



COUNCIL WORK SESSION

Wednesday, February 01, 2023 at 3:00 PM

COUNCIL MEMBERS:

Mayor Rick Scholl
Council President Jessica Chilton
Councilor Patrick Birkle
Councilor Mark Gundersen
Councilor Brandon Sundeen

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

3:00PM - CALL WORK SESSION TO ORDER - *Please note special start time*

VISITOR COMMENTS - *Limited to three (3) minutes per speaker*

DISCUSSION TOPICS - *The Council will take a break around 4:00PM*

- [1.](#) 3:10PM - Annual Report from City Forester - *Brent Keller of Mason, Bruce & Girard*
- [2.](#) 3:30PM - Semi-Annual Library Department Report - *Suzanne Bishop, Library Director*
- [3.](#) 3:50PM - Semi-Annual Municipal Court Report - *Judge Lindgren, City Administrator John Walsh*
- [4.](#) 4:10PM - Update on Public Safety Facility Project
- [5.](#) 4:30PM - Report from City Administrator 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 1, **3:00PM**, Council Work Session, Council Chambers/Zoom ****SPECIAL TIME****
- February 1, 7:00PM, Council Regular Session, Council Chambers/Zoom
- February 13, 4:00PM, Parks and Recreation Commission, Council Chambers/Zoom
- February 13, 7:15PM, Library Board, Zoom

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

- None scheduled at this time

VIRTUAL MEETING DETAILS

Join: <https://us02web.zoom.us/j/84857982200?pwd=bFFaZEx0QlJmNXBGK2xuSDZDM2dqZz09>

Meeting ID: 848 5798 2200

Passcode: 641931

Dial: 669-900-9128

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-397-6272.

Be a part of the vision and get involved...volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.

City of St Helens

Milton Creek Watershed

Annual Forest Management Review

February 1, 2023

2022 REVIEW & 2023 ACTIVITIES

2022 Review

➤ ‘Salmon’ Timber Sale

- 69-acres – Harvest is complete (See Map on Page-6)
- 2.5 million board feet
- \$1,493,762 income
- \$664.57 per thousand-board-feet Douglas-fir bid price

2023 Activities

➤ Reforestation

- ‘Smith’ Harvest Unit (See Map on Page-6)
 - 80-acres
 - 36,000 seedlings

➤ Potential Timber Sale

- 79-acres (See Map on Page-6)
- 1.9 million board feet
- \$950,000 of income

➤ Slashing

- 45-acres (See Map on Page-5)
 - Age 10-years
 - Hand cutting brush and hardwoods to prevent encroachment on seedlings

➤ Culvert Replacement

- Large Fish Pipe (See Map on Page-5)

➤ Development of Management Plan

- Document management history
- Outline current management policies and guidelines
- Outline management goals and objectives

City of St Helens Milton Creek Watershed Annual Forest Management Review February 1, 2023

TIMBER MARKET ANALYSIS

Current Sawlog Market

Current Prices

In February 2023, *small Douglas-fir saw log* (5 to 15-inch diameter) delivered prices in the local area range from **\$650-\$800** per MBF. This price range is lower than this time last year.

Current Trend

After a decline toward the end of 2022, the log market appears poised to pick up headed into spring as interest rates have recently dropped and the housing market looks to improve for 2023. Mills interested in St Helens timber mostly produce dimension lumber (2x4, 2x6, etc) that is widely used in the construction industry and driven by the housing market. Currently lumber suppliers are not sitting on large inventories so the limited supply of logs should remain in high demand and result in competitive prices.

It is important to understand log supply challenges in the Pacific Northwest when looking at future log markets. As a net importer of lumber, the United States is not getting the supply from Canada it has historically, so there is more pressure on domestic producers to fill this gap. Billions of board feet of timber were lost in the Labor Day fires of 2020 and most of the salvageable logs have been processed. And more harvest regulations are now being imposed on Oregon forests, further reducing the amount of timberland available for harvest. All that being said, with a limited amount of logs available, prices should remain solid even in a lumber economy that features basic demands.

The current inventory of City of St Helens timber features mostly small Douglas-fir saw logs. In the current market, Douglas-fir stumpage prices for City of St Helens timber would range from **\$500-\$600** per MBF.

City of St Helens Milton Creek Watershed Annual Forest Management Review February 1, 2023

MANAGEMENT PLANNING

Recent Harvest History

Last Five Years 2018-2022

After a four year break following the harvest of the most of the remaining merchantable timber in 2014; from 2018-2022 we harvested 279-acres from four timber sales – an average of 56-acres per year. This is slightly over our sustainable goal of 50-acres per year (based on a 45-year rotation in which 1/45th of the available forestland is harvested annually), but the harvest level is a rolling average over time, and considerable added value has been captured during this time by harvesting at historic peaks in the log market.

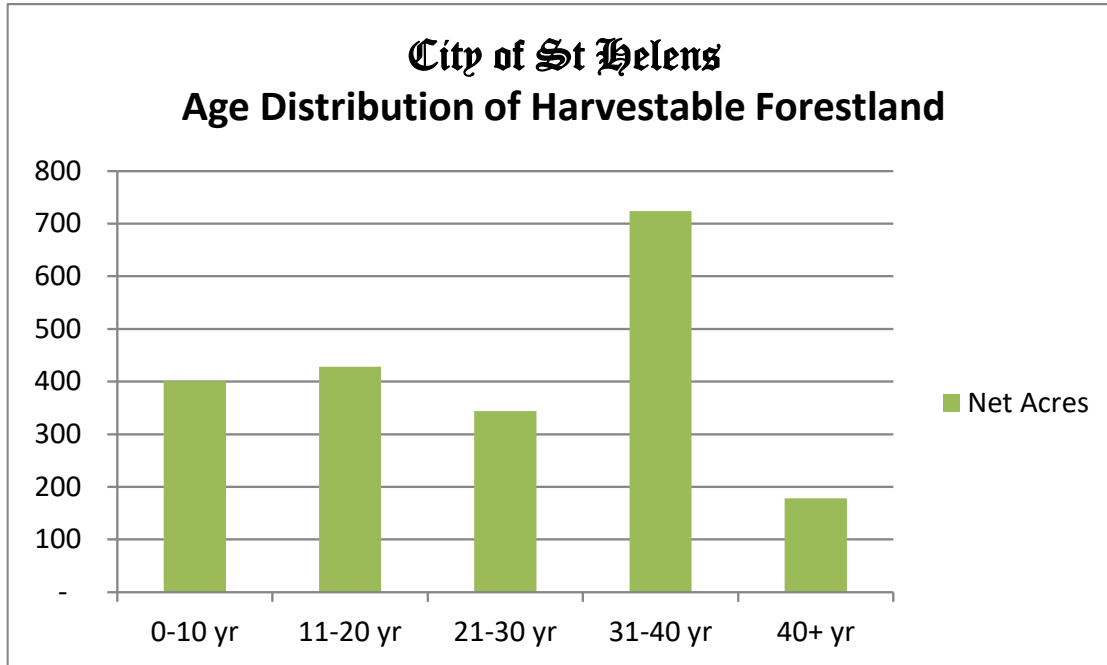
Future Outlook

City of St Helens Forest Composition

The Milton Creek Watershed contains 2,075-acres of Commercial Forestland. The oldest available stand of timber is now around 45-years of age. There are roughly 200-acres of timber age 40 or greater. Within 5 to 10 years, over 700-acres will move into the 40+ year category. During that time, the City will continue to have the option of a sustainable annual or at least semi-annual harvest program.

