



COUNCIL WORK SESSION

Wednesday, February 16, 2022 at 1:00 PM

COUNCIL MEMBERS:

Mayor Rick Scholl
Council President Doug Morten
Councilor Patrick Birkle
Councilor Stephen R. Topaz
Councilor Jessica Chilton

LOCATION & CONTACT:

HYBRID: Council Chambers & Zoom (details below).

Website | www.sthelensoregon.gov

Email | kpayne@sthelensoregon.gov

Phone | 503-397-6272

Fax | 503-397-4016

AGENDA

CALL WORK SESSION TO ORDER

VISITOR COMMENTS - *Limited to five (5) minutes per speaker*

DISCUSSION TOPICS - *The Council will take a break around 3:00 p.m*

1. Semi-Annual Report from Columbia Economic Team (CET) - *Paul Vogel, Executive Director*
- [2.](#) Review Community Grant Applications Received
- [3.](#) Potential Right of Way Dedication off Barr Avenue - *Jacob*
- [4.](#) Discussion of "Alterations" to the Courthouse Plaza, a Designated Landmark - *Jacob*
- [5.](#) Review Draft Request for Qualifications (RFQ) for Riverfront Development - *John*
6. City Administrator Report - *John Walsh*

ADJOURN

EXECUTIVE SESSION

Following the conclusion of the Council Work Session, an Executive Session is scheduled to take place to discuss:

- *Real Property Transactions, under ORS 192.660(2)(e); and*
- *Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h).*

Representatives of the news media, staff and other persons as approved, shall be allowed to attend the Executive Session. All other members of the audience are asked to leave the Council Chambers.

FOR YOUR INFORMATION

Upcoming Dates to Remember:

- February 16, 1:00PM, Council Work Session, Council Chambers/Zoom
- February 16, 6:30PM, Council Public Hearing, Council Chambers/Zoom
- February 16, 7:00PM, Council Regular Session, Council Chambers/Zoom
- February 21, President's Day, All City Offices Closed

Future Public Hearing(s)/Forum(s):

- PH: February 16, 6:30PM, Annexation of 12 acres at Pittsburg Rd & Meadowview Dr (Morain)

VIRTUAL MEETING DETAILS

Join: <https://us02web.zoom.us/j/86493803866?pwd=S3JUREJ4SW9jdXZsVmRiWW1mSUtoQT09>

Meeting ID: 864 9380 3866

Passcode: 145658

Dial: 669-900-9128

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.

Council Action Sheet



To: Mayor and City Council Members

From: Kathy Payne
Human Resources Coordinator/City Recorder

Date: February 16, 2022

Subject: Community Grant Requests

Background

Twice a year (January & July), the City Council accepts applications from local non-profits for projects/activities that benefit the citizens of St. Helens. Last time, the Council awarded \$4,500 to nine organizations (\$500 each).

This time, we received six applications requesting a total of \$16,054.70.

As of February 8, 2022, the City Council has a \$3,945 balance in your Community Support Funds budget. Please keep in mind that this fund is used for other expenses than just the grants. For instance, the If I Were Mayor Contest (March/April) and Citizens Day in the Park event (June 25) are funded through this fund. Last year's If I Were Mayor expenses were \$916 and the Citizens Day in the Park were about \$1,000. The Citizens Day in the Park expense came out of this year's budget because it was held August 7.

Recommendation

Staff recommends reviewing each application and consider donating money not to exceed \$1,500 total to allow some funds to be saved for the If I Were Mayor Contest and Citizens Day in the Park event and any other small expenses that need to be made from that account.

Attachments:

Community Grant Requests Spreadsheet
Applications

Community Grant Requests Spreadsheet

Item #2.

Applicant	Type of Organization	Project Name	Total Budget for this Project	Last Project Report Received?	Amount of Request	Qualified Y/N	Amount Awarded
Columbia Community Mental Health	Non-Profit 501(c)(3)	Team H.O.W. (Honesty/Openness/Willingness) Jordan Center Outreach	\$684.70	N/A	\$684.70	Y	
Columbia County Habitat for Humanity	Non-Profit 501(c)(3)	Homeownership Center/Admin Office	\$47,000.00	N/A	\$2,000.00	Y	
Community Emergency Response Team (CERT)	Non-Profit 501(c)(3)	Miscellaneous needs (see application)	\$7,000.00	N/A	\$7,000.00	Y	
Riverside Community Outreach	Non-Profit 501(c)(3)	Foster Family Appreciation Event	\$13,509.00	N/A	\$1,000.00	Y	
Tumblewheel Studios	Non-Profit 501(c)(3)	Teen Mentor Program	\$6,365.90	N/A	\$4,870.00	Y	
United Way of Columbia County	Non-Profit 501(c)(3)	Dolly Parton's Imagination Library	\$42,950.00	N/A	\$500.00	Y	
Total Amount Requested:					\$16,054.70		
FINAL Amount Awarded:							\$0.00

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APPLICATION FOR NON-PROFIT TO REQUEST GRANT FROM CITY

City of St. Helens ♦ 265 Strand Street ♦ St. Helens, OR 97051
City Contact: Kathy Payne 503.366.8217

RECEIVED
FEB 07 2022
CITY RECORDER
Item #2.

DEADLINE: Monday, February 7, 2022, 5PM

Applicant/Organization Name: Bradley Viles / CCMH

Project Title: Team H.O.W Jordan Center Outreach

Organization Information

Organization Type: <i>Must be a local St. Helens non-profit.</i>		Federal Tax ID No: <u>930644303</u>
<input checked="" type="checkbox"/> Non-Profit 501C(3) <input type="checkbox"/> Other Non-Profit: Type _____	Brief description of organization: <u>CCMH runs the Jordan Center where we hold multiple groups for clients w/ mental health or addiction issues. We run it as a warming center for un-sheltered folks</u>	

Authorized Signer		Phone: <u>503-438-2201</u>
Print Name: <u>TODD JACOBSON</u>		Fax: <u>503-397-5373</u>
Title: <u>EXECUTIVE DIRECTOR CCMH</u>		Email: <u>toddj@ccmh1.com</u>
Street Address: <u>58646 MCNUITY WAY ST. HELENS OR 97051</u>		Mailing Address: <u>58646 MCNUITY WAY ST. HELENS OR 97051</u>
Contact Person		Phone: <u>971-977-4890</u>
Print Name: <u>Bradley Viles</u>		Fax: <u>503-397-5373</u>
Title: <u>Team HOW</u>		Email: <u>bradleyb@ccmh1.com</u>
Street Address: <u>58646 McNulty Way St. Helens OR 97051</u>		Mailing Address: <u>58646 McNulty Way St. Helens OR 97051</u>

Please provide an explanation of what your organization provides as a good or service or both to meet the needs of St. Helens residents and note exactly how many residents that live inside the city limits of St. Helens are benefitted. (This is not project-specific; this is specific to your organization.)

Please see attached form:

Detailed Proposed Project Budget <i>Including money leveraged from other sources for this project</i>				
Budget Line-item	City Funds	*Non-City Funds	Agency Contribution	Total
Please see attached	\$	\$	\$	\$
pages	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$	\$	\$	\$

*Explain Sources of Non-City Funds	Amount	Status Committed, Application Submitted, Application Invited, or Potential Source
Please see attached	\$	
pages	\$	
Total	\$	

Detailed Project Description <i>Include the problem, the need for the request, and how many persons will be served by this project</i>
Please see attached pages

Detailed Proposed Solution <i>Include project design, readiness to proceed, and financial need</i>
Please see attached pages

Attach additional pages if needed.

Page 2 of 3

General Certification

I certify that to the best of my knowledge all information contained in this document and any attached supplements, is valid and accurate.

I further certify that, to the best of my knowledge:

- 1) The application has been approved by the governing body of the organization or is otherwise being submitted using the governing body's lawful process; and
- 2) If signed by an official, other than the Board Chair or President, documentation is attached that verifies the official's authority to sign on behalf of the applicant. Such documentation can include a letter signed by the Board Chair or President, agency/organization meeting minutes, or similar.

Alexander Tardiff (JMP)
Signature
(must be Board Chair, President or other authorized official)

Board of Directors - President
Title

2/7/2022
Date

Explanation of Requests:

Currently at the Jordan Center we see approximately 3 to 5 individuals who identify as homeless weekly. We currently have multiple groups we run to help individuals struggling with mental health issues, homelessness, addictions issues, or fleeing domestic violence to connect with Columbia Counties different resources. We connect the clients to different teams within CCMH, sign them up for housing at CAT, help them gain insurance and food benefits, and overall meet the clients needs where they are at. We try to empower the clients to want to make a change in their own lives and do our best to guide them and walk with them through those steps. Our team also shares our lived experience as Peer Support Specialists to get the clients to a safe place in their own lives.

Currently we offer approximately 10 tents/ tarps/ sleeping bags a month to clients who do not have housing or shelter. We are helping about 50% of those clients achieve long term housing within the first 3 to 5 months. We currently rely on donations and get help from Community Action Team and Grace Baptist Church for these items. We provide a safe place to stay warm for our homeless mental health drop-in center clients, help with food, gain trust, and help the clients get into groups while connecting them to those resources. We also help with employment which brings its own struggles. We help the clients get work clothes and access a shower in a different CCMH building for clients who are unsheltered. We try to provide all the hygiene items necessary to do so and what we are asking you for are some of the items we don't currently receive in donations. Please see attached for a Budget Proposal:

Budget Line	City Funds	Non-City Funds	Agency Funds	Total
LHLHO 2 Person Pop Up Tent	\$36.99	N/A	Donations/ In Kind Funds	\$36.99
LHLHO 2 Person Pop Up Tent	\$36.99	N/A	Donations/ In Kind Funds	\$36.99
LHLHO 2 Person Pop Up Tent	\$36.99	N/A	Donations/ In Kind Funds	\$36.99
LHLHO 2 Person Pop Up Tent	\$36.99	N/A	Donations/ In Kind Funds	\$36.99
LHLHO 2 Person Pop Up Tent	\$36.99	N/A	Donations/ In Kind Funds	\$36.99
Friendriver XL Camp Sleeping Bags	\$23.99	N/A	Donations/ In Kind Funds	\$23.99
Friendriver XL Camp Sleeping Bags	\$23.99	N/A	Donations/ In Kind Funds	\$23.99
Friendriver XL Camp Sleeping Bags	\$23.99	N/A	Donations/ In Kind Funds	\$23.99
Friendriver XL Camp Sleeping Bags	\$23.99	N/A	Donations/ In Kind Funds	\$23.99

Friendriver XL Camp Sleeping Bags	\$23.99	N/A	Donations/ In Kind Funds	\$23.99
12 Steps Workbooks for Recovering Alcoholics	\$8.99 Requesting 20 books	N/A	Donations/ In Kind Funds	\$179.80
\$10 Walmart Gift Cards (Client supplies, clothing, and hygiene items)	\$10 Requesting 20 Gift Cards	N/A	Donations/ In Kind Funds	\$200.00

Complete Request Total: \$684.70

Explain non-city funds:

CCMH rents the Jordan Center space which is operated as a peer drop in center for people experiencing mental health or substance use problems. The Jordan Center does not generate income. We use donations we gather from community members to support client needs and for group-related supplies. We often interact with individuals who are unsheltered. We are only asking for items we don't receive consistently in donations and where we do not have enough resources to meet the needs.

Detailed Project Description:

Tents/ Sleeping bags will only be distributed by an employee of the Jordan Center/ CCMH, and only used for unsheltered individuals who are accessing our peer drop-in center. We would use the 12 step guidebooks for clients interested in finding recovery and dealing with dual diagnosis (mental health and addictions) issues. We often have clients come in without shoes, socks, food, and don't always have what they need in donations. We would use the Walmart gift cards to buy clients the items we do not have in our donations when they need them. Those funds would be administered and tracked by employees who would accompany clients to Walmart to purchase items, to avoid misuse of the gift cards.

Detailed Proposed Solutions:

Getting these items would help our clients who come into our drop-in center struggling with homelessness by giving them a safe temporary shelter. It would help us keep the clients in 1 location long enough to connect them to housing, long term shelter options, and other resources. Another goal would be to reduce unnecessary contact with law enforcement or hospitalizations. Working in addictions and with a mental health drop-in center we've come to see that clients who come into groups without shelter are usually mentally having such a tougher time. We've all come to realize shelter has possibly been the most important part. Being able to give a client temporary shelter when leaving the Jordan Center usually helps us keep the client coming back and engaging in mental health and addictions groups while working on their recovery.

