/03/2016				False	0
001-000-354000	Misc Revenue				REFUND PUB REC DEP H. BERGE				
09302016	9/30/2016	11.15	0.00	10/03/2016				False	0
001-100-473000	Miscellaneous				COUNCIL MEETING SNACKS				
09302016	9/30/2016	8.01	0.00	10/03/2016				False	0
012-102-473000	Miscellaneous				B-DAY CARDS				
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012-102-473000	Miscellaneous				B-DAY CARDS				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
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008-008-558104	Events			H. TOWN CANDY					
09302016	9/30/2016	104.50	0.00	10/03/2016				False	0
010-305-653500	SUV - pickup 2			DMV FEES NEW PW TRUCK					
09302016	9/30/2016	11.98	0.00	10/03/2016				False	0
013-403-490000	Professional development			SAFETY MTG DONUTS					
09302016 Total:		485.44							
PETTY CASH- JAMIE ED		485.44							
Report Total:		485.44							



Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 10/06/2016 - 10:20AM
 Batch: 00020.09.2016 - AP 10/07/16

34



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ACE HARDWARE									
000500									
1211	9/30/2016	3.50	0.00	10/07/2016				False	0
					012-107-457000 Office supplies	SINGLE CUT KEY			
1211	9/30/2016	7.49	0.00	10/07/2016				False	0
					017-017-501000 Operating Materials & Sup.	PAINT BRUSH			
1211	9/30/2016	-1.10	0.00	10/07/2016				False	0
					017-017-501000 Operating Materials & Sup.	DISCOUNT			
	1211 Total:	9.89							
1213	9/30/2016	22.17	0.00	10/07/2016				False	0
					012-107-457000 Office supplies	MATERIALS			
1213	9/30/2016	274.31	0.00	10/07/2016				False	0
					001-005-501000 Operating Materials & Supp	MATERIALS			
1213	9/30/2016	-29.16	0.00	10/07/2016				False	0
					001-005-501000 Operating Materials & Supp	DISCOUNT			
	1213 Total:	267.32							
1214	9/30/2016	30.01	0.00	10/07/2016				False	0
					001-002-470000 Building Expense	MATERIALS FOR EV LOCKERS AND TAGGING			
1214	9/30/2016	1.75	0.00	10/07/2016				False	0
					001-002-501000 Operating Materials & Supp	KEY FOR 704			
1214	9/30/2016	-3.18	0.00	10/07/2016				False	0
					001-002-470000 Building Expense	DISCOUNT			
	1214 Total:	28.58							
1216	9/30/2016	5.16	0.00	10/07/2016				False	0
					011-011-501000 Operating Materials & Supp	WIRE ROPE CLIP			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
1216	9/30/2016	-0.52	0.00	10/07/2016				False	0
011-011-501000	Operating Materials & Supp			DISCOUNT					
	1216 Total:	4.64							
1217	9/30/2016	100.38	0.00	10/07/2016				False	0
018-019-501000	Operating Materials			MATERIALS					
1217	9/30/2016	100.39	0.00	10/07/2016				False	0
018-020-501000	Operating Materials & Supplies			MATERIALS					
	1217 Total:	200.77							
1218	9/30/2016	46.25	0.00	10/07/2016				False	0
001-005-501000	Operating Materials & Supp			MATERIALS					
1218	9/30/2016	360.30	0.00	10/07/2016				False	0
017-017-501000	Operating Materials & Sup.			MATERIALS					
1218	9/30/2016	161.63	0.00	10/07/2016				False	0
008-008-558104	Events			MATERIALS					
1218	9/30/2016	114.70	0.00	10/07/2016				False	0
017-417-501000	Operating materials and suppli			MATERIALS					
1218	9/30/2016	15.99	0.00	10/07/2016				False	0
012-107-457000	Office supplies			MATERIALS					
1218	9/30/2016	27.47	0.00	10/07/2016				False	0