City of St Helens Milton Creek Watershed Annual Forest Management Review February 1, 2023

Age Distribution of City of St Helens Forestland That is Available for Harvest

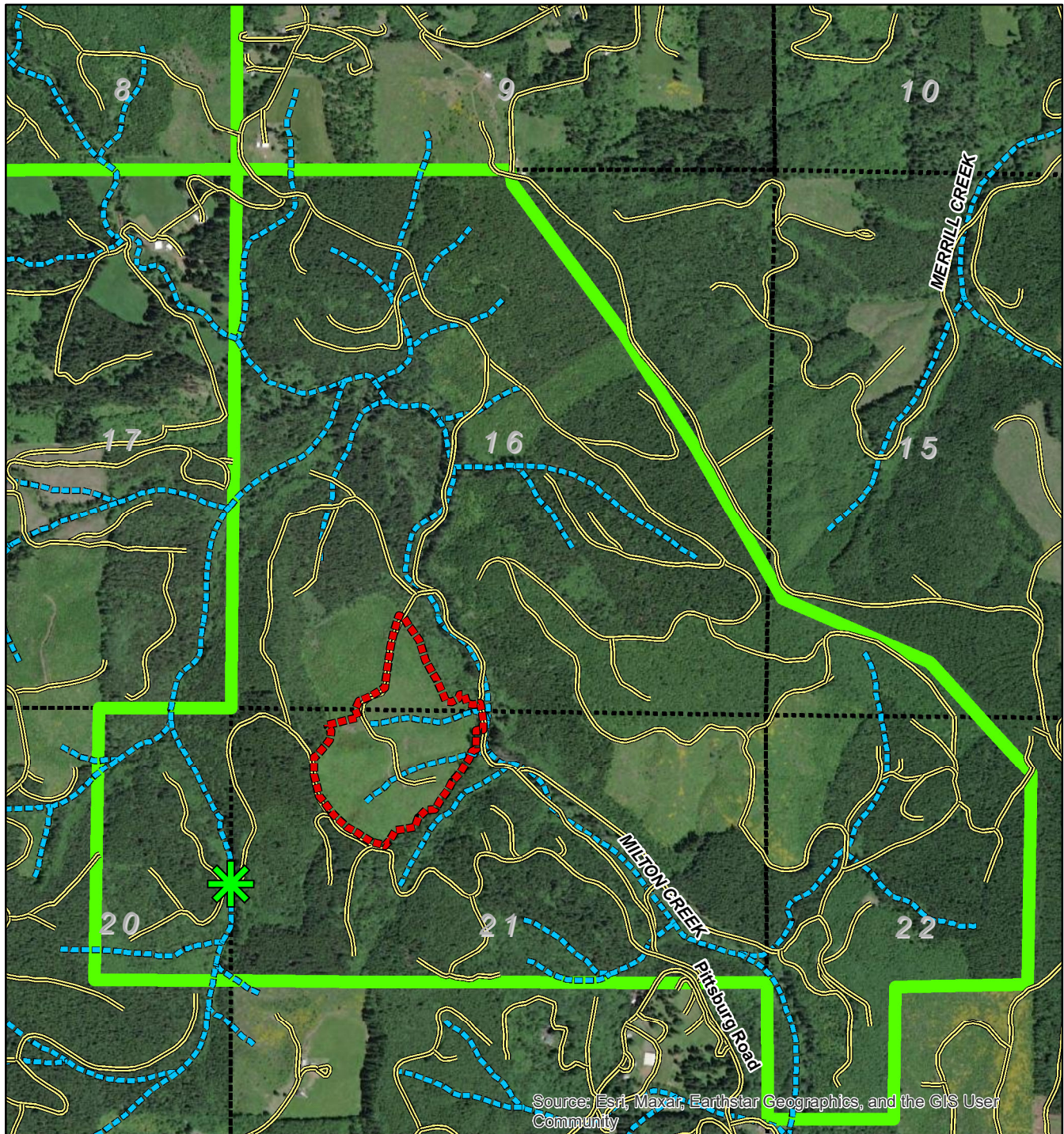


Current Harvesting Options







The City currently has 79-acres of readily available merchantable timber. (See Map on Page-6) The current log market is 10-15% above the five-year average. I recommend selling a sale in the next few months to take advantage of this strong market.

City of St Helens 2023 Projects Overview

Item #1.



Township 5 North - Range 2 West

-  2023 Slashing Unit (45-acres)
-  2023 Pipe Project
-  St Helens Ownership
-  Sections
-  Roads
-  Streams



1 inch = 1,500 feet



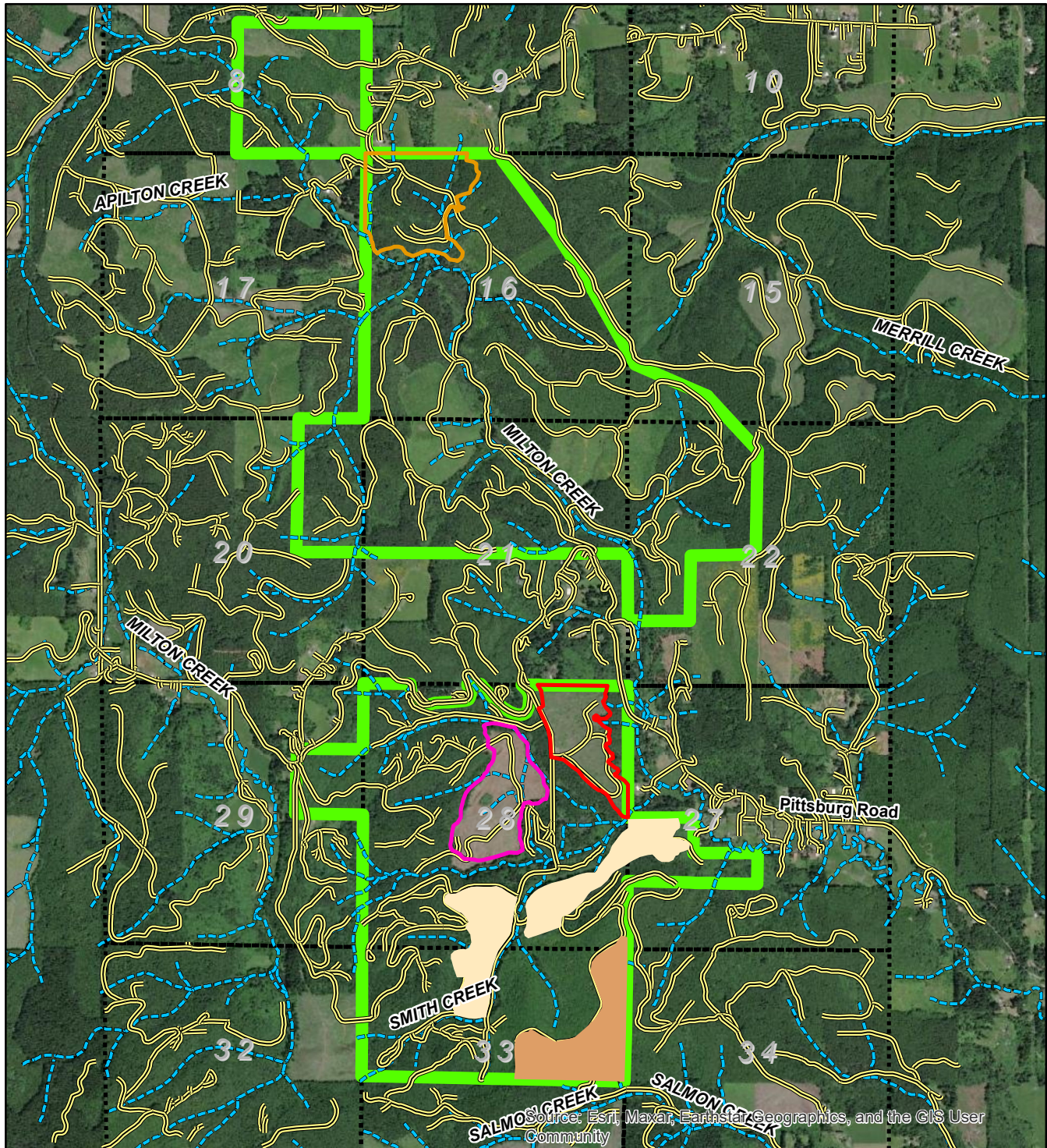
This product is for informational purposes only and may not be suitable for legal, engineering, or surveying purposes. Information is provided with the understanding that conclusions drawn are the responsibility of the user.