Total Request Amount:

\$684.70

**Thank you,
Team HOW**



APPLICATION FOR NON-PROFIT TO REQUEST GRANT FROM CITY

City of St. Helens ♦ 265 Strand Street ♦ St. Helens, OR 97051
City Contact: Kathy Payne 503.366.8217

DEADLINE: Monday, February 7, 2022, 5PM

Applicant/Organization Name: Columbia County Habitat for Humanity

Project Title: Homeownership Center/Admin Office

Organization Information

Organization Type: *Must be a local St. Helens non-profit.*

Federal Tax ID No: 93-1264491

☒ Non-Profit 501C(3)

☐ Other Non-Profit:

Type _____

Brief description of organization:

CCHFH provides homeownership opportunities for low and very-low income families. Other services such as building access ramps and home repair also benefit low-income seniors and disabled veterans. CCHFH is also a point of access for the Oregon IDA, a matched savings programs to help low income people pay for home repairs and closing costs on home purchases.

Authorized Signer

Phone: 971-203-0020

Print Name: Boyd Ruby

Fax:

Title: President

Email: info@habitatcolumbiacounty.org

Street Address: 164 Little Street
St. Helens, OR 97051

Mailing Address: PO Box 921
St. Helens, OR 97051

Contact Person

Phone: 971-374-7788

Print Name: Jennifer Anderson

Fax:

Title: Executive Director

Email: info@habitatcolumbiacounty.org

Street Address: 164 Little Street
St. Helens, OR 97051

Mailing Address: PO Box 921
St. Helens, OR 97051

Please provide an explanation of what your organization provides as a good or service or both to meet the needs of St. Helens residents and note exactly how many residents that live inside the city limits of St. Helens are benefitted. (This is not project-specific; this is specific to your organization.)

CCHFH builds 1 to 2 homes a year for low income families and individuals and 4 or more access ramps for seniors or disabled veterans. CCHFH also assists low income families obtain affordable mortgages and/or down payment assistance even outside of the new home construction program. Facilitating home buyer and financial education is key to ensuring success for our home buyers. The CCHFH ReStore in St. Helens offers opportunity to buy discounted furniture, appliances and building materials which provides funds for building. Since opening in 2013, the ReStore has expanded its value to the community by adding court-ordered community service opportunities, Experience Works jobs for people 55 and older, as well as volunteer opportunities for developmentally disabled adults and high school groups. The ReStore diverts 180 tons of material from the landfill annually and collects metal for recycling. The ReStore is a key player in Community Clean Up Day. Although CCHFH is a county-wide organization, 80 percent of the homes and almost half of the ramps and critical home repair project have been completed in St. Helens.

Attach additional pages if needed.

Detailed Proposed Project Budget
Including money leveraged from other sources for this project

Budget Line-item	City Funds	*Non-City Funds	Agency Contribution	Total
Construction of offices, meeting room and handicap accessible bathroom.	\$ 2,000	\$ 5,000	\$ 40,000	\$ 47,000
	\$	\$	\$	\$
	\$	\$	\$	\$
Totals	\$ 2,000	\$ 5,000	\$ 40,000	\$ 47,000

*Explain Sources of Non-City Funds	Amount	Status Committed, Application Submitted, Application Invited, or Potential Source
CRPUD	\$ 5,000	Potential Source
	\$	
Total	\$ 5,000	

Detailed Project Description

Include the problem, the need for the request, and how many persons will be served by this project

Currently people seeking assistance need to walk through the ReStore's front building, across a courtyard with an uneven surface and halfway through the warehouse to the office. This makes it difficult for seniors to get help with applications for services. The current office is so small that part time staff currently share a workstation and there is no meeting area for applicants. The goal of the proposed project is to put our mission up front and center and build our capacity to serve the community.

With the high visibility of this new space, we expect to be assisting 50 to 100 people annually. With assistance from the City, we will be able to complete this project without taking away funds from our active build site located in St. Helens.

Project Funding

\$14,500 Insurance money from customer driving into the building

\$20,000 Anonymous Donor

\$5,500 Donated Material and labor

\$2,000 City of St. Helens grant

\$5,000 CRPUD grant

Detailed Proposed Solution

Include project design, readiness to proceed, and financial need

We are currently working on this project. The framing is nearly complete. See attached design donated by Akaan Architecture. Some donated material has been obtained: Sheetrock from US Gypsum, Doors from OMIC, Paint from Valspar. Harvest Construction, Bob Cohen and Dick King have donated labor for demolition and framing.

The increase in building materials has created a need for more funding for this project. A grant from the City of St. Helens would be very much appreciated.

General Certification

I certify that to the best of my knowledge all information contained in this document and any attached supplements, is valid and accurate.

I further certify that, to the best of my knowledge:

- 1) The application has been approved by the governing body of the organization or is otherwise being submitted using the governing body's lawful process; and
- 2) If signed by an official, other than the Board Chair or President, documentation is attached that verifies the official's authority to sign on behalf of the applicant. Such documentation can include a letter signed by the Board Chair or President, agency/organization meeting minutes, or similar.

Signature

(must be Board Chair, President or other authorized official)

Board President

Title

2/1/2022

Date

HABITAT'S OFFICE
164 LITTLE STREET, ST HELENS, OR 97048

164 LITTLE STREET. ST HELENS. OR 97048

SCALE: AS NOTED
DRAWN BY: KPR
CHECKED BY: -
CAD FILE: 1604_PLAN.DWG
DATE: 4/5/2021

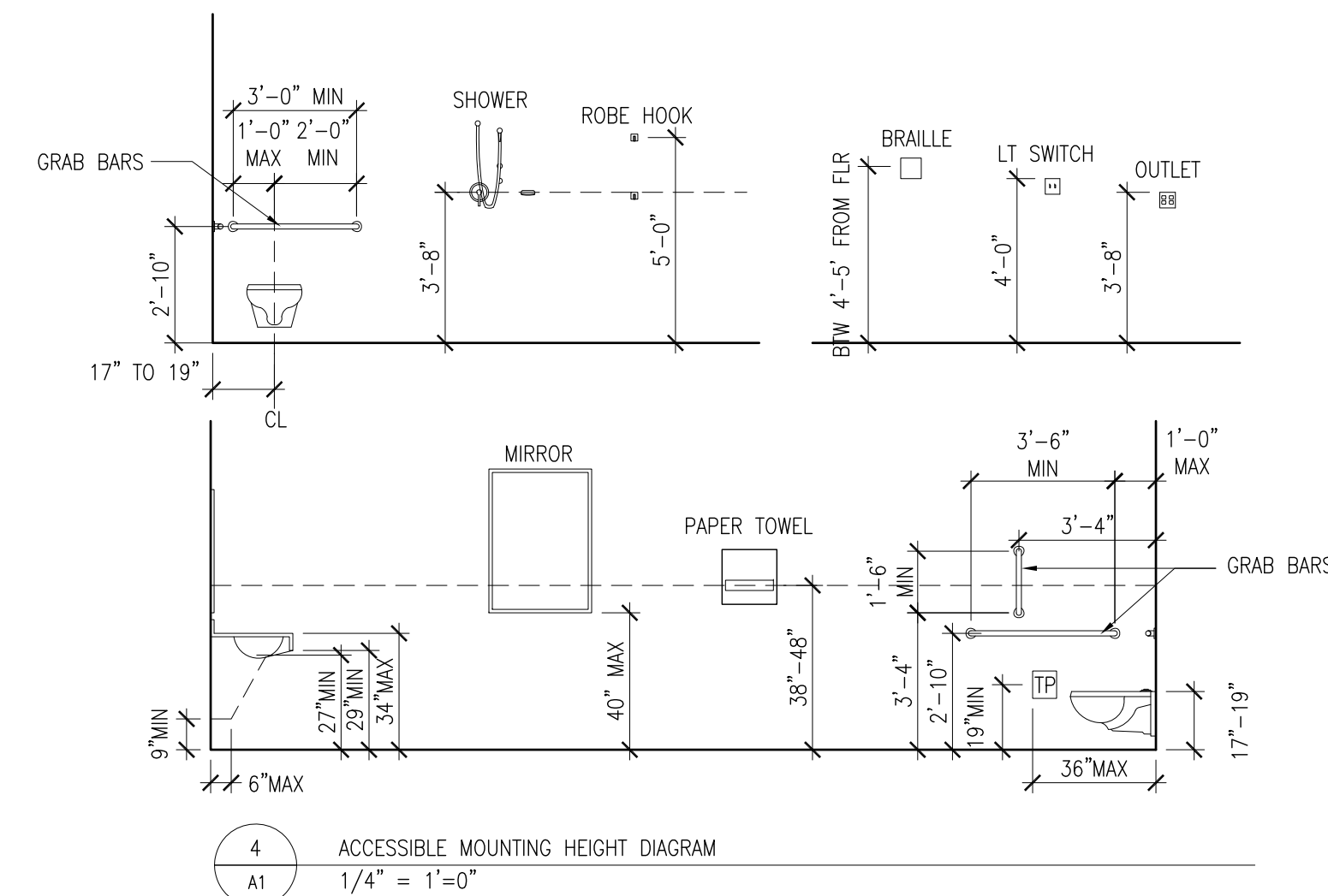
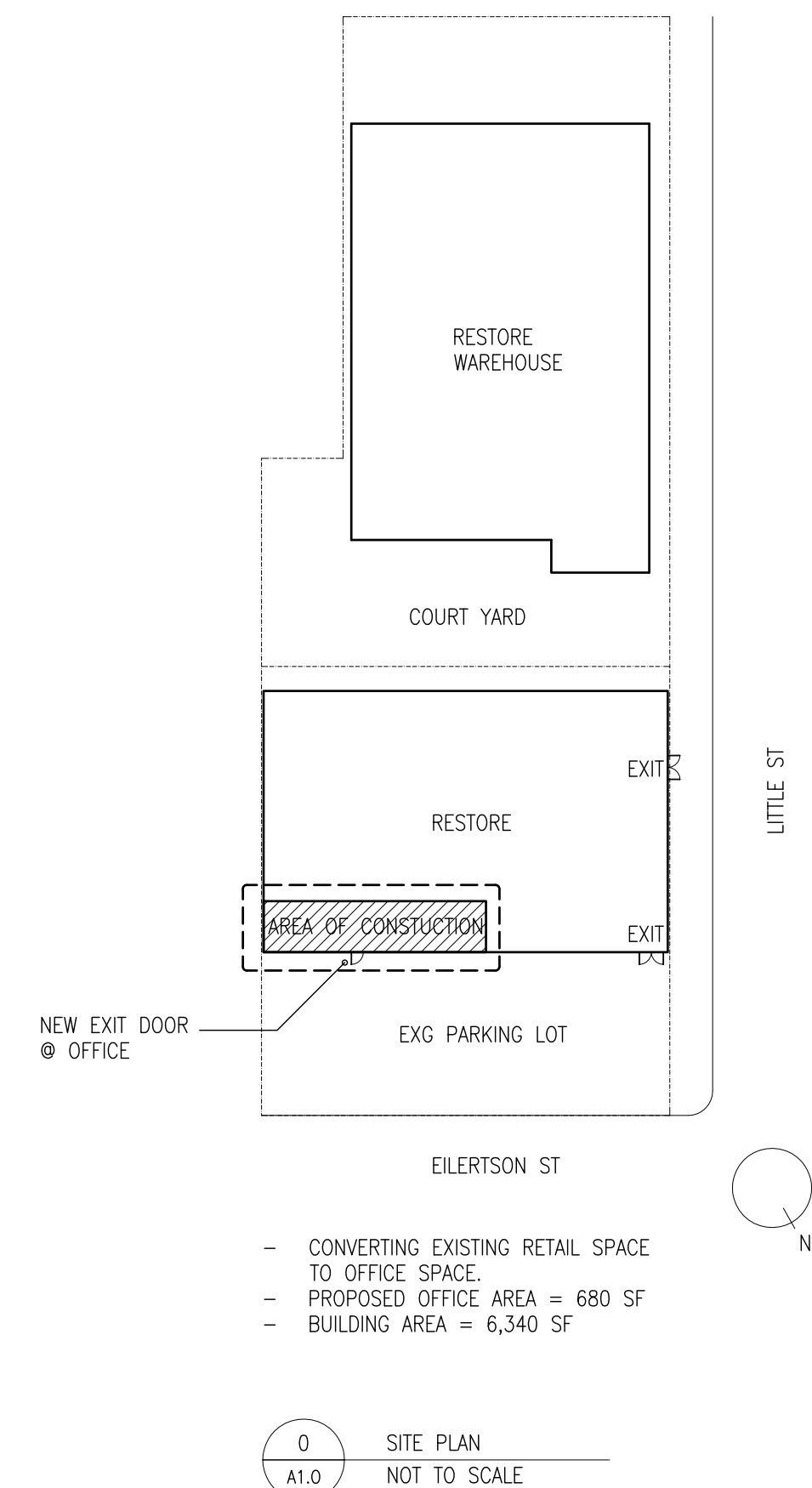
REVISIONS		
△	DATE	DESCRIPTION

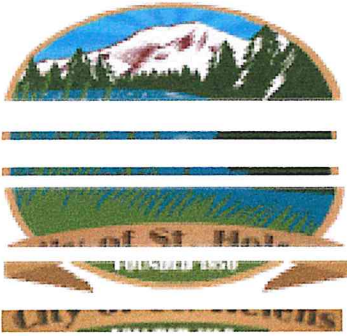
CONTENTS:

PLAN
ELEVATION

SHEET NC

A1.0





**NON-PROFIT TO REQUEST
GRANT FROM CITY** City of St.
Helens ♦ 265 Strand Street ♦ St. Helens, OR
97051 City Contact: Kathy Payne 503.366.8217

Item #2.