012-107-502000	Equipment expense			MATERIALS					
1218	9/30/2016	-69.09	0.00	10/07/2016				False	0
017-017-501000	Operating Materials & Sup.			DISCOUNT					
	1218 Total:	657.25							
	ACE HARDWARE Total:	1,168.45							
AZIMUTH COMMUNICATIONS INC									
AZI									
34815	9/26/2016	625.00	0.00	10/07/2016				False	0
010-305-653553	Phone system			EITHERNET CABLING					
	34815 Total:	625.00							
34896	9/26/2016	1,033.58	0.00	10/07/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
010-305-653553	Phone system				EITHERNET CABLING				
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	AZIMUTH COMMUNICA	1,658.58							
BLUMENTHAL UNIFORMS, GALLS,LLC - 003660									
006061477	9/15/2016	141.25	0.00	10/07/2016				False	0
	009-211-652110 PD Reserve expense				BATON HOLDER HANDCUFFS				
	006061477 Total:	141.25							
006103514	9/22/2016	26.96	0.00	10/07/2016				False	0
	009-211-652110 PD Reserve expense				BATON HOLDER				
	006103514 Total:	26.96							
	BLUMENTHAL UNIFOR	168.21							
CENTERLOGIC, INC. 011595									
36720	10/4/2016	157.50	0.00	10/07/2016				False	0
	001-104-500000 Information services				IT SUPPORT				
	36720 Total:	157.50							
36750	10/4/2016	16.25	0.00	10/07/2016				False	0
	001-002-500000 Computer System Maint.				IT SUPPORT				
	36750 Total:	16.25							
	CENTERLOGIC, INC. To	173.75							
CHAVES CONSULTING, INC.-CRMS 006630									
160277	10/3/2016	259.14	0.00	10/07/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
012-102-554000	Contractual/consulting serv				MONTHLY USER FEE				
	160277 Total:	259.14							
	CHAVES CONSULTING,	259.14							
CINTAS CORPORATION-463									
006830									
463724396	9/19/2016	35.00	0.00	10/07/2016				False	0
	001-002-501000	Operating Materials & Supp			SAFEWASHER				
	463724396 Total:	35.00							
463727869	9/26/2016	50.73	0.00	10/07/2016				False	0
	001-002-470000	Building Expense			SUPPLIES				
	463727869 Total:	50.73							
463731295	10/3/2016	47.95	0.00	10/07/2016				False	0
	018-019-470000	Building Expense			MATS				
463731295	10/3/2016	47.96	0.00	10/07/2016				False	0
	018-020-470000	Building Expense			MATS				
	463731295 Total:	95.91							
463731299	10/3/2016	43.53	0.00	10/07/2016				False	0
	013-403-470000	Building			MATS				
	463731299 Total:	43.53							
	CINTAS CORPORATION	225.17							
CITY OF COLUMBIA CITY									
007370									
092616	9/26/2016	73.27	0.00	10/07/2016				False	0
	017-417-459000	Utilities			001754-001				
	092616 Total:	73.27							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
	CITY OF COLUMBIA CIT	73.27							
CODE PUBLISHING, INC.									
007162									
54425	9/27/2016	75.00	0.00	10/07/2016	MUN CODE APRIL TO SEPT			False	0
	012-102-554000 Contractual/consulting serv								
	54425 Total:	75.00							
	CODE PUBLISHING, INC	75.00							
COLUMBIA AUDIO SPEC.. INC.									
007300									
40361	9/22/2016	240.00	0.00	10/07/2016	CHEVY TRUCK 30 INSTALL RADIO			False	0
	015-015-501000 Operating Materials & Supp								
	40361 Total:	240.00							
	COLUMBIA AUDIO SPEC	240.00							
COLUMBIA COUNTY TITLE & ESCROW SERVICES, INC									
007699									
16-00910	9/30/2016	255.00	0.00	10/07/2016	WORK CHARGE EASEMENT SEARCH 15777/14923			False	0