Projection: NAD83, State Plane Oregon North

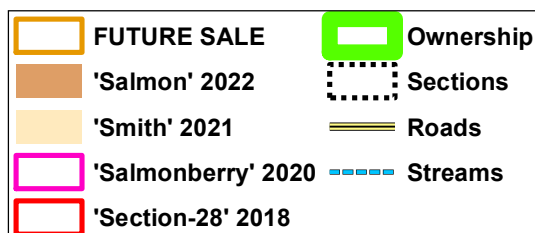
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City of St Helens Timber Sale History

Item #1.



Township 5 North - Range 2 West



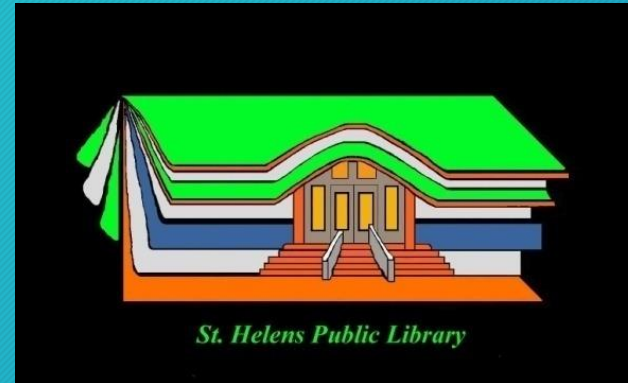
1 inch = 3,000 feet



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Projection: NAD83, State Plane Oregon

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St. Helens Public Library

Semiannual Report
to the City Council
February 1, 2023

*[My six-year-old child]
designed a robot then held
onto it for a week, which he
never does. Then he came in,
learned how to make a 3D
model of it, and made it!*
- Proud mom

*Your reference librarian Brenda
has regularly been a standout
in our area for finding
information . . . She has a real
talent for tenacious and
imaginative pursuit of
sometimes obscure
information.*

Strategic Plan & Our Vision

The St. Helens Public Library is dedicated to providing optimal access to the best vocational, educational and recreational information to the people of the Greater St. Helens area in order to promote and encourage lifelong learning, self-development and life enhancement.

Our Goals

Lifelong Learning

Library as Community/Cultural Center

Access to Library Services

Communication

2022 - 2024 City Workplan

- ✓ Elimination of overdue fines

- Courier service between Columbia County libraries

- Sustainable operation of Makerspace staff and operations

- Expand hybrid programs

- ✓ Increase digital library resources

- Explore rebranding of the library

The Makerspace



Allen and [the] Makerspace are awesome. I just had an hour appointment that was super informative. Thanks for a super technical public library. Great staff!

- Library patron

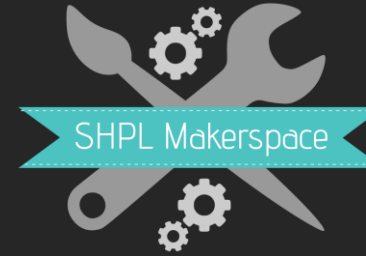
Engagement in the Makerspace



2022 By the Numbers

Number of classes	46
Class attendance	254
Open hours attendance	273
One-on-one appointments	225

Classes in the Makerspace



Circuit boards and LED lights

Pumpkin carving

Laser-cut crane

Custom leather wallet

3D a decorative bowl



Business Partnerships with the Makerspace

Chamber of Commerce
Presentation

Potential business partnerships

GRO Oregon
OMIC and PCC-OMIC



Youth Services

Return to programs for youngsters

Regular storytimes Tuesday - Thursday

Upcoming - programs for ages 6 to 18



Library Visits

Fiscal Year	F/Y 17/18	F/Y 18/19	F/Y 19/20	F/Y 20/21	F/Y 21/22	07/22- 12/22
Open hours	2,352	2,352	1,696	247	2,348	1,168
Population	13,240	13,240	13,410	13,915	14,560	14,371
Staff	6	6	6	5.5	6	7
Visits	54,249	67,477	42,982	9,077	25,500	13,527
Open hours per capita	0.178	0.178	0.126	0.018	0.161	0.081
Visits per capita	4.097	5.096	3.205	0.652	1.751	0.941
Visits per open hour	23.065	28.689	25.343	36.749	10.860	11.581
Staff per 1,000 residents	0.462	0.462	0.462	0.423	0.429	0.500

Library Board

Welcome Ellen Jacobson
(one vacant slot)

We thank Dan Davis
for his 4 years of
service

Friends of the Library

Monthly book sales yield \$200+
Non-profit affiliated organization
Supports library programs
Seeking new members
Three Little Libraries
Newest at the Food Bank



Summer Library Challenge

Programs curtailed - Youth Librarian position vacant

168,938 minutes read and logged

Registrations

- | | |
|--------------|-----|
| • Birth - 12 | 119 |
| • 13 - 18 | 19 |
| • Adults | 38 |



Volunteers

15 active volunteers

Logged 354 hours since July 1, 2022

Shelving, book repair, preparing items for use, and more



Community Engagement

Collaborations

- Arts Guild
- Recreation department
- Columbia County Museum Association

Columbia County Health Department

St. Helens Writers Guild



The Collections

More than 40,000 items

- Adult
- Youth
- Young Adult
- DVDs, audiobooks, newspapers, magazines
- Library of Things
- Historical collections



Item #2.



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Serving Our Patrons

Finding items

In-depth research

Homework

Employment and business

Local history

Active learning



Repair Fair

November 5, 2022

Volunteers

Jewelry repair, knife
sharpening, sewing
machine repair,
mending

Annual event



Key Priorities

Permanent funding for Makerspace tech position

Complete Five-Year Strategic Plan

2023 Genealogy Conference

Expanding programs for youth

Programs for adults (hybrid and in person)

Library Success

Library staff

Library Board

Friends of the Library

Volunteers



Thank you!

We are grateful for the support of our Mayor, City Council and city staff.