RECEIVED
FEB 07 2022
CITY RECORDER

Applicant/Organization Name: _ Project Title:

APPLICATION FOR

Organization Information	
Organization Type: <i>Community Emergency Response Team</i> Federal Tax ID No: 47-1628300	
<input checked="" type="checkbox"/> Non-Profit 501C(3) <input type="checkbox"/> Other Non-Profit: Type _____	Brief description of organization: Community Emergency Response Team. We get called out to help with traffic control, sandbagging or community emergencies such as the fire evacuation site at the fairgrounds in 2020.

Authorized Signer	Phone: 503-201-6399
Print Name: Holly Haebe	Fax:
Title Director Coordinator	Email: hollyh427@gmail.com
Street Address:	Mailing Address: 33561 Blaha Rd. Warren, OR 97053
Contact Person	Phone: Same
Print Name: Holly Haebe	Fax:
Title:	Email:
Street Address:	Mailing Address:

Please provide an explanation of what your organization provides as a good or service or both to meet the needs of St. Helens residents and note exactly how many residents that live inside the ci

limits of St. Helens are benefitted. *(This is not project-specific; this is specific to your organization.)*

Item #2.

Cert trains in all kinds of emergency situations. From CPR, traffic control to sandbagging. If there is a parade in town odds are somehow CERT is involved. Usually directing traffic. When there was a fire evacuation at the fairgrounds CERT was there for traffic flow as well as helping with the animals, helping with the donations ect. When there is a large storm warning in town that may require sandbagging we will go to the city shops and prefill bags for anyone in need. Any residence inside the city is able to request assistance thru CRFR.

Attach additional pages if needed. Page 1 of 3

Detailed Proposed Project Budget

Including money leveraged from other sources for this project

Budget Line-item	City Funds	*Non-City Funds	Agency Contribution	Total
Storage	\$		\$	\$3336.00
Training classes	\$	\$	\$	\$ 2000.00
CPR	\$	\$	\$	\$ 2000.00
Totals	\$	\$	\$	\$

*Explain Sources of Non-City Funds	Amount	Status Committed, Application Submitted, Application Invited, or Potential Source
Halloween town pays for traffic and parking each year	\$ 7000.00	Committed
	\$	
Total	\$	

Detailed Project Description

Include the problem, the need for the request, and how many persons will be served by this project
We need a temperature control storage unit to store books, training materials, uniforms ect. That is about 3336.00 a year. Training for CPR and stop the bleed classes average about \$50 per person per class. There are roughly 43 members in the group. We also do CPR classes for Search and Rescue and the boy scouts and MRC. SAR has 32 member and the boy scouts roughly 24 members.

The \$7000.00 Pays for rain gear. Stop/slow signs. Uniforms any supplies like sign boards for Reindeer run. All traffic control supplies. We are hoping to be able to purchase radios for traffic control communication and safety.

Detailed Proposed Solution

Include project design, readiness to proceed, and financial need

CERT is beginning a new recruitment year with classes starting in March. It is a 8 week class. So funds for the supplies, Back packs, emergency supplies for the pack. Each graduating member gets one of these. Also the cost for the CPR and Stop the bleed classes. Along with a storage unit to keep everything locked up and dry.

Attach additional pages if needed. Page 2 of 3

General Certification

I certify that to the best of my knowledge all information contained in this document and any attached supplements, is valid and accurate.

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- 2) If signed by an official, other than the Board Chair or President, documentation is attached that verifies the official's authority to sign on behalf of the applicant. Such documentation can include a letter signed by the Board Chair or President, agency/organization meeting minutes, or similar.

Signature

Holly Haebe

Holly Haebe

(must be Board Chair, President or other authorized official)

Title Coordinator

Date 02-07-2022

Attach additional pages if needed. Page 3 of 3



APPLICATION FOR NON-PROFIT TO REQUEST GRANT FROM CITY

City of St. Helens ♦ 265 Strand Street ♦ St. Helens, OR 97051
City Contact: Kathy Payne 503.366.8217

DEADLINE: Monday, February 7, 2022, 5PM

Applicant/Organization Name: Riverside Community Outreach

Project Title: Foster Family Appreciation Event

Organization Information

Organization Type: <i>Must be a local St. Helens non-profit.</i>		Federal Tax ID No: 83-3839513
<input checked="" type="checkbox"/> Non-Profit 501C(3) <input type="checkbox"/> Other Non-Profit: Type _____	Brief description of organization: Riverside Community Outreach serves vulnerable children and supports families impacted by foster care in Columbia, Clatsop, and Tillamook counties.	

Authorized Signer		Phone: 503-740-3036
Print Name: Kim Barbeau		Fax:
Title: Board Chair		Email: kim@mlanglaw.com
Street Address: 165 N. 11th St St Helens Or 97051		Mailing Address: PO Box 245 St Helens OR 97051
Contact Person		Phone: 503-702-7851
Print Name: Abby Olson		Fax:
Title: Executive Director		Email: abby@riversidecommunityoutreach.org
Street Address: 165 N. 11th St St Helens, OR 97051		Mailing Address: PO Box 245 St Helens, OR 97051

Please provide an explanation of what your organization provides as a good or service or both to meet the needs of St. Helens residents and note exactly how many residents that live inside the city limits of St. Helens are benefitted. (This is not project-specific; this is specific to your organization.)

RCO was born out of a need to provide safety for vulnerable children, encouragement for foster parents, and support for biological families. Currently, RCO is running multiple programs and activities as well as partnering with other organizations in the community to serve this at-risk population. RCO provides care for vulnerable children at risk for entering the foster care system, supports foster families who are caring for children and works to empower birth families for successful reunification. RCO is here to help support vulnerable children by providing tangible needs, volunteering, and respite care. RCO also works to provide wrap-around services for families to help meet needs and to assist when children return home after spending time in foster care, and to provide resources for families to prevent removal. RCO provides these services through relationships, partnerships, and programs. Due to the nature of foster care, the number of foster families and youth in foster care changes. About 1/3 of the foster families in Columbia County reside within the St Helens City limits. Iron Tribe recovery housing where biological families received supports from RCO also resides within the St Helens City limits.

Attach additional pages if needed.

Detailed Proposed Project Budget
Including money leveraged from other sources for this project

Budget Line-item	City Funds	*Non-City Funds	Agency Contribution	Total
Gifts for youth in foster care	\$500	\$3176	\$0	\$3676
Foster Parent Appreciation Basket	\$500	\$4333	\$0	\$4833
Event Costs	\$0	\$5000	\$0	\$5000
Totals	\$1000	\$12509	\$0	\$13509

*Explain Sources of Non-City Funds	Amount	Status Committed, Application Submitted, Application Invited, or Potential Source
Every Child Statewide Grant	\$ 5000	Committed
Business/Community Group/Individual Sponsorships	\$ 8509	Committed and Potential
Total	\$ 13509	

Detailed Project Description

Include the problem, the need for the request, and how many persons will be served by this project

RCO has become the link for families impacted by foster care in the NW section of the state of Oregon to the help they need. There are hundreds of children in foster care in Columbia, Clatsop, and Tillamook counties emphasizing the need for RCO. In 2020, 361 youth spent at least one night in foster care in Columbia, Clatsop, and Tillamook counties. These children need a safe and caring foster home. These homes need support to meet financial needs and provide encouragement. The biological parents of the children in foster care need help to make changes in their lives. RCO through partnerships, volunteers, and programs is wrapping around families and children in new ways to provide long lasting support. Foster families can't walk the journey alone. They need the support of the community to ensure a successful future for youth in foster care. RCO is here to provide that support. The American Academy of Pediatrics states, "Mental and behavioral health is the largest unmet health need for children and teens in foster care." Attachment to a caring adult will positively impact the life of a youth. Stable homes where youth are supported and encouraged leads to less change and increases a positive experience in education and a higher chance of graduation. Depression and anxiety in youth is reduced when they are able to participate in sports and activities, and have the resources needed to create a positive outlook. RCO is essential to providing these positive outcomes for youth impacted by foster care.

Detailed Proposed Solution

Include project design, readiness to proceed, and financial need

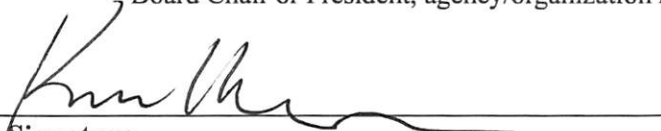
May is Foster Care Awareness Month, an opportunity to pause and reflect gratitude to the 4,000+ foster families in Oregon. Tonight, 7,500+ youth will spend the night in foster care. The foster care community deserves our honor, love, and care. Join Riverside Community Outreach in partnership with ODHS Child Welfare for Foster Care Awareness Month, May 2022, and help youth in foster care in Columbia, Clatsop, and Tillamook counties. This year Riverside Community Outreach, is hosting a foster family appreciation event. We want this event to show our foster families that we see them and care about them. These past two years have been incredibly challenging, and we are so grateful for the relatives and members of the community who have stepped up and stepped in to provide safe, loving homes for children and teens in Columbia, Clatsop, and Tillamook counties. We are inviting the city of St Helens to help us make this event spectacular. As previously stated, 1/3 of the foster families in Columbia County reside inside the St Helens city limits. During this year's event families will be greeted with music, friendly smiles, food, and gifts to show our appreciation. The above budget breaks down the cost into three categories: gifts for youth in foster care, foster parent appreciation basket, and event costs. Thanks to the generosity of the community (including a generous donation from the City of St Helens last year) RCO was able to put on a successful appreciation event last May that encouraged foster families. RCO is reaching out again to the city to provide financial support to help make this event spectacular for the families impacted by foster care in our community.

General Certification

I certify that to the best of my knowledge all information contained in this document and any attached supplements, is valid and accurate.

I further certify that, to the best of my knowledge:

- 1) The application has been approved by the governing body of the organization or is otherwise being submitted using the governing body's lawful process; and
- 2) If signed by an official, other than the Board Chair or President, documentation is attached that verifies the official's authority to sign on behalf of the applicant. Such documentation can include a letter signed by the Board Chair or President, agency/organization meeting minutes, or similar.


Signature
(must be Board Chair, President or other authorized official)

Board Chair

Title

February 7, 2022

Date



APPLICATION FOR NON-PROFIT TO REQUEST GRANT FROM CITY

City of St. Helens ♦ 265 Strand Street ♦ St. Helens, OR 97051
City Contact: Kathy Payne 503.366.8217

Item #2.

DEADLINE: Monday, February 7, 2022, 5PM

Applicant/Organization Name: Tumblewheel Studios

Project Title: Teen Mentor Program

Organization Information

Organization Type: <i>Must be a local St. Helens non-profit.</i>		Federal Tax ID No: 83-3052325
<input checked="" type="checkbox"/> Non-Profit 501C(3) <input type="checkbox"/> Other Non-Profit: Type _____	Brief description of organization: Tumblewheel Studios focuses on bringing free art education, tools, and materials to underfunded schools and under-resourced communities. We offer children, families, and individuals, access to a creative environment.	

Authorized Signer	Phone: 406-855-2773
Print Name: Jenna Reineking	Fax: NA
Title: Executive Director	Email: jreineking@tumblewheelstudios.org
Street Address: 52330 SW 4th St. Scappoose, OR 97056	Mailing Address: 52330 SW 4th St. Scappoose, OR 97056
Contact Person	Phone: 406-855-2773
Print Name: Jenna Reineking	Fax:
Title: Executive Director	Email: jreineking@tumblewheelstudios.org
Street Address: 52330 SW 4th St. Scappoose, OR 97056	Mailing Address: 52330 SW 4th St. Scappoose, OR 97056

Please provide an explanation of what your organization provides as a good or service or both to meet the needs of St. Helens residents and note exactly how many residents that live inside the city limits of St. Helens are benefitted. (This is not project-specific; this is specific to your organization.)