	017-017-554000 Contractual/Consult Serv.								
	16-00910 Total:	255.00							
	COLUMBIA COUNTY TI	255.00							
COMCAST									
092116	9/21/2016	99.59	0.00	10/07/2016				False	0
	001-004-500000 Computer Maintenance			8631					
092116	9/21/2016	186.97	0.00	10/07/2016				False	0
	012-107-458000 Telecommunication expense			9110					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
092116	9/21/2016	94.85	0.00	10/07/2016				False	0
012-107-458000	Telecommunication expense			8453					
092116	9/21/2016	94.85	0.00	10/07/2016				False	0
001-004-500000	Computer Maintenance			3388					
092116	9/21/2016	107.85	0.00	10/07/2016				False	0
001-002-458000	Telephone Expense			4855					
	092116 Total:	584.11							
09252016	9/25/2016	102.85	0.00	10/07/2016				False	0
001-005-509000	Marine board expense			3930 MARINE BOARD					
	09252016 Total:	102.85							
	COMCAST Total:	686.96							
COUNTRY MEDIA INC.									
006800									
246107	9/14/2016	14.00	0.00	10/07/2016				False	0
012-102-526000	Advertisements			POLIC DEPT					
	246107 Total:	14.00							
247142	9/21/2016	14.00	0.00	10/07/2016				False	0
012-102-526000	Advertisements			POLIC DEPT					
	247142 Total:	14.00							
	COUNTRY MEDIA INC. T	28.00							
E2C CORPORATION									
E2C									
3972	10/5/2016	1,979.05	0.00	10/07/2016				False	0
008-008-558104	Events			COMM GENERAL LIAB LIQUOR LIAB MONTH OF OC					
	3972 Total:	1,979.05							
3973	10/5/2016	6,721.57	0.00	10/07/2016				False	0
008-008-558104	Events			ENTERTIANMENT H CANDY U HAUL PROP LOWES I					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
	3973 Total:	6,721.57							
	E2C CORPORATION Tota	8,700.62							
EMMERT MOTORS, INC.									
020693									
12174	9/26/2016	141.44	0.00	10/07/2016				False	0
	015-015-501000 Operating Materials & Supp				SENSOR 2009 CHEV COLORADO 1GCDT19E79815648.				
	12174 Total:	141.44							
130743	9/6/2016	66.36	0.00	10/07/2016				False	0
	015-015-501000 Operating Materials & Supp				SENSOR				
	130743 Total:	66.36							
	EMMERT MOTORS, INC	207.80							
ENVIRO-CLEAN EQUIPMENT									
011455									
5519579	9/26/2016	179.25	0.00	10/07/2016				False	0
	015-015-501000 Operating Materials & Supp				BRACKET HOSE / SPRING				
	5519579 Total:	179.25							
	ENVIRO-CLEAN EQUIPM	179.25							
ETTER, TERRI R.									
ETTER.T									
09302016	9/30/2016	1,425.00	0.00	10/07/2016				False	0
	001-002-554000 Contractual Services				57 HOURS SEPT 2016 ADMIN SUPPORT EVID ROOM 1				
	09302016 Total:	1,425.00							
	ETTER, TERRI R. Total:	1,425.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
FARNSWORTH, CRYSTAL									
011858									
09292016	9/29/2016	84.24	0.00	10/07/2016				False	0
012-101-490000	Professional development				LEAGUE OF OR CITIES ANNUAL CONF PANEL SPEA				
	09292016 Total:	84.24							
	FARNSWORTH, CRYSTA	84.24							
H.D. FOWLER CO.									
012650									
I4340804	9/26/2016	58.46	0.00	10/07/2016				False	0
017-017-501000	Operating Materials & Sup.				METER GASKETS				
	I4340804 Total:	58.46							
	H.D. FOWLER CO. Total:	58.46							
HACH COMPANY									
014200									
10135380	10/4/2016	57.08	0.00	10/07/2016				False	0
017-017-501000	Operating Materials & Sup.				REAGENT SET CHLORINE				
10135380	10/4/2016	114.16	0.00	10/07/2016				False	0