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www.sthelensoregon.gov

January 25, 2023

ST. HELENS MUNICIPAL COURT REPORT

1. KATE BROWN REMISSION ORDER

Former Governor Kate Brown issued a Remission Order in December 2022 just before she left office ordering circuit courts, justice courts and municipal courts to forgive all outstanding fines listed in a spreadsheet attached to the order; and she ordered DMV to lift any license suspension associated with each case. In Brown's press release, she stated that none of the offenses involved a risk of public safety. Many of the cases listed on the spreadsheet did, however, involve cases involving public safety. Brown also stated that the list did not include any felony or misdemeanor cases.

Ms. Payne and Ms. Messenger created the attached spreadsheet that outlines all of the cases for the St. Helens Municipal Court that were affected by Brown's order. It is my belief that speeding violations, cell phone violations, careless driving, etc. do actually involve issues of public safety. Unfortunately, under close examination of the Remission Order, the language of the Order fails to follow her press release and includes these cases. In my other courts, it also included misdemeanor cases. If the City were to have collected all the fines listed in the order, the revenue to St. Helens would have been approximately \$49,000. Having that said, it is unlikely that the full amount would have ever been collected. The municipal courts reached out to the League of Oregon Cities for assistance in determining whether a city could challenge Brown's order and were informed that Brown did have authority for the Remission Order. The League of Oregon Cities' advice was to follow it. The court clerks currently are in the process of lifting all the suspensions with DMV.

It has always been my goal to get as many people licensed to drive as I can. When people inquire, I spend time helping defendants determine what courts have holds on their licenses, provide instructions on how to contact the other courts, and also offer fine reduction programs to allow people to pay off their debt to the St. Helens Municipal Court. I will continue to do so for those individuals not listed on the Brown's Remission Order.

2. ORDER DESIGNATING COURT ADSS

Oregon DUII law requires courts that handle DUII cases to designate an agency, certified by Oregon Health Authority (OHA), to evaluate defendants for substance abuse disorders and then refer the defendants to a DUII Services Provider for DUII treatment.

St. Helens Municipal Court has used Deborah Ruiz of Columbia County ADES (ADES) for many years and has a great working relationship with Ruiz.

Ruiz often refers individuals that are on probation for a DUII offense and on supervision for a DUII Diversion to CCMH, a certified DUII Services Provider, for treatment. CCMH is one of the only providers in Columbia County that takes the Oregon Health Plan. It came to my attention recently that CCMH is not providing the necessary information to Ruiz that she needs in order to monitor the cases for the court. Ms. Ruiz, Mr. Erskine, and I met with the CCMH supervisors last month to discuss the issues. It is my understanding that CCMH's position is Marisha Elkins, the OHA DUII Liaison, is directing DUII Services Providers not to provide the pertinent information because she believes it violates 49 CFR Part 2. Many complaints have been filed against Ms. Elkins with OHA and the Department of Justice, including complaints from Circuit Court judges in Washington and Clackamas Counties.

The attached order, Order 2023-01, expands the prior St. Helens Municipal Court Order designating Deborah Ruiz of ADES as the ADSS for the St. Helens Municipal Court. My intention in spelling out the roles and expectations is to prevent Ms. Elkins from interfering with the court and Ms. Ruiz's statutorily created duties to monitor DUII cases. Additionally, I am continuing to meet with CCMH supervisors to address the concerns and, hopefully, continue to refer defendants to the agency for treatment. I do want to note, however, that this is a significant issue since CCMH is the only agency currently taking OHP. If CCMH refuses to provide the necessary information to Ruiz or Elkins the court will have two options: 1) cease referring defendants to CCMH or 2) require defendants that choose to go to CCMH to report in person to the court monthly with their treatment progress.

3. ORDERS RE: VIOLATIONS BUREAU

I also updated the Violations Bureau Order (Order 2023-02). The Violations Bureau Order now clearly outlines the Fix-It Ticket Program and gives authority to the clerks to take care of certain lower level traffic matters at the window. Order No. 2023-03 outlines the Traffic Diversion Program. Order 2023-04 creates a new Juvenile Traffic Diversion Program. The difference between the two is that the juveniles will not have to pay a court fee and the juvenile will be required to return to court with an essay describing what he/she learned in the class in order to successfully complete the program.

4. ORDER RE: PRETRIAL RELEASE

The final order I created this year is Order 2023-05. This Order controls pretrial release decisions for defendants who are arrested on charges that will be prosecuted in St. Helens Municipal Court. The Order is modeled after the Columbia County Circuit Court Order regarding pretrial release decisions.