Tumblewheel Studios serves individuals, families, and communities throughout Columbia county where our organization is headquartered. We are especially interested in engaging with low-income families and overlooked youth in these areas. In St. Helens, we are actively pursuing relationships with local community leaders (Parks & Rec) and charitable organizations (Food bank) in order to locate individuals and families who need our help the most. In previous years, we have held free workshops at community events (Run for the Cure) in St. Helens, which have served roughly 100-150 individuals. We are interested in expanding our teen specific programming in St. Helens this year, to offer mentoring and mural painting opportunities to youth at the high school level.

Detailed Proposed Project Budget
Including money leveraged from other sources for this project

Budget Line-item	City Funds	*Non-City Funds	Agency Contribution	Total
Teacher Stipend	\$1830.40	\$995.90	\$	\$
Supplies	\$1620	\$	\$	\$
Other (i.e. insurance, etc.)	\$1419.60	\$500	\$	\$
Totals	\$4870	\$1495.90	\$	\$6365.90

*Explain Sources of Non-City Funds	Amount	Status Committed, Application Submitted, Application Invited, or Potential Source
Columbia County Cultural Coalition	\$ 995.90	committed
Private Donation	\$ 500	committed
Total	\$ 1495.90	

Detailed Project Description

Include the problem, the need for the request, and how many persons will be served by this project

The St. Helens Nonprofit Grant funds will be used to facilitate a Teen Mentor Program for high school age students in St. Helens. This program will be for those interested in pursuing a higher education in the arts, and will feature a portfolio building workshop, as well as lessons in photo documentation, and cover letter writing. The purpose of this project is to give students in our area the opportunity to build on their talents, while exposing them to tools and techniques they might not currently have access to. At the culmination of our program, students will walk away with a professional, well-rounded art portfolio that they can use in a college application.

Each session of our program will focus on a different set of skills: ceramics, drawing and painting, printmaking, and digital tools (i.e. Illustrator, 3-d printing, Photoshop, and Procreate). Throughout the program, students will be given one on one instruction to help further develop their individual art portfolios, and projects that help them highlight their distinct voice.

Detailed Proposed Solution

Include project design, readiness to proceed, and financial need

Our project has been carefully designed by our teaching artists, who collectively have more than twenty years of experience in arts instruction. We are hoping to launch this program by spring, with the bulk of our youth workshops taking place over the summer. We currently have funding in place for 1/3 of the projected costs, and are prepared to pursue additional avenues if needed. Our project will proceed even if we are not awarded city funds, and will move forward in a scaled back format.

General Certification

I certify that to the best of my knowledge all information contained in this document and any attached supplements, is valid and accurate.

I further certify that, to the best of my knowledge:

- 1) The application has been approved by the governing body of the organization or is otherwise being submitted using the governing body's lawful process; and
- 2) If signed by an official, other than the Board Chair or President, documentation is attached that verifies the official's authority to sign on behalf of the applicant. Such documentation can include a letter signed by the Board Chair or President, agency/organization meeting minutes, or similar.

Jenna Reineking

Digitally signed by Jenna Reineking
Date: 2022.02.07 14:15:26 -08'00'

Signature

(must be Board Chair, President or other authorized official)

Executive Director

Title

1/30/2022

Date



APPLICATION FOR NON-PROFIT TO REQUEST GRANT FROM CITY

City of St. Helens ♦ 265 Strand Street ♦ St. Helens, OR 97051
City Contact: Kathy Payne 503.366.8217

DEADLINE: Monday, February 7, 2022, 5PM

Applicant/Organization Name: United Way of Columbia County

Project Title: Dolly Partons Imagination Library (#ORCOLUMBIA#2084)

Organization Information	
Organization Type: <i>Must be a local St. Helens non-profit.</i>	Federal Tax ID No: 93-6038634
<input checked="" type="checkbox"/> Non-Profit 501C(3) <input type="checkbox"/> Other Non-Profit: Type _____	Brief description of organization: Dolly Partons Imagination Library is a stand-alone project of United Way of Columbia County to strengthen family connections, increase Kindergarten Readiness Scores, and improve High School Graduation Rates.

Authorized Signer	Phone:
Print Name: Tony Erickson	Fax:
Title: Board Chair	Email: Tonye@oregonaero.com
Street Address:	Mailing Address: PO Box 538 Rainier, OR 97048
Contact Person	Phone: 3604306778
Print Name: Claire Catt	Fax:
Title: Executive Director	Email: clarec@unitedwayofcolumbiacounty.com
Street Address: 305 W 3rd Street, Room #16 Rainier, OR 97048	Mailing Address: PO Box 538 Rainier, OR 97048

Please provide an explanation of what your organization provides as a good or service or both to meet the needs of St. Helens residents and note exactly how many residents that live inside the city limits of St. Helens are benefitted. *(This is not project-specific; this is specific to your organization.)*

United Way of Columbia County (UWCC) provides funding and support for the following non-profit Member Agencies within St Helens: Columbia Pacific Food Bank, Community Action Team, Amani Center, home-delivered meals at St Helens Senior Center and SAFE of Columbia County. In addition, UWCC offers Columbia County the following stand-alone programs: Dolly Partons Imagination Library, 211info, FamilyWise Medication Discount Cards, and MyFreeTaxes.org. It is estimated that 1 in 4 St Helens residents are served directly by one of these programs (3,450). Learn more about the breadth of UWCC work at www.unitedwayofcolumbiacounty.com!

Attach additional pages if needed.

Detailed Proposed Project Budget

Including money leveraged from other sources for this project

Budget Line-item	City Funds	*Non-City Funds	Agency Contribution	Total
Books and mailings (paid to DPIL)	\$500	\$39,700	\$0	\$40,200
Administrative Support	\$0	\$0	\$2,750	\$2,750
	\$	\$	\$	\$0
Totals	\$500	\$39,700	\$2,750	\$42,950

*Explain Sources of Non-City Funds	Amount	Status Committed, Application Submitted, Application Invited, or Potential Source
Matching Grant from James Rippey Foundation	\$ 20,100	Committed
Private/Corporate Donors	\$ 19,600	Committed/Potential
Total	\$ 39,700	

Detailed Project Description

Include the problem, the need for the request, and how many persons will be served by this project

The local Dolly Parton Imagination Library Program serves 1,350 Columbia County youth ages 0-5th birthday by providing monthly age-appropriate, high quality books to their homes. This is 100% free to participating families and creates an at home culture of reading for fun. St Helens School District, along with other local districts, have below national average KA (Kindergarten Assessment) scores. Nationally, this program has been shown to increase KA scores, increase 3rd grade literacy, and increase High School Graduation rates in participating areas. Currently, 630 enrolled children live within the St Helens School District boundaries.

Detailed Proposed Solution

Include project design, readiness to proceed, and financial need


This program is worldwide, supported by the DollyWood Foundation. The local UWCC chapter is responsible for raising all billable program funds, promoting the program, finding local champions, and local registration. The program has been active, at the local level, since 2018, with annual increases of program participants. As St Helens continues to grow, investment in early education and literacy will continue to be important. Please help this program be sustainable through 2022.

General Certification

I certify that to the best of my knowledge all information contained in this document and any attached supplements, is valid and accurate.

I further certify that, to the best of my knowledge:

- 1) The application has been approved by the governing body of the organization or is otherwise being submitted using the governing body's lawful process; and
- 2) If signed by an official, other than the Board Chair or President, documentation is attached that verifies the official's authority to sign on behalf of the applicant. Such documentation can include a letter signed by the Board Chair or President, agency/organization meeting minutes, or similar.



Signature

(must be Board Chair, President or other authorized official)

Board Chair

Title

1/6/2022

Date



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: City Council
FROM: Jacob A. Graichen, AICP, City Planner
RE: Consideration of right-of-way dedication for the “Comstock property” which is the same property considered for annexation as part of file Annexation A.5.21
DATE: February 7, 2022

The “Comstock property” is being considered for annexation. This will help facilitate this property’s development. Another aspect for development is access.

Due to significant wetlands that cut two swaths through the property and isolates the most southerly developable portion from any public-right-of-way, how to connect this property to the nearest right-of-way, Barr Avenue, is a riddle to solve.

One solution is to dedicate right-of-way to bring the right-of-way to the subject property. Doing this in advance of a development design is unusual. As such this was presented to the Planning Commission at their January 12, 2022 meeting for consideration and possible recommendation to the City Council. The Planning Commission supports this concept. Now it’s up to the Council.

Public right-of-way that can be used for a standard city street is recommend instead of an easement to maximize potential. An easement could provide access to no more than six lots and is thus restrictive.

The property subject to right-of-way dedication is owned by the Meadowbrook Homeowners Association. The president of the HOA is aware and open to this concept. The Meadowbrook development is based on retaining a minimum amount of open space. Because most of this area is driveway already and entirely within a private access easement, there is no impact to the minimum open space.

In addition to access for people and vehicles, access for utilities needs to be considered too. This is why this concept includes an area with the northern line 10’ north from the sanitary sewer manhole within Barr Ave. Though mailboxes and street lighting will need to be moved if/when a new street is constructed, a new sanitary sewer line could branch off the manhole.

This is a logical place for a new street being at the “sweet spot” between Ruby Ct. and Sykes Road along Barr Ave. The right-of-way width for a local classified street is 40’ or 50’, which can be accommodated by the proposed area of dedication.

If the Council consents to this right-of-way dedication, we will need a legal description prepared by others to the city’s satisfaction in addition to any other information the Council deems necessary. The Meadowbrook HOA would need to sign a dedication deed prepared by the city and then the council accept that for recordation with the County Clerk’s office.

If the right-of-way dedication doesn’t work, the landowner can still work with the Meadowbrook Homeowners Association to do a Lot Line Adjustment to bring the “Comstock property” to the right-of-way as another option.