017-417-472000	Lab testing				REAGENT SET CHLORINE				
	10135380 Total:	171.24							
	HACH COMPANY Total:	171.24							
HAMER ELECTRIC, INC.									
014475									
38710	9/16/2016	186.00	0.00	10/07/2016				False	0
017-017-554000	Contractual/Consult Serv.				WELL PUMP FAILURE				
	38710 Total:	186.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
38711	9/19/2016	1,278.29	0.00	10/07/2016				False	0
008-008-558104 Events				OUTSIDE RECEPTACLE AT CITY HALL					
	38711 Total:	1,278.29							
	HAMER ELECTRIC, INC	1,464.29							
HUDSON GARBAGE SERVICE									
015875									
9012584	10/1/2016	52.13	0.00	10/07/2016				False	0
001-004-459000 Utilities				1554					
	9012584 Total:	52.13							
9012851	10/1/2016	83.76	0.00	10/07/2016				False	0
012-107-459000 Utilitites				7539					
	9012851 Total:	83.76							
9013089	10/1/2016	97.92	0.00	10/07/2016				False	0
008-008-558104 Events				6169 HALLOWEENTOWN CASE OF TP					
	9013089 Total:	97.92							
	HUDSON GARBAGE SER	233.81							
JORDAN RAMIS PC									
030274									
125950	9/25/2016	290.00	0.00	10/07/2016				False	0
012-101-454000 Attorney				LEGAL SERVICES GUSDAL FORECLOSURE					
	125950 Total:	290.00							
125951	9/25/2016	90.76	0.00	10/07/2016				False	0
012-106-554000 Contractual/consulting serv				LEGAL SERVICES PAUL JOE BINGS BANKRUPTCY					
	125951 Total:	90.76							
126120	9/25/2016	1,160.00	0.00	10/07/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
004-410-454000 Attorney					LEGAL SERVICES GENERAL				
	126120 Total:	1,160.00							
126213	9/25/2016	60.00	0.00	10/07/2016				False	0
004-410-454000 Attorney					LEGAL SERVICES BOISE				
	126213 Total:	60.00							
126214	9/25/2016	320.00	0.00	10/07/2016				False	0
012-101-454000 Attorney					LEGAL SERVICES SCHROLL PURCHASE				
	126214 Total:	320.00							
	JORDAN RAMIS PC Tota	1,920.76							
KENNEDY/JENKS CONSULTANTS									
017440									
104436-REVISED	9/2/2016	947.95	0.00	10/07/2016				False	0
010-302-653207 2 mg reserrior rehab					2MG RESERVOIR REHAB W-449				
	104436-REVISED Total:	947.95							
	KENNEDY/JENKS CONS	947.95							
KING, DUSTIN B.									
017533									
09282016	9/28/2016	24.82	0.00	10/07/2016				False	0
001-002-490000 Police Training/Supplies					STREET SERVIVAL COURSE D. KING				
	09282016 Total:	24.82							
	KING, DUSTIN B. Total:	24.82							
KNIFE RIVER									
017628									
1611130	9/21/2016	1,965.40	0.00	10/07/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
011-011-501000	Operating Materials & Supp				CONCRETE				
	1611130 Total:	1,965.40							
	KNIFE RIVER Total:	1,965.40							
LAWRENCE COMPANY									
018028									
11382	10/1/2016	100.00	0.00	10/07/2016				False	0
012-106-554000	Contractual/consulting serv				UNEMPLOYMENT SERVICES				
	11382 Total:	100.00							
	LAWRENCE COMPANY	100.00							
LEAF									
018101									
6811481	9/25/2016	170.00	0.00	10/07/2016				False	0
012-107-502000	Equipment expense				OCE VL2822C				
	6811481 Total:	170.00							
	LEAF Total:	170.00							
MAILBOXES NORTHWEST									
019366									
09302016	9/30/2016	24.28	0.00	10/07/2016				False	0
001-002-480000	Postage								
	09302016 Total:	24.28							
	MAILBOXES NORTHWE	24.28							