Viol Date	Docket #	Citation #	Viol	Name	Offense	Conviction date	Appeared or Guilty by Default?	Original fine amt	Add'l communications by court	FTC or FTA?	Date DL susp	Status	Status Date/Time	Last Payment Date	Balance
07/09/2018	18-TR-010364	10364	1	Accardo	Driving While Suspended - Violation	8/6/2018	GDF	\$1,000.00	8/6/18 - default ltr sent	FTA	10/19/2018	COLLECTIONS	11/19/2020		\$1,320.00
12/11/2018	18-TR-010039	10039	1	Andersen	Driving While Suspended - Violation	1/7/2019	GDF	\$1,000.00	1/7/19 - default ltr sent	FTA	2/11/2019	COLLECTIONS	11/19/2020		\$1,320.00
03/18/2017	17-TR-008684	8684	1	Anderson	Driving While Suspended - Violation	4/17/2017	GDF	\$2,000.00	4/17/17 - default ltr sent; 12/27/18 - pmt reminder ltr sent	FTA	5/22/2017	COLLECTIONS	01/11/2019		\$2,518.75
03/18/2017	17-TR-008684	8684	2	Anderson	Driving Uninsured	4/17/2017	GDF	\$1,000.00	4/17/17 - default ltr sent; 12/27/18 - pmt reminder ltr sent	FTA	5/22/2017	COLLECTIONS	01/11/2019		\$1,268.75
04/27/2014	14-TR-006555	6555	2	Anderson	Unlawful or Unsignaled Turn	7/14/2014	appeared	\$147.00	3/15/15 - pmt reminder ltr sent	FTC	6/4/2015	COLLECTIONS	11/20/2015		\$202.50
04/27/2014	14-TR-006555	6555	1	Anderson	Fail to Notify DMV of Address Change	7/14/2014	appeared	\$172.00	3/15/15 - pmt reminder ltr sent	FTC	6/4/2015	COLLECTIONS	11/20/2015		\$233.75
02/28/2015	15-TR-006244	06244	2	Anderson	Fail to Yield to Emergency Vehicle	3/16/2015	GDF	\$335.00	3/16/15 - default ltr sent	FTA	4/28/2015	COLLECTIONS	11/20/2015		\$437.50
02/28/2015	15-TR-006244	06244	1	Anderson	Driving While Suspended - Violation	3/16/2015	GDF	\$537.00	3/16/15 - default ltr sent	FTA	4/28/2015	COLLECTIONS	11/20/2015		\$721.25
03/10/2014	14-TR-006922	06922	2	Anderson	Driving Uninsured	4/15/2014	GDF	\$296.00	4/15/14 - default ltr sent; 6/13/14 - pmt reminder ltr sent	FTA	9/19/2014	COLLECTIONS	06/04/2015		\$388.75
03/10/2014	14-TR-006922	06922	1	Anderson	Illegal/Alt Display of Plates	4/15/2014	GDF	\$296.00	4/15/14 - default ltr sent; 6/13/14 - pmt reminder ltr sent	FTA	9/19/2014	COLLECTIONS	06/04/2015		\$420.00
06/22/2014	14-TR-006937	06937	1	Anderson	Permit Unlawful Operation of Vehicle	9/22/2014	GDF	\$437.00	9/22/14 - default ltr sent	FTA	11/4/2014	COLLECTIONS	06/04/2015		\$565.00
06/28/2014	14-TR-007225	7225	1	Anderson	Unlawful or Unsignaled Turn	10/21/2014	GDF	\$157.00	10/21/14 - default ltr sent	FTA	11/24/2014	COLLECTIONS	06/04/2015		\$215.00
02/07/2015	15-TR-006182	6182A	1	Anderson	Driving While Suspended - Violation	2/23/2015	appeared	\$557.00		FTC	6/4/2015	COLLECTIONS	11/20/2015		\$715.00
07/19/2015	15-TR-006383	06383	1	Anderson	Permit Unlawful Operation of Vehicle	9/21/2015	appeared	\$316.00		FTC	3/8/2016	COLLECTIONS	03/15/2017		\$410.00
03/07/2015	15-TR-006191	6191	1	Anderson	Driving While Suspended - Violation	6/1/2015	appeared	\$557.00	7/16/15 - pmt reminder ltr sent	FTC	3/8/2016	COLLECTIONS	03/15/2017		\$711.25
03/04/2015	15-TR-006247	6247	1	Anderson	Driving While Suspended - Violation	9/21/2015	appeared	\$491.00		FTC	3/8/2016	COLLECTIONS	03/15/2017		\$628.75
10/05/2014	14-TR-006488	6488	1	Brandon	Driving While Suspended - Violation	10/27/2014	GDF	\$471.00	10/27/14 - default ltr sent	FTA	12/8/2014	COLLECTIONS	11/04/2015		\$607.50
10/05/2014	14-TR-006488	6488	2	Brandon	Driving Uninsured	10/27/2014	GDF	\$296.00	10/27/14 - default ltr sent	FTA	12/8/2014	COLLECTIONS	11/04/2015		\$388.75
11/13/2013	13-TR-002459	02459A	1	Coverdell	Driving While Suspended - Violation	12/2/2013	GDF	\$537.00	12/2/13 - default ltr sent	FTA	1/7/2014	COLLECTIONS	06/12/2017	11/12/2019	\$138.00
02/16/2015	15-TR-006186	06186	1	Coverdell	Driving While Suspended - Violation	3/2/2015	GDF	\$537.00	3/2/15 - default ltr sent	FTA	4/6/2015	COLLECTIONS	06/12/2017	02/17/2021	\$127.64
09/02/2018	18-TR-010153	10153	1	Cox	Fail to Carry Proof of Insurance	10/1/2018	GDF	\$775.00	10/1/18 - default ltr sent	FTA	11/26/2018	COLLECTIONS	11/19/2020		\$993.75
09/02/2018	18-TR-010153	10153	2	Cox	No Operator's License	10/1/2018	GDF	\$775.00	10/1/18 - default ltr sent	FTA	11/26/2018	COLLECTIONS	11/19/2020		\$968.75
09/03/2018	18-TR-010155	10155	2	Cox	No Operator's License	10/1/2018	GDF	\$775.00	10/1/18 - default ltr sent	FTA	11/26/2008	COLLECTIONS	11/19/2020		\$968.75
09/03/2018	18-TR-010155	10155	1	Cox	Operation of Unsafe Vehicle	10/1/2018	GDF	\$775.00	10/1/18 - default ltr sent	FTA	11/26/2018	COLLECTIONS	11/19/2020		\$993.75
03/11/2019	19-TR-011190	11190	1	Currier	Violation of the Basic Rule	4/8/2019	GDF	\$1,000.00	4/8/19 - default ltr sent	FTA	5/6/2019	COLLECTIONS	11/19/2020	06/28/2019	\$1,068.75
04/20/2014	14-TR-006701	06701	2	Dehart	Operation Without Required Lighting	5/5/2014	GDF	\$196.00	5/5/14 - default ltr sent	FTA	6/9/2014	COLLECTIONS	06/13/2017		\$263.75
04/20/2014	14-TR-006701	06701	1	Dehart	Driving While Suspended - Violation	5/5/2014	GDF	\$473.00	5/5/14 - default ltr sent	FTA	6/9/2014	COLLECTIONS	06/13/2017		\$610.00
03/08/2015	15-TR-304416	304416	1	Dehart	Driving While Suspended - Violation	3/30/2015	GDF	\$491.00	3/30/15 - default ltr sent	FTA	5/18/2015	COLLECTIONS	06/13/2017		\$647.50
02/22/2017	17-TR-007496	7496	1	Dehart	Driving While Suspended - Violation	3/27/2017	GDF	\$537.00	3/27/17 - default ltr sent	FTA	4/25/2017	COLLECTIONS	11/19/2020		\$690.00
06/16/2016	16-TR-008255	8255	1	Epps	Fail to Obey a Traffic Control Device	7/18/2016	appeared	\$349.00	12/27/18 - pmt reminder ltr	FTC	2/7/2020	COLLECTIONS	12/22/2020	02/07/2017	\$373.75
04/10/2017	17-TR-008646	8646	2	Harrison	Driving Uninsured	5/16/2017	GDF	\$309.00	5/16/17 - default ltr sent	FTA	6/19/2017	COLLECTIONS	11/19/2020		\$405.00
04/10/2017	17-TR-008646	8646	1	Harrison	Driving While Suspended - Violation	5/16/2017	GDF	\$687.00	5/16/17 - default ltr sent	FTA	6/19/2017	COLLECTIONS	11/19/2020		\$635.00
09/22/2018	18-TR-008197	8197	1	Hinton	Fail to Carry Proof of Insurance	6/10/2019	GDF	\$750.00	6/10/19 - default ltr sent	FTA	7/15/2019	COLLECTIONS	11/19/2020	09/03/2019	\$662.50
09/22/2018	18-TR-008197	8197	2	Hinton	Fail to Carry Registration Card	6/10/2019	GDF	\$200.00	6/10/19 - default ltr sent	FTA	7/15/2019	COLLECTIONS	11/19/2020	09/03/2019	\$187.50
01/18/2020	20TR011398	11398	1	Johanson	Driving While Suspended - Violation	2/11/2020	GDF	\$450.00	2/11/20 - default letter sent	FTA	3/9/2020	COLLECTIONS	12/22/2020		\$1,270.00
11/14/2015	15-TR-007667	7667	2	Johanson	Driving While Suspended - Violation	12/14/2015	GDF	\$486.00	12/14/15 - default ltr sent	FTA	2/16/2016	COLLECTIONS	02/27/2020		\$626.25
11/14/2015	15-TR-007667	7667	1	Johanson	Operation of Unsafe Vehicle	12/14/2015	GDF	\$311.00	12/14/15 - default ltr sent	FTA	2/16/2016	COLLECTIONS	02/27/2020		\$407.50
07/04/2017	17-TR-008589	8589	1	Johanson	Driving While Suspended - Violation	7/31/2017	GDF	\$493.00	7/31/17 - default ltr sent; 12/28/17 - pmt reminder ltr sent	FTA	8/28/2017	COLLECTIONS	02/27/2020		\$641.25
03/27/2016	16-TR-008029	8029	1	Johnson	Violation of Speed Limit	7/5/2016	appeared	\$166.00		FTC	1/14/2018	COLLECTIONS	11/19/2020	01/05/2017	\$76.25
05/12/2016	16-TR-008045	8045	1	Johnson	Violation of Speed Limit	7/5/2016	appeared	\$146.00		FTC	1/14/2018	COLLECTIONS	11/19/2020		\$201.25
09/17/2017	17-TR-008996	8996	1	Johnson	Driving While Suspended - Violation	1/3/2018	GDF	\$532.00	1/3/18 - default ltr sent	FTA	2/22/2018	COLLECTIONS	11/19/2020		\$690.00