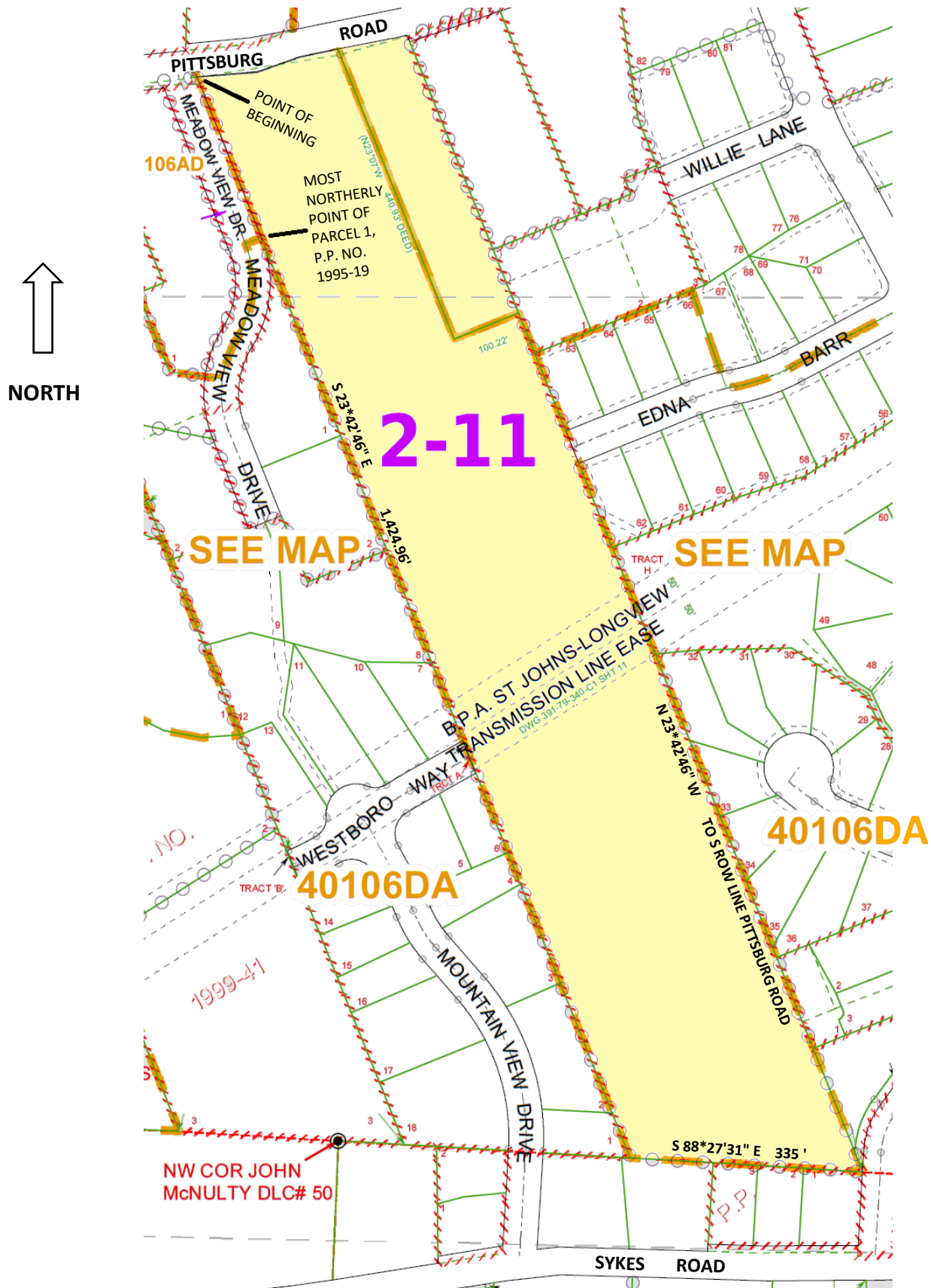


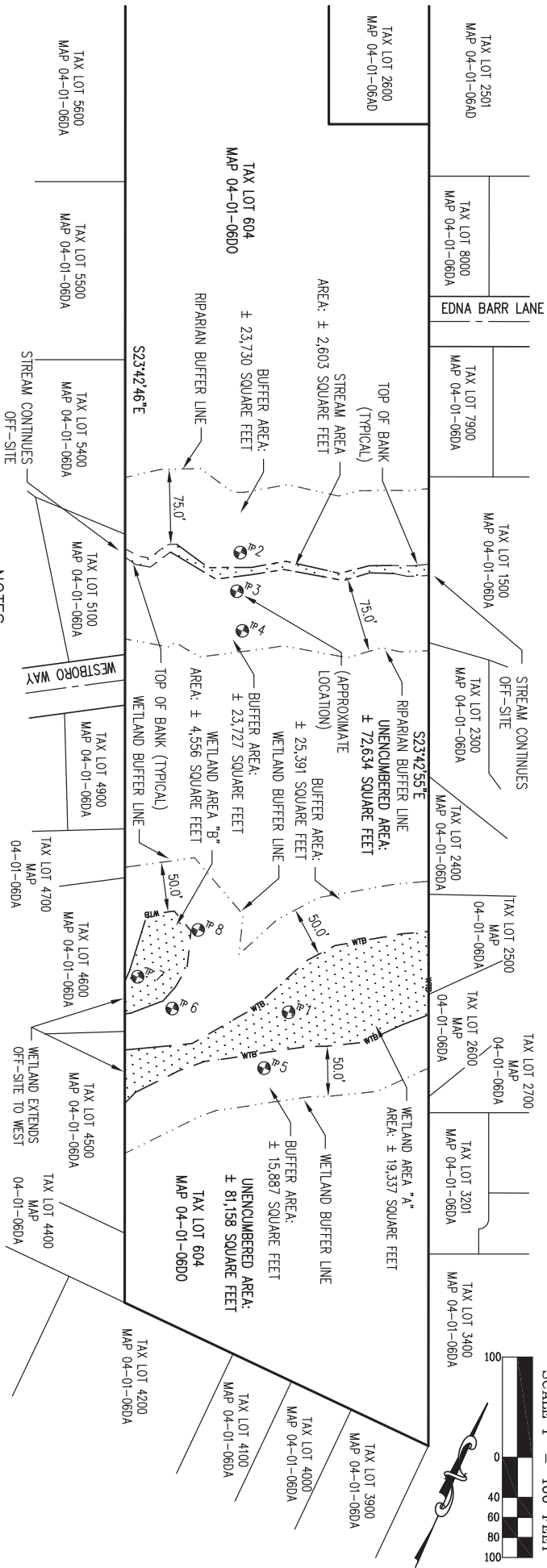
Two photos showing the area proposed to be dedicated as public right-of-way as viewed from Barr Avenue. Note the sanitary sewer manhole in the photo to the left. Mailboxes and light pole will be affected and possible some other utilities (note above ground vaults in above photo).

Attached: General map of property (Exhibit B for the Oregon Department of Revenue for annexation)
 Preliminary wetland delineation map with city required upland protection zones shown
 Partition Plat No. 2005-04
 Map showing private access easement and potential right-of-way dedication area
 Map showing potential right-of-way dedication area detail

EXHIBIT B

**E. 1/2 SEC.6 T.4N. R.1W. W.M.
COLUMBIA COUNTY**





NOTES

1. THE FIELD WORK WAS COMPLETED OCTOBER 27, 2021.
2. THE NORTHEASTERLY AND SOUTHWESTERLY PROPERTY LINES WERE DETERMINED BY TIES TO RECOVERED SURVEY MONUMENTS AND ARE ACCURATELY DEPICTED. THE SOUTH LINE WAS CALCULATED FROM RECORD SURVEY INFORMATION.
3. WETLAND BOUNDARY, TOP OF STREAM BANK AND SAMPLE PLOT FLAGGING PLACED BY WETLAND SOLUTIONS NORTHWEST. THEIR LOCATIONS WERE DETERMINED BY SURVEY WITH ACCURACY OF +/- 1 FOOT.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

PRELIMINARY

OREGON
JUNE 30, 1997
SCOTT F. FIELD
2844

RENEWALS: 12/31/2021

WETLAND AND BUFFER MAP

LOCATED IN THE EAST 1/2 OF SECTION 6,
TOWNSHIP 4 NORTH, RANGE 1 WEST, W.M.,
COLUMBIA COUNTY, OREGON
DATE: NOVEMBER 8, 2021

LEGEND

SP #

WETLAND AREA

WETLAND BOUNDARY

ORDINARY HIGH WATER LINE

RIGHT-OF-WAY LINE

PROPERTY LINE

PREPARED FOR

JEANNE MORAN
2799 E. LINDA COURT
GILBERT, AZ 85234

JOB NAME:	MORAN
JOB NUMBER:	2346
DRAWN BY:	BLA
CHECKED BY:	SFF
DRAWING NO:	2346 EXH WL2



BOUNDARY TOPOGRAPHIC CONSTRUCTION CADASTRAL
ORTHWEST
1815 NW 169th PLACE, SUITE 2090
BEAVERTON, OR 97006
PHONE: 503-848-2127 FAX: 503-848-2179
www.nwsurvey.com
URVEYING, Inc.

PARTITION PLAT

S.E. QUARTER OF SECTION 6
TOWNSHIP 4 NORTH, RANGE 1 WEST, WILLAMETTE MERIDIAN
CITY OF ST. HELENS, COLUMBIA COUNTY, OREGON

PARTITION PLAT NO. 2005-4
A A-834

Item #3.

SURVEYED BY:

BURTON ENGINEERING & SURVEYING
10121 NE GLISAN ST.
PORTLAND, OREGON 97220
(503) 251-2947

LEGEND:

- SET 5/8" x 30" IRON ROD WITH YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING LS 590"
- FOUND 5/8" x 30" IRON ROD WITH YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING LS 590", UNLESS OTHERWISE NOTED.

APPROVALS

APPROVED THIS 28th DAY OF January, 2004

Willa Denny
COLUMBIA COUNTY SURVEYOR

APPROVED THIS 27th DAY OF December, 2004

P.E. Burton
CITY OF ST. HELENS, PLANNING DEPT.

TAXES FROM July 1, 2004

THROUGH June 30, 2005

HAVE BEEN PAID

COLUMBIA COUNTY DIRECTOR OF FINANCE AND TAXATION

BY Margaret Gunn, deputy

STATE OF OREGON S.S.

COUNTY OF COLUMBIA

I DO HEREBY CERTIFY THAT THIS PARTITION PLAT WAS RECEIVED FOR RECORDING ON THIS 28th DAY OF February, 2005 AT 10 O'CLOCK PM AND RECORDED AS INSTRUMENT NO. 2005-264 AND AS PARTITION PLAT NO. 2005-4

BY: Willa Denny, deputy



DECLARATION

KNOW ALL MEN BY THESE PRESENTS THAT D-CAV INVESTMENTS, INC. IS THE OWNER OF THE LAND REPRESENTED ON THE ANNEXED MAP, & MORE PARTICULARLY DESCRIBED IN THE ACCOMPANYING SURVEYOR'S CERTIFICATE, AND HAS CAUSED THE SAME TO BE PARTITIONED AND SURVEYED INTO PARCELS AS SHOWN IN ACCORDANCE WITH ORS CHAPTER 92 AND HEREBY DEDICATE ALL EASEMENTS AS SHOWN OR NOTED HEREON.

Donald E. Barnett
DONALD E. BARNETT, PRESIDENT
D-CAV INVESTMENTS, INC.

ACKNOWLEDGEMENT

STATE OF OREGON S.S.
COUNTY OF COLUMBIA

KNOW ALL MEN BY THESE PRESENTS, ON THIS 24 DAY OF January, 2004, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID STATE AND COUNTY PERSONALLY APPEARED DONALD E. BARNETT WHO BEING DULY SWORN, DID SAY THAT HE IS THE IDENTICAL PERSON NAMED IN THE DECLARATION, AND THAT HE EXECUTED SAID DECLARATION FREELY AND VOLUNTARILY.

NOTARY

Willa Denny
NOTARY SIGNATURE

NOTARY PUBLIC - OREGON

COMMISSION NO. 356209

MY COMMISSION EXPIRES March 30, 2006

NARRATIVE

PURPOSE OF THIS SURVEY IS TO PARTITION A PORTION OF THAT TRACT DESCRIBED IN INSTRUMENT NO. 94-07554 INTO 3 TRACTS. THE BASIS OF BEARINGS AND CONTROL FOR THIS SURVEY IS THE CENTERLINE OF BARR AVENUE DEFINED BY 2 FOUND 5/8" IRON RODS WITH YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING", POINTS A AND B SET ON "MEADOWBROOK PLANNED COMMUNITY" PLAT. CONTROL AND PARTITION BOUNDARIES WERE FURTHER VERIFIED BY FOUR 9/8 MONUMENTS AT SOUTHEAST CORNER OF LOT 37 POINT C, "MEADOWBROOK PLANNED COMMUNITY NO. 2" AND THE 3/4" IRON PIPE POINT D FOUND ON THE WEST RIGHT OF WAY LINE OF BARR AVENUE AS SHOWN FOUND ON "MEADOWBROOK PLANNED COMMUNITY" PLAT AND POINT E, THE INITIAL POINT.

THE LOCATION OF THE WESTERLY LINE OF THE PARTITION BEGAN AT POINT D AT THE INTERSECTION OF THE WESTERLY EXTENSION OF THE WESTERLY LINE OF "MEADOWBROOK PLANNED COMMUNITY NO. 2" WITH THE WESTERLY RIGHT OF WAY LINE OF BARR AVENUE EXTENDED TO THE SOUTHWEST CORNER OF "MEADOWBROOK PLANNED COMMUNITY NO. 2". THE NORTHERLY LINE OF THE PARTITION WAS THEN EXTENDED FROM POINT E THE MOST SOUTHERLY CORNER OF LOT 36 ALONG THE SOUTHERLY LINE OF "MEADOWBROOK PLANNED COMMUNITY NO. 2" TO POINT C THE SOUTHWESTERLY CORNER OF LOT 38, "MEADOWBROOK PLANNED COMMUNITY NO. 2". THE EASTERLY LINE OF THE PARTITION WAS ESTABLISHED ALONG THE WESTERLY LINE OF SAID LOT 38 TO THE MOST SOUTHERLY CORNER THEREOF, THEN SOUTHERLY ALONG THE WESTERLY LINE OF THAT TRACT DEEDED TO HOME OWNERS ASSOCIATION IN INST. NO. 02-13661 THROUGH POINTS H AND J TO THE POINT OF INTERSECTION WITH THE SOUTH LINE OF THAT TRACT DEEDED TO D-CAV INVESTMENTS IN DOCUMENT 94-07554. 8/3/94, COLUMBIA COUNTY DEED RECORDS, THE SOUTHERLY LINE WAS ESTABLISHED FROM POINT J WESTERLY ALONG THE SOUTHERLY LINE OF SAID D-CAV TRACT TO THE MOST SOUTHERLY CORNER THEREOF AND TRUE POINT OF BEGINNING OF SAID D-CAV TRACT DEED.