MOUCHA, ANYA
MOUCHA.A

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
10042016	10/4/2016	2,060.00	0.00	10/07/2016				False	0
008-008-558104 Events				CONTRACT SERVICES A. MOUCHA 9/1-9/30					
	10042016 Total:	2,060.00							
	MOUCHA, ANYA Total:	2,060.00							
MURRAY, SMITH & ASSOC., INC.									
020762									
09-1078-78	9/23/2016	5,797.64	0.00	10/07/2016				False	0
010-304-653409 Godfrey Outfall				SD-146 GODFREY PARK STORM 09-1078					
	09-1078-78 Total:	5,797.64							
	MURRAY, SMITH & ASS	5,797.64							
NELSON, SUSAN									
020935									
09302016	9/30/2016	47.08	0.00	10/07/2016				False	0
013-402-458000 Telecommunication expense				SUPPLIES PHONE ENGINEERING					
	09302016 Total:	47.08							
	NELSON, SUSAN Total:	47.08							
OREGON TRAVEL EXPERIENCE									
OR.TRAVE									
84434	9/15/2016	211.00	0.00	10/07/2016				False	0
008-008-451000 Media Expense				RIVERFRONT DISTRICT C17447					
	84434 Total:	211.00							
84435	9/15/2016	211.00	0.00	10/07/2016				False	0
008-008-451000 Media Expense				COLUMBIA VIEW AMPHITHEATER C17448					
	84435 Total:	211.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
	OREGON TRAVEL EXPE	422.00							
ORKIN ORKIN 111793515	8/30/2016	87.72	0.00	10/07/2016				False	0
001-002-470000	Building Expense			PEST CONTROL					
	111793515 Total:	87.72							
134877110	10/1/2016	87.72	0.00	10/07/2016				False	0
001-002-470000	Building Expense			PEST CONTROL					
	134877110 Total:	87.72							
	ORKIN Total:	175.44							
PAMPLIN MEDIA GROUP, COMMUNITY NEWSPAPERS/ 031685 15860714	9/30/2016	216.00	0.00	10/07/2016				False	0
012-102-526000	Advertisements			POLICE OFFICER					
	15860714 Total:	216.00							
	PAMPLIN MEDIA GROU	216.00							
PETERSON CAT 019599 SW290033705	9/16/2016	2,510.34	0.00	10/07/2016				False	0
018-022-501000	Materials and supplies			PS #5 REPLACE FUEL INJ PUMP					
	SW290033705 Total:	2,510.34							
SW290033706	9/16/2016	171.63	0.00	10/07/2016				False	0
018-022-501000	Materials and supplies			PS #7 TROUBLESHOOT STARTING SYSTEM MOTOR					
	SW290033706 Total:	171.63							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
PETERSON CAT Total:		2,681.97							
PHILLIPS, CYNTHIA									
025515									
09232016	9/23/2016	384.06	0.00	10/07/2016				False	0
001-103-490000 Professional development					JUDICIAL CONFERENCE CINDY PHILLIPS				
09232016 Total:		384.06							
PHILLIPS, CYNTHIA Tot		384.06							
S-2 CONTRACTORS, INC.									
028399									
1660E1	9/22/2016	2,454.38	0.00	10/07/2016				False	0
010-300-652970 McCormick Pk Ped Bridge					M-451 PAVED PATH FOR PED BRIDGE				
1660E1 Total:		2,454.38							
S-2 CONTRACTORS, INC		2,454.38							
SELDEN, LAURIE									
030715									
10152016	10/3/2016	3,015.00	0.00	10/07/2016				False	0
001-103-554000 Contractual/consulting serv					10/1-10/15 CRIMINAL PROSECUTORIAL SERVICES				
10152016 Total:		3,015.00							
SELDEN, LAURIE Total:		3,015.00							
STANSBURY, ASHLEY									
031259									
0002696	9/20/2016	625.00	0.00	10/07/2016				False	0
001-000-205000 Court's Unapplied					48194 REC UNAPPLIED A. STANSBURY				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
	0002696 Total:	625.00							
	STANSBURY, ASHLEY T	625.00							
STAPLES BUSINESS ADVANTAGE									
031983									
3315857671	9/24/2016	72.40	0.00	10/07/2016				False	0
001-103-457000	Office supplies				OFFICE SUPPLIES				
3315857671	9/24/2016	16.51	0.00	10/07/2016				False	0
012-107-457000	Office supplies				OFFICE SUPPLIES				
	3315857671 Total:	88.91							
3315857672	9/24/2016	74.17	0.00	10/07/2016				False	0
013-403-457000	Office supplies				OFFICE SUPPLIES				
	3315857672 Total:	74.17							
3315857673	9/24/2016	10.55	0.00	10/07/2016				False	0
013-403-457000	Office supplies				INSTEN CAR ARMOR HARD				
	3315857673 Total:	10.55							
	STAPLES BUSINESS AD	173.63							
STATE OF OREGON									
023450									
100316	10/3/2016	4,208.82	0.00	10/07/2016				False	0
001-103-420000	Unemployment				JR METZ COURT				
100316	10/3/2016	2,793.91	0.00	10/07/2016				False	0
013-403-420000	Unemployment Ins				JR NEWWEY				
100316	10/3/2016	210.08	0.00	10/07/2016				False	0
001-103-420000	Unemployment				ACCRUED INTEREST				
	100316 Total:	7,212.81							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	STATE OF OREGON Tota	7,212.81							
STATE OF OREGON 023465									
ARQ16294	9/13/2016	2,000.00	0.00	10/07/2016				False	0
012-101-554000 Contractual/consulting serv				ORCPP MEMBERSHIP					
	ARQ16294 Total:	2,000.00							
	STATE OF OREGON Tota	2,000.00							
SUNSET AUTO PARTS, INC. 020815									
51780	9/30/2016	4.49	0.00	10/07/2016				False	0
018-020-501000 Operating Materials & Supplies				AUTO PARTS					
	51780 Total:	4.49							
53751	9/30/2016	79.99	0.00	10/07/2016				False	0
015-015-501000 Operating Materials & Supp				40 CHANNEL CB					
	53751 Total:	79.99							
54447	9/30/2016	19.27	0.00	10/07/2016				False	0
015-015-501000 Operating Materials & Supp				TAILLIGHT SOCKET					
	54447 Total:	19.27							
54945	9/30/2016	15.06	0.00	10/07/2016				False	0
018-020-501000 Operating Materials & Supplies				V BELT					
	54945 Total:	15.06							
	SUNSET AUTO PARTS, I	118.81							