04/02/2019	19-TR-011554	11554	1	Larson	Fail to Carry Proof of Insurance	5/3/2019	appeared	\$265.00		FTC	10/2/2019	COLLECTIONS	11/19/2020	06/06/2019	\$231.25
03/22/2019	19-TR-011122	11122	1	Lazier	Improper Display of Validating Stickers	4/15/2019	appeared	\$115.00		FTC	10/2/2019	COLLECTIONS	11/19/2020		\$200.00
11/09/2018	18-TR-008368	8368	1	Lopossa	Driving While Suspended - Violation	12/3/2018	GDF	\$1,000.00	12/3/18 - default ltr sent	FTA	1/7/2019	COLLECTIONS	11/19/2020		\$1,320.00
01/09/2020	20TR018176	18176	1	Martinez-Nieves	Fail to Renew Vehicle Registration	2/4/2020	GDF	\$125.00	2/4/20 - default ltr sent	FTA	3/2/2020	COLLECTIONS	12/22/2020		\$337.50
02/12/2017	17-TR-008398	8398	2	Meece	Failure to Install Ignition Interlock Device	4/25/2017	appeared	\$423.00	12/27/18 - pmt reminder ltr sent	FTC	2/7/2020	COLLECTIONS	12/22/2020	10/03/2017	\$472.50
02/12/2017	17-TR-008398	8398	1	Meece	Driving While Suspended - Violation	4/25/2017	appeared	\$423.00	12/27/18 - pmt reminder ltr sent	FTC	2/7/2020	COLLECTIONS	12/22/2020	05/09/2018	\$292.50
04/22/2017	17-TR-008692	8692	1	Merwin	Driving While Suspended - Violation	5/22/2017	appeared	\$491.00	12/27/18 - pmt reminder ltr sent	FTC	2/7/2020	COLLECTIONS	12/22/2020	07/31/2017	\$576.25
05/18/2017	17-TR-008755	8755	1	Merwin	Driving While Suspended - Violation	6/5/2017	appeared	\$491.00	12/27/18 - pmt reminder ltr sent	FTC	2/7/2020	COLLECTIONS	12/22/2020		\$638.75
03/16/2012	12-TR-004156	4156	1	Niemi	Driving While Suspended - Violation	4/2/2012	appeared	\$491.00		FTC	12/5/2012	COLLECTIONS	04/04/2013		\$628.75
08/20/2012	12-TR-004532	4532	1	Niemi	Driving While Suspended - Violation	9/21/2012	GDF	\$515.00	9/21/12 - default ltr sent	FTC	2/1/2013	COLLECTIONS	08/08/2013		\$690.00
09/22/2013	13-TR-006173	6173	1	Niemi	Driving While Suspended - Violation	10/28/2013	appeared	\$557.00	3/19/14 - pmt reminder ltr sent	FTC	5/16/2016	COLLECTIONS	11/19/2020	07/06/2015	\$615.00
03/10/2016	16-TR-006797	06797	2	Preston	No Operator's License	4/4/2016	GDF	\$296.00	4/4/16 - default ltr sent	FTA	5/3/2016	COLLECTIONS	11/19/2020		\$388.75
03/10/2016	16-TR-006797	06797	1	Preston	Fail to Renew Vehicle Registration	4/4/2016	GDF	\$146.00	4/4/16 - default ltr sent	FTA	5/3/2016	COLLECTIONS	11/19/2020		\$201.25
06/18/2016	16-TR-006600	06600	1	Rackley	Open Container Violation	1/9/2017	GDF	\$490.00	1/9/17 - default ltr sent	FTA	2/14/2017	COLLECTIONS	11/19/2020		\$643.75
07/01/2017	17-TR-008438	8438	3	Rackley	Fail to Carry Registration Card	8/1/2017	GDF	\$157.00	8/1/17 - default ltr sent	FTA	8/28/2017	COLLECTIONS	11/19/2020		\$221.25
07/01/2017	17-TR-008438	8438	1	Rackley	Driving While Suspended - Violation	8/1/2017	GDF	\$537.00	8/1/17 - default ltr sent	FTA	8/28/2017	COLLECTIONS	11/19/2020		\$696.25
07/01/2017	17-TR-008438	8438	2	Rackley	Fail to Carry Proof of Insurance	8/1/2017	GDF	\$322.00	8/1/17 - default ltr sent	FTA	8/28/2017	COLLECTIONS	11/19/2020		\$427.50
10/01/2019	19-TR-011923	11923	1	Ramirez Cortes	Driving While Suspended - Violation	10/31/2019	GDF	\$1,000.00	10/31/19 - default ltr sent	FTA	11/18/2019	COLLECTIONS	11/19/2020		\$1,270.00
09/19/2012	12-TR-004674	4674	1	Shirley	No Operator's License	10/9/2012	GDF	\$322.00	10/9/12 - default ltr sent	FTA	11/30/2012	COLLECTIONS	08/08/2013		\$421.25
12/08/2012	12-TR-004852	4852	1	Shirley	Driving While Suspended - Violation	1/8/2013	GDF	\$515.00	1/8/13 - default ltr sent	FTA	2/12/2013	COLLECTIONS	08/08/2013		\$662.50
12/08/2012	12-TR-004852	4852	2	Shirley	Fail to Carry Proof of Insurance	1/8/2013	GDF	\$322.00	1/8/13 - default ltr sent	FTA	2/12/2013	COLLECTIONS	08/08/2013		\$421.25
02/18/2013	13-TR-005057	5057	1	Shirley	Driving While Suspended - Violation	3/20/2013	GDF	\$537.00	3/20/13 - default ltr sent	FTA	5/7/2013	COLLECTIONS	03/28/2014		\$690.00
08/17/2014	14-TR-006768	6768	1	Smith	Driving While Suspended - Violation	9/18/2014	GDF	\$515.00	9/18/14 - default ltr sent	FTA	10/20/2014	COLLECTIONS	11/19/2020		\$662.50
11/26/2013	13-TR-001462	01462	1	Smith	Driving While Suspended - Violation	12/30/2013	GDF	\$516.00	12/30/13 - default ltr sent	FTA	2/4/2014	COLLECTIONS	03/28/2014		\$663.75
09/02/2018	18-TR-010878	10878	1	Streater	Driving While Suspended - Violation	9/20/2018	GDF	\$1,505.00	9/20/18 - default ltr sent	FTA	10/29/2018	COLLECTIONS	11/19/2020		\$1,270.00
08/02/2018	18-TR-010860	10860	2	Sutherland	Fail to Carry Proof of Insurance	8/27/2018	appeared	\$321.00		FTC	10/13/2019	COLLECTIONS	11/19/2020		\$395.00
08/02/2018	18-TR-010860	10860	1	Sutherland	Driving While Suspended - Violation	8/27/2018	appeared	\$496.00		FTC	10/13/2019	COLLECTIONS	11/19/2020		\$676.25
03/17/2019	19-TR-011120	11120	1	Walters	Driving While Suspended - Violation	4/18/2019	GDF	\$1,000.00	4/18/19 - default ltr sent	FTA	5/13/2019	COLLECTIONS	11/19/2020		\$1,270.00
03/17/2019	19-TR-011120	11120	2	Walters	Fail to Register Vehicle	4/18/2019	GDF	\$250.00	4/18/19 - default ltr sent	FTA	5/13/2019	COLLECTIONS	11/19/2020		\$337.50
08/24/2018	18-TR-010217	10217	1	Walters	Fail to Obey a Traffic Control Device	10/17/2018	GDF	\$500.00	10/17/18 - default ltr sent	FTA	11/6/2018	COLLECTIONS	11/19/2020		\$712.50
03/03/2019	19-TR-011206	11206	1	Walters	Driving While Suspended - Violation	4/1/2019	GDF	\$1,000.00	4/1/19 - default ltr sent	FTA	5/6/2019	COLLECTIONS	11/19/2020		\$1,270.00
06/11/2019	19-TR-011356	11356	1	Walters	Driving While Suspended - Violation	7/1/2019	GDF	\$1,000.00	7/1/19 - default ltr sent	FTA	8/5/2019	COLLECTIONS	11/19/2020		\$1,270.00
10/12/2016	16-TR-008015	8015	1	Warwick	Driving Uninsured	11/7/2016	appeared	\$316.00	12/27/18 - pmt reminder ltr	FTC	2/7/2020	COLLECTIONS	12/22/2020	11/07/2016	\$388.75
07/02/2017	17-TR-009009	9009	2	Warwick	Driving Uninsured	6/12/2017	appeared	\$304.00	12/27/18 - pmt reminder ltr	FTC	2/7/2020	COLLECTIONS	12/22/2020		\$405.00
07/02/2017	17-TR-009009	9009	1	Warwick	Driving While Suspended - Violation	6/12/2017	appeared	\$488.00	12/27/18 - pmt reminder ltr	FTC	2/7/2020	COLLECTIONS	12/22/2020		\$666.25
10/01/2013	13-TR-004748	4748	1	Wichser	Violation of Speed Limit	10/28/2013	GDF	\$180.00	10/29/13 - default ltr sent	FTA	12/2/2013	COLLECTIONS	11/19/2020		\$243.75