SURVEYOR'S CERTIFICATE

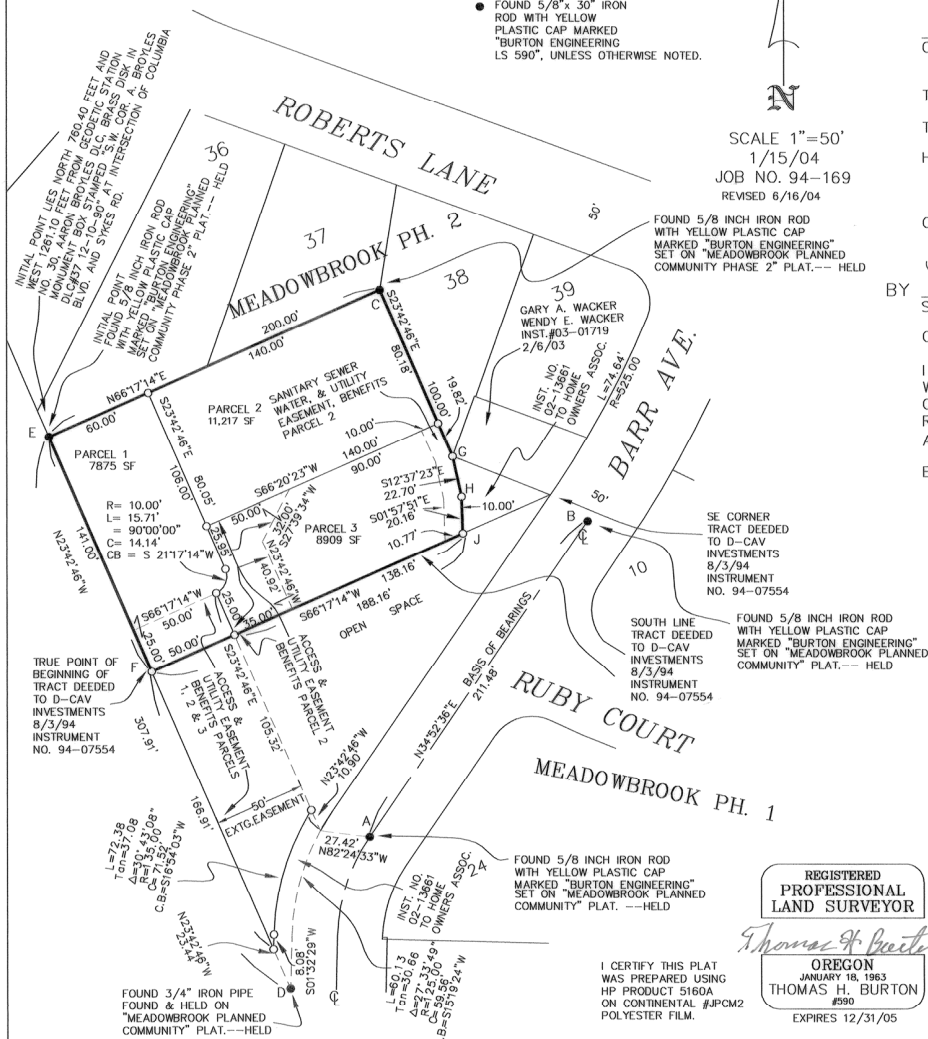
I, THOMAS H. BURTON, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF OREGON, DO HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED WITH PROPER MONUMENTS THE LAND REPRESENTED ON THE ATTACHED PARTITION MAP WITH THE BOUNDARIES BEING DESCRIBED AS FOLLOWS:

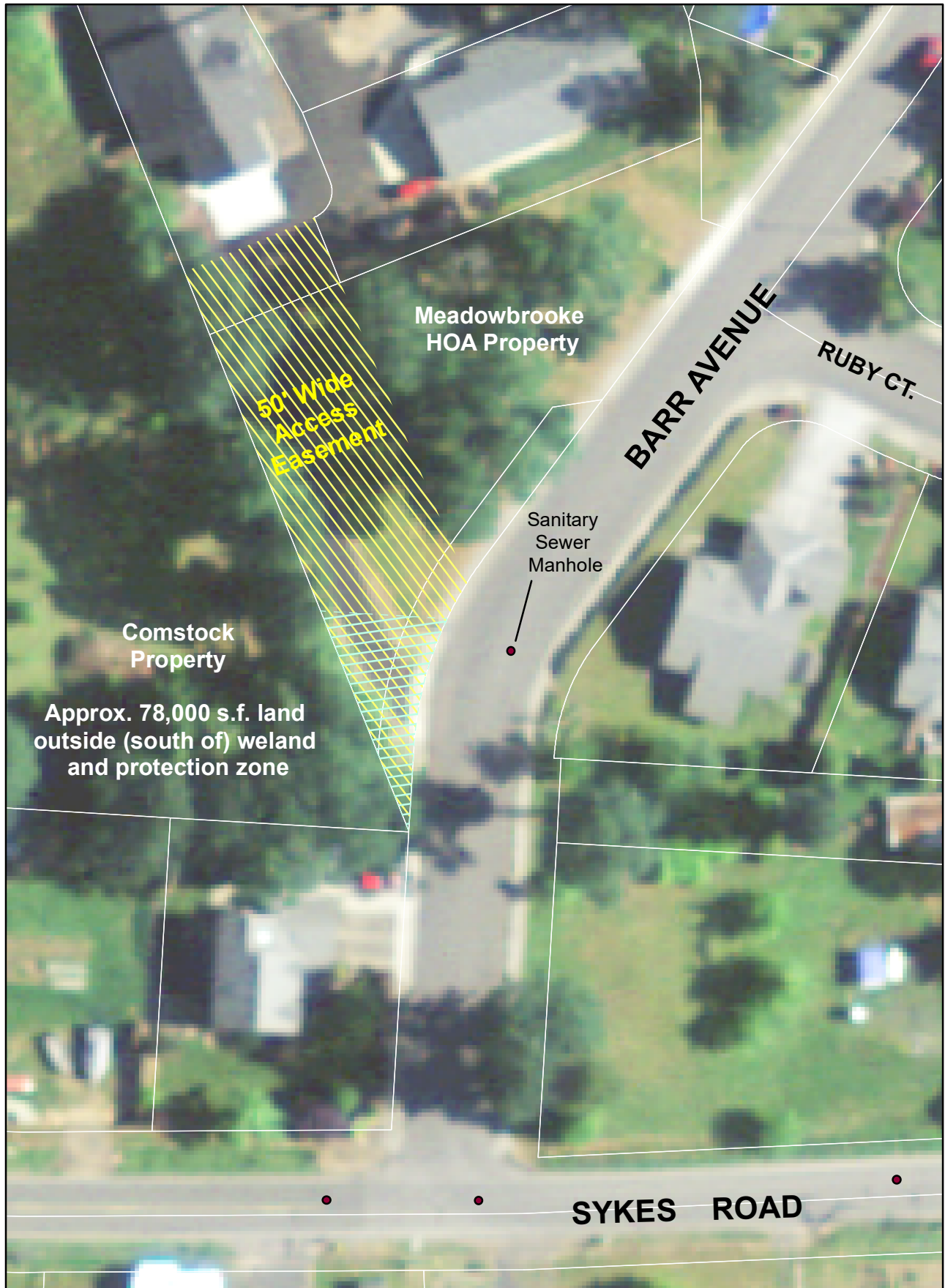
BEGINNING AT THE INITIAL POINT A 5/8 INCH IRON ROD WITH A YELLOW PLASTIC CAP MARKED "BURTON ENGINEERING" AT THE MOST SOUTHERLY CORNER OF LOT 36, "MEADOWBROOK PLANNED COMMUNITY NO. 2", A DULY RECORDED SUBDIVISION PLAT IN COLUMBIA COUNTY PLAT RECORDS; THENCE NORTH 66°17'14" EAST ALONG THE SOUTHERLY LINES OF LOTS 36 AND 37 SAID "MEADOWBROOK PLANNED COMMUNITY NO. 2" A DISTANCE OF 200.00 FEET TO THE SOUTHWESTERLY CORNER OF LOT 38, SAID "MEADOWBROOK PLANNED COMMUNITY NO. 2"; THENCE SOUTH 23°42'46" EAST ALONG THE WESTERLY LINE OF SAID LOT 38 A DISTANCE OF 100.00 FEET TO THE MOST SOUTHERLY CORNER THEREOF; THENCE SOUTH 12°37'23" EAST ALONG THE WESTERLY LINE OF THAT TRACT DEEDED TO THE HOME OWNERS ASSOCIATION IN INSTRUMENT NO. 02-13661 A DISTANCE OF 22.70 FEET; THENCE CONTINUING ALONG SAID HOME OWNERS ASSOCIATION TRACT SOUTH 01°57'51" EAST A DISTANCE OF 20.16 FEET TO THE SOUTH LINE OF THAT TRACT DEEDED TO D-CAV INVESTMENTS IN INSTRUMENT NO. 94-07554, 8/3/94; THENCE SOUTH 66°17'14" WEST ALONG THE SOUTH LINE OF SAID D-CAV TRACT A DISTANCE OF 188.16 FEET TO THE INTERSECTION OF THE WESTERLY LINE EXTENDED OF "MEADOWBROOK PLANNED COMMUNITY PHASE 2; THENCE NORTH 23°42'46" WEST ALONG SAID WESTERLY LINE EXTENDED A DISTANCE OF 141.00 FEET TO THE INITIAL POINT.

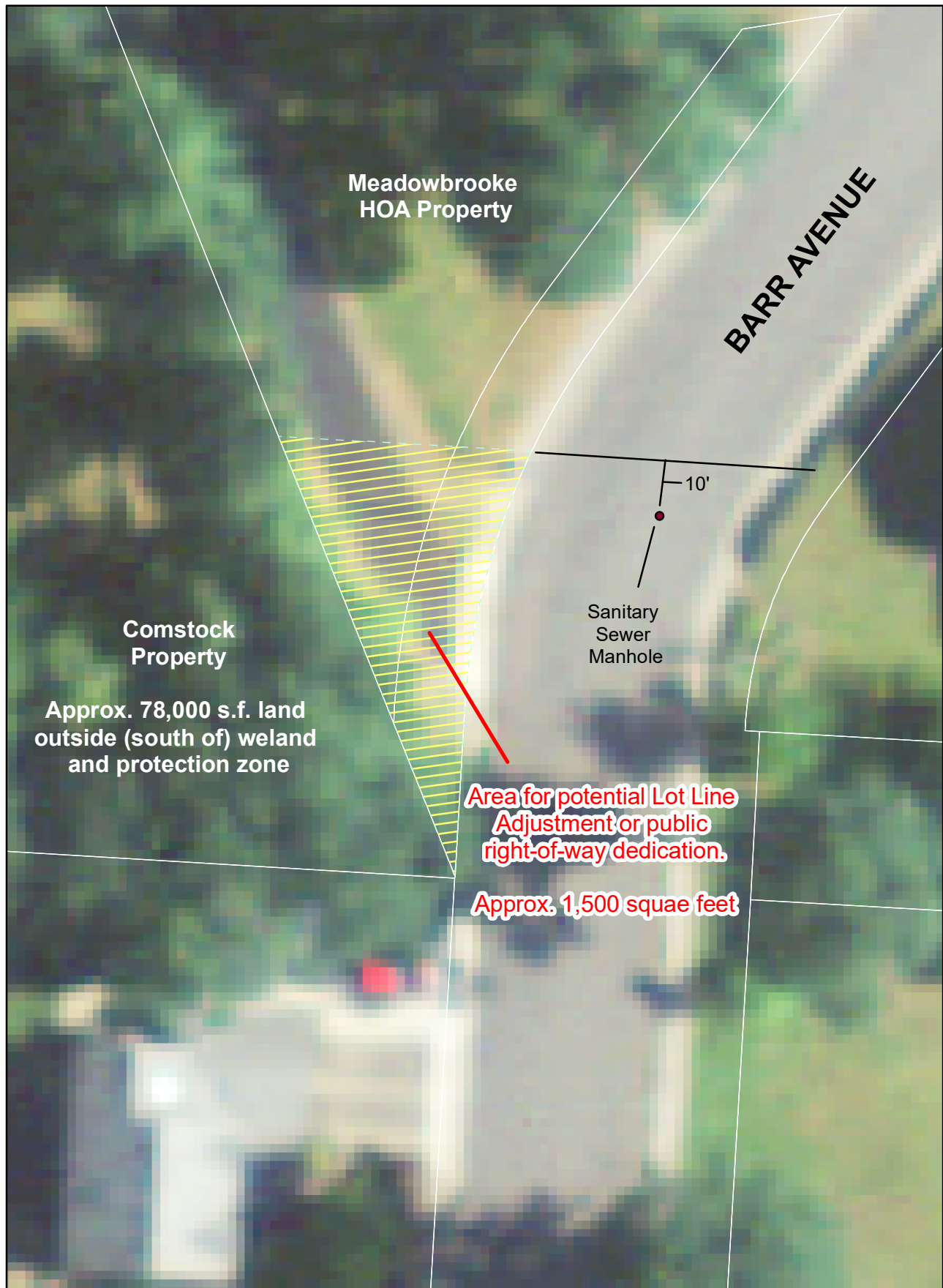
REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JANUARY 18, 1983
THOMAS H. BURTON
#590
EXPIRES 12/31/05

I CERTIFY THIS PLAT WAS PREPARED USING HP PRODUCT 5160A ON CONTINENTAL #JPCM2 POLYESTER FILM.









CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: City Council
FROM: Jacob A. Graichen, AICP, City Planner
RE: Discussion of “alterations” to The Courthouse Plaza, a Designated Landmark
DATE: February 9, 2022

The Plaza is “designated landmark” per city code, which means it is an historic resource officially recognized by the City of St. Helens. With this designation, “alteration” is subject to permitting by the Historic Landmarks Commission.

The Planning Commission (as acting Historic Landmarks Commission) discussed some recent changes to The Plaza ([see attached January 27, 2022 memo](#)) at their February 8, 2022 meeting and unanimously concluded (with all seven members present) that the metal business sponsor sign features recently added with permanent construction (and intentions) constitutes an alteration.

This issue needs to be resolved. They must be removed from The Plaza or allowed under a Historic Resource Review (HRR). There is no guarantee an HRR can be approved.

This memo will accompany a discussion with the Council at a work session to inform about this recent alteration and educate for potential future ones.





CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: Planning Commission (as the Historic Landmarks Commission)
 FROM: Jacob A. Graichen, AICP, City Planner
 RE: The Plaza, a Designated Landmark v. Amusement Park
 DATE: January 27, 2022

Per Chapter 17.36 of the St. Helens Municipal Code a “designated landmark” is an historic resource officially recognized by the city of St. Helens.

Historic resources are often buildings but can also be other things like sites. The city’s Locally Designated Landmarks List includes 24 official historic resources. 22 of these are buildings. One is a site: the **Courthouse Plaza**. More information about the city’s historic resources can be found online: <https://www.sthelensoregon.gov/planning/page/historic-preservation>

There is a key term in the city’s historic preservation chapter: “**alteration**.” This is important as a proposed alteration of a designated landmark requires formal review by the Historic Landmarks Commission before the alteration occurs. This is known a **Historic Resource Review**.

The definition is important for you to be aware of. Alteration is defined as:

“Alteration” means an addition, removal, or reconfiguration which significantly changes the character of a historic resource. Painting is not an alteration.

In 2019, the Commission approved an alteration for a kiosk, which has since been installed. Lawfully.

The purpose of this memo is twofold: 1) to inquire with the Commission whether or not you feel an addition after the kiosk was installed constitutes an alternation and, 2) as an FYI as Halloweentown continues to grow, there will be more tourism use of the plaza (as a key feature of the 1998 movie) and interest in modifications such as addressing the grass surface which gets a lot of use and takes much abuse during the local seasonal Halloweentown festivities.

1910



1983



1963



The courthouse was built in 1906 and the plaza followed in 1907. Key features include the central circular platform and the crucifix feature. The center remains, but the crucifix, lost sometime between 1963 and 1983 could be restored to honor the original design.



Above: The Plaza as viewed from S. 1st Street in 2019 before the kiosk, permitted by the Historic Landmarks Commission, was lawfully installed. **Below,** same view of The Plaza this month. Note the permitted kiosk (light blue with faux basalt base) to the left. Also note the metal business sponsor sign features on either side, that appeared sometime after the permitted Kiosk was installed. **Do you think these constitute an alteration?**





Left: another current photo of The Plaza looking towards S. 1st Street.

The metal business sponsor sign features are within the boundaries of The Plaza.

Right: A closer view of the foundation of one of the metal business sponsor sign features shows a small concrete pad that was poured (and never existed prior) and the intended permanency of these features.

Since there are two of these, there are two pads. A pad, albeit larger, was necessary for the permitted kiosk.





Request for Qualifications

25-acre Riverfront Development Opportunity in St. Helens, Oregon

<https://www.sthelensoregon.gov/rfps>

<https://youtu.be/C8VkXUMCWP8>

Due date and time: March 25, 2022 by 3 p.m. PST

Responses shall be submitted by mail or hand delivered to:

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

Introduction

The City of St. Helens, Oregon is soliciting a development partner to assist with the transformation of a 25-acre riverfront property adjacent to downtown. The property's unique waterfront location, mountain views, and proximity to the business district create a rare opportunity to bring vibrant mixed-use development to St. Helens.

St. Helens is a growing community of more than 14,560 people located 30 miles north of Portland along U.S. Highway 30. City leaders and community members have long recognized the former industrial waterfront property as an opportunity to revitalize the community. When the Boise Cascade veneer plant ceased operations in 2009 and the property became available, the City acquired it in order to realize its vision for the waterfront.

Upon acquisition in 2015, the City furthered its public engagement and planning efforts, building community support for the redevelopment to come. The result of the long-range planning efforts and community engagement created a vision for the area to be a mixed-use development that improves public access to the riverfront and honors natural and cultural heritage.

To learn more about the vision for the project, see this video: <https://youtu.be/C8VvXUMCWP8>

Site Advantages

The St. Helens Riverfront property has a number of site advantages that make this opportunity unique and transformative for the City.

Waterfront Location & Views. The property has sweeping views of the Columbia River, Mt. Hood, Mt. St. Helens, and the northern tip of Sauvie Island. It is located adjacent to the nationally registered historic downtown area. The site has nearly 3,000 linear feet of Columbia River frontage.



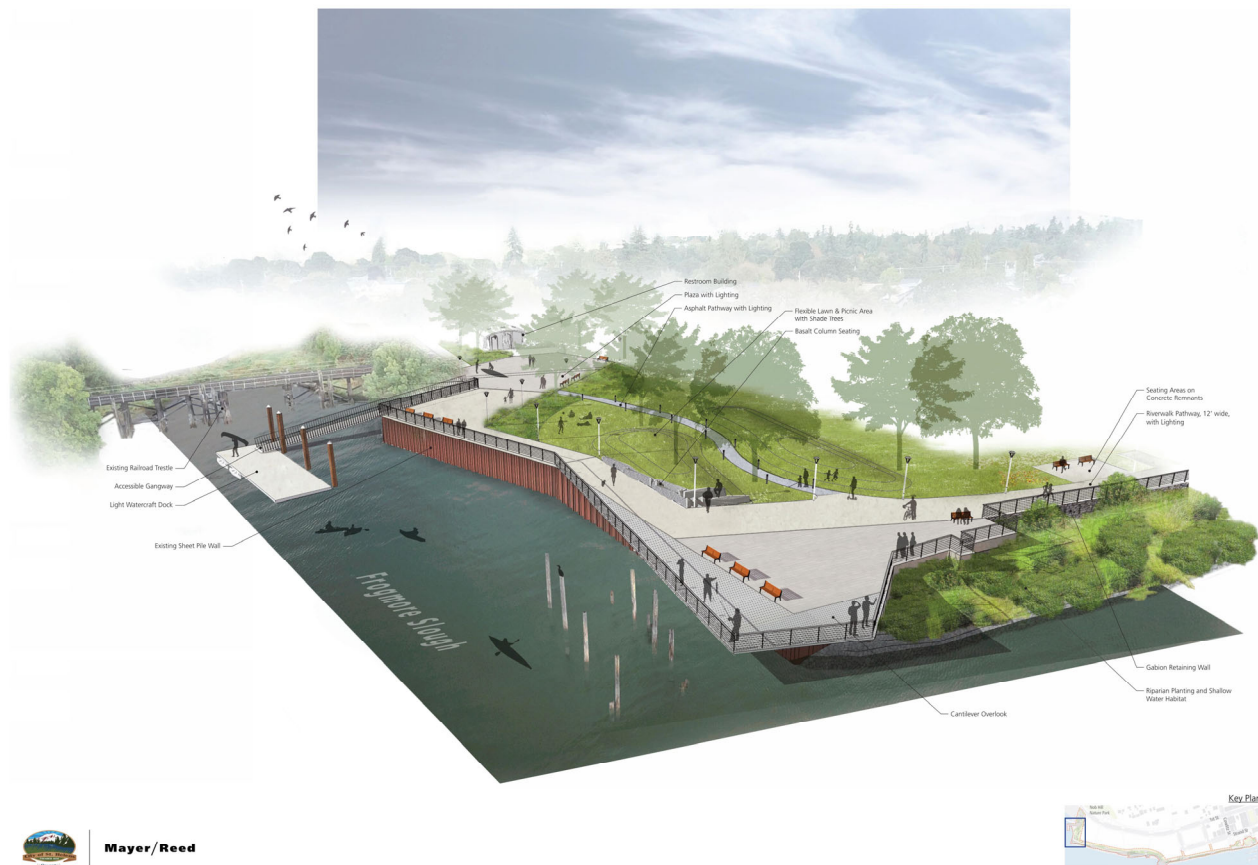
View of Mt. St. Helens and Sand Island from the Riverfront property

City Commitment to Project Success. The City has proven its commitment to fulfill the community's vision by acquiring the property, planning for its reuse, rezoning the property, and acquiring the funding for design and construction of public infrastructure. The City is eager to partner with a developer who can help realize that vision.

Development Context & Low Cost of Living. St. Helens offers a small-town lifestyle within a relatively short commute to Portland-area employers and a lower cost of living. As housing in the Portland metro area increase and work-from-home options improve, there has been an influx of new residents seeking the quality of life in St. Helens. The community is making significant investments in its schools, recreation, and public safety facilities (further described on Page 5).

Riverwalk Project. The Riverwalk Project will provide public access along the river from the north end of the site at Columbia View Park to the south where it will connect to the bluff trail. There are features along the Riverwalk Project, including a "Rocky Beach" area with access down to the water and a "Recreation Hub" which includes an in-water paddlecraft launch, restrooms, and a cantilevered boardwalk over the Columbia River. Phase I of the Riverwalk Project focuses on the improvements within Columbia View Park at the north end of the site. Phase I is planned for construction bidding Summer 2022.

RECREATION HUB Looking West



Mayer/Reed

Riverwalk Phase II Rendering – See plans on the City's RFP page.

Water Access. St. Helens is a popular destination for boaters visiting from across the region. These visitors will support the future mixed-use development on the Riverfront property and the existing downtown restaurants, retail, and other services. The Riverwalk Project will provide waterfront access to the development.

Columbia View Park & Tourism. The site is just south of Columbia View Park, which is the location of many popular annual events, including 13 Nights on the River summer concert series, the Spirit of Halloweentown, the 4th of July fireworks, and the Christmas ships. Columbia View Park is slated for significant improvements with a new amphitheater stage and Phase I of the Riverwalk project, which includes a cantilevered overlook planned for construction bidding Summer 2022.

COLUMBIA VIEW PARK Looking North



Riverwalk Phase I Rendering – See plans on the City's RFP page.

Street Extensions & Utilities Design. The Streets Extensions and Utilities Design is currently at a 90 percent design. Public water, sewer, and storm infrastructure will be extended along a new S. 1st Street extension through the site. The Strand Street will also be extended partially down the site, forming a new development block adjacent to the existing downtown. A new bluff trail will be constructed along the west side of the S. 1st Street extension, connecting to the Riverwalk Project and Nob Hill Nature Park at the south end of the site. The utility extensions and partial street improvements is planned for construction bidding Summer 2022. The 90

percent plans have been uploaded on the City's RFP page. A map of which improvements will be bid in Summer 2022 is included as a link on the City's RFP page.



Riverwalk Phase Site Plan (South) – See plans on the City's RFP page.

Opportunity Zone. The site is within a federal designated Opportunity zone. See https://www.oregon.gov/biz/programs/Opportunity_Zones/Pages/default.aspx for details on the tax advantages.

Development Context

Between 2020 and 2040, the city's population will increase by nearly 4,000 new residents (an average annual growth rate of 1.2%)¹. This growth rate is higher than the state's expected annual growth rate of about 1% over the same period. St. Helens is growing quickly, and the industrial, commercial, and residential development support this new growth.

Industrial Development

The City and partnering Columbia Economic Team receive regular inquiries from potential investors seeking relocation outside of Portland for commercial and industrial space needs. St. Helens and nearby Scappoose are expecting substantial industrial development that will bring new jobs and residents to the area.

¹ PSU Population Estimates

The Oregon Manufacturing Innovation Center (OMIC) in Scappoose will offer high tech training and create new jobs. Modeled on an industrial redevelopment project in Sheffield, England, area leaders are spearheading a public-private collaborative research and development outpost for Boeing, Oregon State University, Portland State University, and Oregon Tech. The project will also feature workforce training facilities in OMIC's Training Center, operated by Portland Community College, with the goal of placing graduates into high-wage, high-demand jobs. In addition, Cascade Tissue, Inc. announced a new 600,000 square foot plant in Scappoose that will employ 80 workers. The site will use material from the existing tissue plant in St. Helens.

In 2020, the City completed a parcelization and infrastructure funding plan for a City-owned 204-acre Industrial Business Park. This is the largest remaining parcel of industrial employment lands within St. Helens city limits. Cascade Tissue operates two paper machines employing 100 people on about 30 acres of the property. The City has initiated the design of the public infrastructure which will support industrial redevelopment of the site. The Port of Columbia County is assisting the City in marketing this industrial property to new users.