TPHFCC
007577

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
09272016	9/27/2016	30.05	0.00	10/07/2016				False	0
018-020-501000	Operating Materials & Supplies			J. LEAVY HEP B VAC 900006552					
09272016	9/27/2016	30.05	0.00	10/07/2016				False	0
018-019-501000	Operating Materials			J. LEAVY HEP B VAC 900006552					
	09272016 Total:	60.10							
	TPHFCC Total:	60.10							
VERIZON WIRELESS									
000720									
9772302514	9/20/2016	1,514.41	0.00	10/07/2016				False	0
001-002-458000	Telephone Expense			271826771-00001					
	9772302514 Total:	1,514.41							
9772352317	9/20/2016	130.38	0.00	10/07/2016				False	0
013-402-458000	Telecommunication expense			871458396-00001					
9772352317	9/20/2016	87.94	0.00	10/07/2016				False	0
001-105-458000	Telephone expense			871458396-00001					
9772352317	9/20/2016	334.55	0.00	10/07/2016				False	0
013-403-458000	Telecommunication expense			871458396-00001					
9772352317	9/20/2016	173.13	0.00	10/07/2016				False	0
017-417-458000	Telephone expense			871458396-00001					
9772352317	9/20/2016	35.90	0.00	10/07/2016				False	0
018-019-458000	Telecommunication Expense			871458396-00001					
9772352317	9/20/2016	26.93	0.00	10/07/2016				False	0
018-020-458000	Telecommunication Expense			871458396-00001					
9772352317	9/20/2016	40.01	0.00	10/07/2016				False	0
017-017-458000	Telephone Expense			871458396-00001					
9772352317	9/20/2016	26.93	0.00	10/07/2016				False	0
018-022-458000	Telecommunication expense			871458396-00001					
	9772352317 Total:	855.77							
	VERIZON WIRELESS To	2,370.18							