TOTAL:	\$48,996.89
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IN THE MUNICIPAL COURT OF THE CITY OF ST. HELENS

COLUMBIA COUNTY, STATE OF OREGON

**In the Matter of Designating
A DUII Evaluation Specialist
For St. Helens Municipal Court**

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ORDER 2023-01

WHEREAS, Oregon law requires a court to order a defendant, upon conviction of the offense of Driving Under the Influence of Intoxicants (DUII), to “[c]omplete a screening interview and a treatment program as provided in ORS 813.021 (Requirements for screening interview and treatment program). . . .” ORS 813.020(1)(b).

WHEREAS, Oregon law requires that a defendant charged with DUII who is eligible for a diversion agreement to plead guilty to the DUII offense, be monitored by an agency designated by the court, and follow through with specific requirements set forth in ORS Chapter 813. Specifically, ORS 813.260 requires that the court having jurisdiction over DUII Diversion cases shall designate an agency “to perform the screening interview and treatment required under driving while under the influence of intoxicants diversion agreements. . . . The designated agencies or organizations must meet minimum standards established pursuant to ORS 430.357 to perform the screening interview and treatment of problem drinking, alcoholism and drug dependency and must be certified by the Director of the Oregon Health Authority. Wherever possible a court shall designate agencies or organizations to perform the screening interview that are separate from those that may be designated to carry out a program of treatment.” ORS 813.260(1).

WHEREAS, Oregon law requires that the court’s designated agency that performs DUII screening interviews also “shall monitor the progress of the person referred to the agency or organization. The agency or organization shall make a report to the referring court stating the person’s successful completion or failure to complete all or any part of the screening interview or of the treatment program to which the person was referred by the agency or organization performing the screening interview. The report shall be in the form determined by agreement between the court and the agency or organization providing the screening interview.” ORS 813.021(1)(4).

WHEREAS, 42 CFR Part 2, Subpart C, § 2.35 states:

(a) A Part 2 program may disclose information about a patient to those individuals within the criminal justice system who have made participation in the Part 2 program a condition of the disposition of any criminal proceedings against the patient or of the patient's parole or other release from custody if:

(1) The disclosure is made only to those individuals within the criminal justice system who have a need for the information in connection with their duty to monitor the patient's progress (*e.g.*, a prosecuting attorney who is withholding charges against the patient, a court granting pretrial or post-trial release, probation or parole officers responsible for supervision of the patient); and

(2) The patient has signed a written consent meeting the requirements of § 2.31 (except paragraph (a)(6) of this section which is inconsistent with the revocation provisions of paragraph (c) of this section) and the requirements of paragraph (b) and (c) of this section.

(b) *Duration of consent.* The written consent must state the period during which it remains in effect. This period must be reasonable, taking into account:

(1) The anticipated length of the treatment;

(2) The type of criminal proceeding involved, the need for the information in connection with the final disposition of that proceeding, and when the final disposition will occur; and

(3) Such other factors as the Part 2 program, the patient, and the individual(s) within the criminal justice system who will receive the disclosure consider pertinent.

(c) *Revocation of consent.* The written consent must state that it is revocable upon the passage of a specified amount of time or the occurrence of a specified, ascertainable event. The time or occurrence upon which consent becomes revocable may be no later than the final disposition of the conditional release or other action in connection with which consent was given.

(d) *Restrictions on re-disclosure and use.* An individual within the criminal justice system who receives patient information under this section may re-disclose and use it only to carry out that individual's official duties with regard to the patient's conditional release or other action in connection with which the consent was given.

WHEREAS, Deborah Ruiz of Alcohol and Drug Evaluation Services of Columbia County (ADES) has met standards set by the Oregon Health Authority (OHA) to perform the diagnostic assessment and treatment of problem drinking, alcoholism and drug dependency and is certified by the Director of the Oregon Health Authority as an Alcohol and Other Drug Screening Specialist (ADSS).

NOW THEREFORE, IT IS HEREBY ORDERED:

1) A designated agency that performs the DUII screening interviews for DUII Diversion cases performs the same functions as a designated agency that completes a screening interview and monitors progress of a defendant convicted of DUII completing a court-mandated treatment program.

2) Deborah Ruiz of ADES is designated as the DUII Evaluation Specialist for the St. Helens Municipal Court to evaluate defendants electing to enter the DUII Diversion program and for defendants ordered to complete a screening interview and treatment program after being convicted of a DUII.

3) Deborah Ruiz of ADES shall be responsible for the referral and monitoring of any treatment deemed necessary per said evaluation for DUII Diversion and DUII probation and shall monitor the progress of the person referred to the ADES for the St. Helens Municipal Court Judge. As part of her statutorily created duties, Deborah Ruiz of ADES shall report to the Court any successful completion or failure to complete all or any part of the treatment program specified by the diagnostic assessment.