Commercial & Institutional Development

On US 30, a new Legacy Health Clinic recently opened its doors in 2020, and a new Grocery Outlet recently received occupancy in 2021. There is also a new commercial subdivision which is in the process of full build out with a drive-through and other commercial uses.

The St. Helens Middle School completed a full rebuild in 2020, and the St. Helens High School is in the process of major re-model, which is being funded with a \$55 million bond. It is expected to be completed in the next four years. The City is also working on design and construction of a new Public Safety Facility to replace the existing St. Helens Police Station.



St. Helens High School Renovations Rendering (2021)

Residential Development

Residential rents grew by nearly 21% between 2016 and 2020 for 2-bedroom apartments. Rents are generally tracking with the Portland market but at a lower value with the average 2-bedroom

rent around \$1,100 for St. Helens and \$1,400 for the Portland MSA². Vacancy rates have also remained lower in St. Helens (4.9%) compared to Portland MSA (6.4%).



St. Helens Place Apartments (2020)

The St. Helens Place Apartments, a large development completed in 2020, added 204 luxury rental units to the market. The building is fully leased and asking rents for each dwelling are considerably higher than is usual for St. Helens. Two-bedroom units are listed between \$1,400-\$1,525 which is \$300-\$400 above average for the area. While the property is offering rent concessions (2 weeks free), this is lower than many projects in Portland, indicating a growing interest in St. Helens and a willingness to pay prices akin to those found in Portland.

Riverfront District

Downtown St. Helens has recently seen several adaptive reuse redevelopment projects, indicating growing interest and investment in the area. The Historic Columbia Theater was fully renovated in 2012, and the Muckle Building was converted into a mixed-use apartment building with a rooftop restaurant and bar in 2016, achieving some of the highest rents in the City.

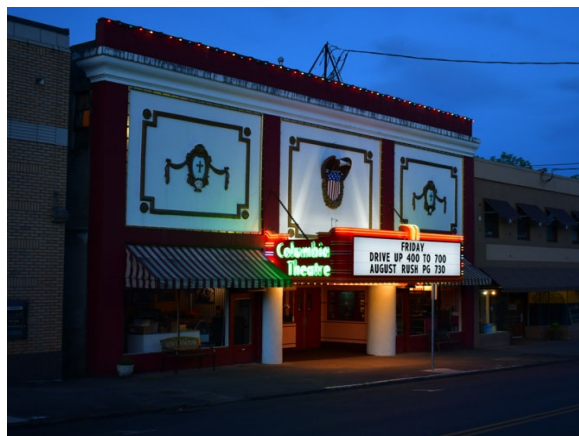
The area hosts a series of popular events throughout the year, including the annual Spirit of Halloweentown festival that commemorates the 1998 Disney movie filmed in the community. The month-long event attracts thousands of Halloween enthusiasts traveling from around the globe to visit the nostalgic film site. Hotels are booked through September and October because many of these visitors come from out of state for the multi-day events.

With new attractions like the Riverwalk and the City's continued emphasis on tourism, there is high demand for a new hotel in the area. A hotel market analysis would help the City to understand factors that could influence demand on the property and what type of hotel could be most viable in the area.

² Costar



Annual Halloweentown Celebration on the plaza (2014)



Historic Columbia Theater, renovated in 2012



The Muckle Building was converted into a mixed-use apartment building with a rooftop bar in 2016.



Sand Island Marine Park features campsites and picnic area as a destination for small watercraft.

Development Considerations

Zoning and Permitted Uses

In 2017, the City changed the zoning and comprehensive plan designations to the **Riverfront District (Mill Sub-District)**. This reflects the long-term expectations for the property's redevelopment as a mixed-use waterfront district. The new zoning allows a flexible mix of uses including a variety of residential, civic, and commercial uses. Limited industrial use is possible as well (e.g., boat building). The ratio of residential to non-residential is not defined in the zoning, allowing for greater market flexibility. The prescriptive height limit is 55 feet, though alternative building heights may be considered through approved variance or Development and Disposition Agreement (DDA). There is a link to the zoning on the last page of this RFQ. Architectural standards that currently apply to the Riverfront District (Plaza Sub-District) will apply to the Mill Sub-District. These are included as a link on the last page of this RFQ.

Infrastructure Needs

The City will extend the public water mainline, public stormwater systems, and public sanitary sewer onto the site. These plans, currently at 90 percent design, are included as links on the City's RFP page: <https://www.sthelensoregon.gov/rfps>

There are existing stormwater outfalls to Columbia River, and the City will be constructing public stormwater retention areas as part of the utility extension project. There may be opportunities for partnership with the City for private stormwater management on the site. Further exploration and consultation with DEQ will be needed to determine if existing outfalls or if the newly constructed public storm system will have capacity available to support new development.

Partial construction of S. 1st Street and Strand Street improvements will be completed by the City. Complete construction will occur at the time of development to allow flexibility for access locations, frontage improvements, and private lateral connection locations. A diagram which indicates which roadway improvements are included in the City's construction bid is uploaded to the City's RFP page. The City's low-interest loan through the state of Oregon and the City's Urban Renewal Agency will provide funding and construction for the public utility needs on the site. The City anticipates going to bid for utility extensions and partial roadway improvements Summer 2022.

Brownfield Considerations

The City has taken significant steps to understand and document what contamination exists on the site. A plan to limit the impacts of any environmental issues on the site is in place. To mitigate risks associated with the residual contamination, the City entered a Prospective Purchaser Agreement (PPA) with the State of Oregon Department of Environmental Quality.

A Contaminated Media Management Plan (CMMP) was developed to be a practical "owner's manual" for the City and subsequent developers, and to minimize the burdens associated with the residual contamination on the property during redevelopment.

Partnership Details

Through this Request for Qualifications, the City is looking for a partner or partners to enter into a master plan process and exclusive negotiating agreement (ENA) that will define the first phase of development. The timeline and deliverables of that ENA will be negotiated upon award of this RFQ.

Upon completion of the deliverables listed in the ENA, the City may enter into a Development and Disposition Agreement (DDA) to implement the first phase of investment as determined in the ENA. Alternatively, the City may consider other mechanisms to advance the site's development.

As part of a DDA and master plan, the City will negotiate the funding of individual components of the site plan with its development partner and outline how the development will meet the public development objectives outlined through the 2016 Waterfront Framework Plan process, shown in **Exhibit 1**.

Exhibit 1. Public Development Objectives

Core Value*	City “Must-Haves”	City “Preferences”
Public Access	<ul style="list-style-type: none"> • Compatibility with the Riverwalk Project design which includes an average width of 50’ of public access along the river • Compatibility with mid-block pedestrian crossings outlined in the street extension design 	<ul style="list-style-type: none"> • Incorporating recreational uses compatible with the Riverwalk Project (i.e., kayak/canoe/bicycle rentals) • Active first floor spaces in strategic locations (i.e., outdoor dining, retail) to activate the Riverwalk Project
Natural and Cultural Heritage	<ul style="list-style-type: none"> • Compatibility with the Riverwalk Project design which includes areas for habitat restoration along the river • Development supports City’s tourism programming 	<ul style="list-style-type: none"> • Limited impact of viewsheds • Innovative stormwater facility design • Incorporating interpretive plan into development and programming
Sustainable Economic Development	<ul style="list-style-type: none"> • Redevelopment supports existing downtown businesses • Compatibility with the street and utility extension design • Compatibility with the architecture and urban form of the historic downtown • Boutique hotel/restaurant • Mix of residential and commercial uses 	<ul style="list-style-type: none"> • Ability to perform as a master developer for the entire site • Employment uses that are compatible with residential

* From the St. Helens Waterfront Framework Plan (2016)

Submission and Evaluation Process

Content of the submission should be organized as shown in **Exhibit 2**.

Exhibit 2. Submittal Requirements and Selection Criteria

Cover letter	Define lead entity and team members. Highlight key components of the team's vision for the site. Identify and describe the developer, including developer's name, corporation or business name, address, telephone number, e-mail address, and the name of the primary project contact.
Preliminary vision for site	Any combination of renderings, images, building massings, site plans, and/or narrative responses can be used to answer the following: <ul style="list-style-type: none"> • What is your vision for the site? • Describe your process and approach to developing the site. • How is the development a good fit for St. Helens? • What do you see as key development challenges? • What is your approach to public involvement? • What are preliminary ideas for funding and finance? • What is your proposed timeline for development?
Experience with public-private partnerships	Describe your team's experience with the successful implementation of projects that involve public-private partnerships, with special attention to the following elements of the process: <ul style="list-style-type: none"> • Public and adjacent property owner/stakeholder engagement. • Refining a development in collaboration with a public entity. • Experience with Oregon Bureau of Labor & Industries (BOLI) determinations and willingness to tackle complex financial challenges with creative solutions. • Development of a similar scale and complexity. • Public benefit received from previous development projects.
Development team experience	Provide evidence of the team's qualifications to implement the proposed development. Provide an organizational chart for your team that identifies: <ul style="list-style-type: none"> • The individual who would be authorized to negotiate on behalf of the team • The individual who would be responsible for coordinating all team activities during due diligence, including site planning activities
References	Contact information for a minimum of three references, preferably from public sector development partners who worked on public-private partnership projects.
Supporting materials	Appendices can include supporting material to supplement responses to the questions above. There are no requirements for contents of appendices and the contents are not scored separately. If included in the appendices, these materials will enhance your team's score on the relevant sections: <ul style="list-style-type: none"> • Resumes for key personnel • Non-binding letters of support from financial partners • Example financials from a completed project • Images of similar completed projects and testimonials from partners or stakeholders

Written responses should be succinct. There is no formal page limit, but the City suggests that responses not exceed 20 pages, excluding appendices. Resumes and other marketing materials may be included in an appendix.

RFQ responses will be scored by evaluating the following criteria:

1. A creative and compelling vision for the site that accomplishes public development objectives and aligns with the City's core values and plans.
2. An accurate appraisal of feasibility and response to market conditions.
3. Demonstrated experience and success in previous public-private partnerships.
4. Commitment to flexibility and creative problem solving.
5. Quality representative projects (development process, public benefit received, similar scale/contexts)
6. Qualifications of project team and key project managers.
7. Demonstrated experience engaging with public stakeholders.

Proposal Instructions

Interested developers must submit 5 hardcopies of the response to the RFQ and an electronic version on a USB flash drive. The City will become owner of all submitted materials and will not pay any costs related to any responses to the RFQ.

Evaluation Schedule, Process, and Award

February 18: Request for Qualifications released.

February 18 - March 18: Guided walking tours of the property, as requested.

March 18: Deadline for City to issue addenda, if needed.

March 25: Responses due at 3 p.m. PST by mail or hand delivery.

March 25 – April 8: Review of submittals.

April 20: Interviews. Selected developers will be invited to give a presentation on development vision to City Council during a public meeting. This may be in person or on a digital platform.

May 4: Selection announced.

General Provisions and Conditions

The City reserves the right to:

- Modify the timeline and to issue addenda to this document.
- Reject any and all responses.
- Negotiate with more than one redevelopment partner.
- Waive minor irregularities in a response.
- Cancel, revise, or extend this solicitation.

- Request additional information on any response beyond that required by this RFQ.
- Modify the selection process set forth in this RFQ upon written notification to all respondents who have not been rejected at the time of modification.
- Make the final decision on whether to move forward with a development team or not.

Contact information

Interested parties are welcome to contact the City for a tour or to answer specific questions prior to the deadline for submittal.

John Walsh, City Administrator
City of St. Helens
503-366-8211
jwalsh@sthelensoregon.gov

Jennifer Dimsho, Community Development Project Manager
City of St. Helens
503-366-8207
jdimsho@sthelensoregon.gov

Attachment Links

The following resources are available on the City of St. Helens website for this <https://www.sthelensoregon.gov/rfps>.

- 2021 Survey (OTAK, Inc.)
- Streets & Utilities Design (90 percent) (OTAK, Inc.)
- 2022 Streets & Utilities Construction Bid Package Diagram (OTAK, Inc.)
- Riverwalk Project Design (30 percent) (Mayer/Reed, Inc.)

The **Riverfront District Architectural Guidelines** (2012) which apply to the development of the site are uploaded here:

<https://www.sthelensoregon.gov/planning/page/riverfront-district-architectural-design-guidelines>

The **Riverfront District – Mill-subdistrict zoning** can be found in the St. Helens Municipal Code Title 17:

<https://www.codepublishing.com/OR/StHelens/#!/StHelens17/StHelens1732.html#17.32.173>

The **St. Helens Waterfront Framework Plan** (2016) is uploaded here:

https://www.sthelensoregon.gov/sites/default/files/fileattachments/planning/page/306/waterfront_framework_plan_adopied_with_appendicies.pdf