WALSH, JOHN

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
035390									
JUNE 21 2016	10/3/2016	89.10	0.00	10/07/2016				False	0
012-101-490000	Professional development			BEND TO HOME					
	JUNE 21 2016 Total:	89.10							
MAY 12 2016	10/3/2016	48.60	0.00	10/07/2016				False	0
012-101-490000	Professional development			LOC SALEM					
	MAY 12 2016 Total:	48.60							
OCT 3 2016	10/3/2016	179.99	0.00	10/07/2016				False	0
012-101-490000	Professional development			J. WALSH HOTEL / DINNER					
	OCT 3 2016 Total:	179.99							
SEPT 29 2016	10/3/2016	24.30	0.00	10/07/2016				False	0
012-101-490000	Professional development			LOC SALEM					
SEPT 29 2016	10/3/2016	72.90	0.00	10/07/2016				False	0
012-101-490000	Professional development			LOC SALEM TO BEND					
	SEPT 29 2016 Total:	97.20							
SEPT 8 2016	10/3/2016	108.00	0.00	10/07/2016				False	0
012-101-490000	Professional development			COLPAC TILAMOOK					
	SEPT 8 2016 Total:	108.00							
	WALSH, JOHN Total:	522.89							
	Report Total:	53,026.44							

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Accounts Payable

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 Batch: 00005.10.2016 - AP 10/7/16 (2)

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
E2C CORPORATION									
E2C									
ALT 43	10/7/2016	5,000.00	0.00	10/07/2016	SKINNYS TEXACO BEER AND WINE			False	0
008-008-558104 Events									
ALT 43 Total:		5,000.00							
E2C CORPORATION Tota		5,000.00							
Report Total:		5,000.00							

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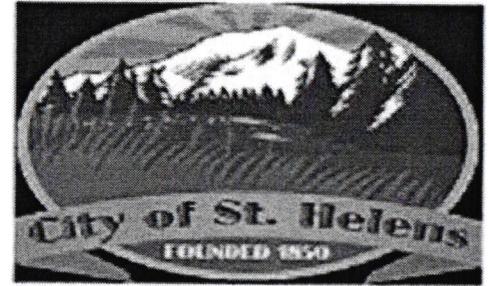
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Accounts Payable

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 Batch: 00007.10.2016 - AP 10/10/16

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Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
E2C CORPORATION									
E2C									
43241	10/10/2016	6,000.00	0.00	10/10/2016				False	0
008-008-558104 Events				ENTERTAINMENT SECURITY CUSTOM JO FOODY M					
	43241 Total:	6,000.00							
	E2C CORPORATION Tota	6,000.00							
	Report Total:	6,000.00							

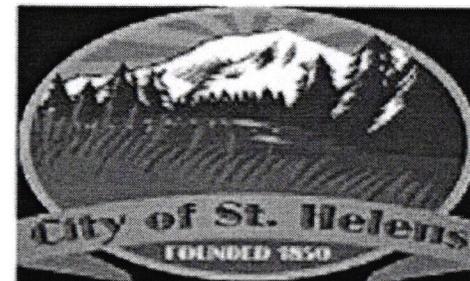
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Accounts Payable

To Be Paid Proof List

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User: jenniferj
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 Batch: 00002.10.2016 - AP 10/07/16 OVER 10K

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
BOEDE CONSTRUCTION									
003744									
09282016	9/28/2016	72,315.90	0.00	10/07/2016				False	0
010-303-653308 Man Hole Rehab					S-640 2016 MANHOLE REHAB PROJECT PAYMENT 3				
	09282016 Total:	72,315.90							
	BOEDE CONSTRUCTION	72,315.90							
C.R. CONTRACTING									
005222									
204	9/27/2016	18,832.99	0.00	10/07/2016				False	0
011-011-549990 Crack Seal Project					CRACK SEALING R-364 PREVAILING WAGE REIMBU				
	204 Total:	18,832.99							
	C.R. CONTRACTING Tot	18,832.99							
S-2 CONTRACTORS, INC.									
028399									
1660E2	9/20/2016	1,522.50	0.00	10/07/2016				False	0
010-302-653201 Water main replacement					R-652 2016 TRENCH PATCHING				
1660E2	9/20/2016	8,796.38	0.00	10/07/2016				False	0
010-304-653400 Storm drains					R-652 2016 TRENCH PATCHING				
1660E2	9/20/2016	4,133.85	0.00	10/07/2016				False	0
011-011-523000 Road patching projects					R-652 2016 TRENCH PATCHING				

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

1660E2 Total:	14,452.73
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S-2 CONTRACTORS, INC	14,452.73
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Report Total:	105,601.62
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