4) Deborah Ruiz of ADES is an individual, per 42 CFR Part 2, Subpart C, § 2.35, within the criminal justice system of the St. Helens Municipal Court who has a duty created by state law to monitor defendants' treatment progress in DUII Diversion and while monitoring DUII probationers who are fulfilling alcohol and drug treatment requirements for DUII probation in order to keep the Court apprised of a defendant's progress and successful completion or failure to complete all or any part of the DUII Education or DUII Rehabilitation required by the Oregon DUII law.

5) Deborah Ruiz, as an individual within the criminal justice system, shall refer defendants only to OHA certified DUII Service Providers. Every defendant referred to a DUII Services Provider shall sign a written consent pursuant to 42 CFR Part 2, Subpart C, § 2.35(a)-(c) to allow the DUII Services Provider to disclose information necessary to monitor the defendant's treatment progress to Deborah Ruiz of ADES and the St. Helens Municipal Court.

6) Any DUII Services Provider providing DUII treatment services to defendants being monitored for a DUII Diversion or DUII probation in the St. Helens Municipal Court shall disclose to

Deborah Ruiz of ADES information about the defendant's progress with their DUII treatment pursuant to 42 CFR Part 2, Subpart C, § 2.35.

7) Pursuant to Oregon Administrative Rule 309-019-0195(17)(b)(A)-(D), a DUII Services Provider shall report to Deborah Ruiz of ADES no later than 30 calendar days from the date of the referral; every 30 calendar days while enrolled in DUII treatment; no later than 14 calendar days from the date of discharge; and no later than seven calendar days from the written request of Deborah Ruiz of ADES.

8) The following patient health information is pertinent and is the minimum necessary of the HIPAA Privacy Rules to accomplish the purpose of monitoring progress in DUII Diversion and DUII Probation for the St. Helens Municipal Court:

- a. Assessment results;
- b. Diagnostic conclusions;
- c. Prescribed and unprescribed mood altering medications and substance use;
- d. Urinalysis compliance and results;
- e. Referrals to other treatment programs and other services;
- f. Treatment attendance records, including any excused or unexcused absences;
- g. Progress in treatment;
- h. Level of Care recommendations;
- i. Compliance or noncompliance with treatment;
- j. Successful completion, or alternatively, failure to complete all or any part of treatment;
- k. Compliance with court requirements, DUII Diversion statutes and conditions of probation.

The DUII Services Provider shall provide the following patient information listed in paragraph 8) a.-k. above using the form agreed upon between the St. Helens Municipal Court and Deborah Ruiz of ADES

(attached as Exhibit 1). A DUII Services Provider may utilize its own form so long as it contains the pertinent information listed in paragraph 8)a.-k.

9) Deborah Ruiz of ADES, as an individual within the criminal justice system who receives patient information under 42 CFR Part 2, Subpart C, § 2.35, shall disclose any information received to the St. Helens Municipal Court, Prosecuting Attorney, and defendant's counsel only. Deborah Ruiz of ADES shall only disclose the patient information to carry out official duties with regard to the patient's conditional release or other action in connection with which the consent is given.

10) A defendant has the right to refuse to sign a written consent to disclose patient health information. Any defendant that refuses to sign a written consent shall report to the St. Helens Municipal Court each month during the period of defendant's DUII treatment to show proof of compliance with the terms of defendant's DUII Diversion or DUII probation.

11) If a DUII Services Provider consistently fails to comply with this Court Order, Deborah Ruiz of ADES shall cease referring defendants to the DUII Services Provider. If a defendant is currently engaged in DUII treatment with a DUII Services Provider that fails to comply with this Court Order, the defendant shall be allowed to remain with the DUII Services Provider and the defendant shall provide the reports directly to Deborah Ruiz of ADES and the St. Helens Municipal Court every 30 days until the DUII treatment is deemed successfully completed.

DATED this 24th day of January, 2023.



Amy B. Lindgren, Municipal Court Judge

Provider's logo

Name

Address

Phone/Fax

TREATMENT STATUS REPORT

Date of status report	
Client name	
Date of birth	
County	Columbia County, Oregon
Referral agency	St. Helens Municipal Court
Evaluator	Deborah Ruiz, ADES of Columbia County
Diversion / Conviction	
Date of enrollment	
Compliant / non-compliant	
Appointments attended	
Appointments missed	
Groups attended	
Groups missed	
Last contact date	
Tentative completion date	
Dates UA given and results	
Lab results for positive UA	

Additional comments:

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Counselor signature

Date

NOTICE PROHIBITING RE-DISCLOSURE OF SUBSTANCE USE DISORDER INFORMATION

This information has been disclosed to you from records protected by federal confidentiality rules (42 CFR Part 2). The federal rules prohibit you from making any further disclosure of information in this record that identifies a patient as having or having had a substance use disorder either directly, by reference to publicly available information, or through verification of such identification by another person unless further disclosure is expressly permitted by the written consent of the individual whose information is being disclosed or as otherwise permitted by 42 CFR Part 2. A general authorization for the release of medical or other information is NOT sufficient for this purpose (see §2.31).

The federal rules restrict any use of information to investigate or prosecute with regard to a crime any patient with a substance use disorder, except as provided at §§2.12(c)(5) and 2.65.

IN THE MUNICIPAL COURT FOR THE CITY OF ST. HELENS
COUNTY OF COLUMBIA, STATE OF OREGON

**In the Matter of the Establishment of a
Violations Bureau, a Violations Bureau
Fine Schedule and Related Matters**

) **General Order 2023-02**
) **Violations Bureau Order**
) **(ORS 153.800)**
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For the efficient disposition of the business of this court, and for the convenience of citizens charged with the commission of a traffic violation or municipal code violation, a Violations Bureau is established in the Municipal Court of the City of St. Helens as provided herein and by Oregon law.

IT IS HEREBY ORDERED THAT:

I.

Violations Bureau Established

There is established within the St. Helens Municipal Court a Violations Bureau and the positions of Violations Clerk and Deputy Violations Clerk. As used herein, the terms “Violations Bureau” and “Bureau” mean the Violations Bureau of the St. Helens Municipal Court.

II.

Designation of Bureau Clerks

The Court Clerks are hereby designated as the Violations Clerks. The Violations Clerks may designate one or more members of the city staff as Deputy Violations Clerks for the Bureau. As used herein, the term “Clerk” means the Violations Clerk and Deputy Violations Clerks of the Violations Bureau.

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III.

Authority of Clerks

A Clerk may accept written appearance; requests or waivers of trial; plea of no contest; payments of fine, costs and assessments for violations that are subject to the authority of the clerk, or payment of presumptive fine amounts for violations that are subject to the authority of the violations clerk. These enumerated powers are not the exclusive powers of a Clerk; A Clerk has all powers necessary or convenient to conduct the business of the Violation Bureau consistent with the terms and purpose of this order.

IV.

Subject Matter Jurisdiction of the Bureau

Subject to the terms provided herein, a Clerk may exercise authority over any violation, except that a Clerk shall refer to a Judge any violation alleged to involve:

1. A minor in possession of alcohol or marijuana;
2. The sale of tobacco to a minor;
3. Tobacco possession by minor;
4. Violations of St. Helens Municipal Code unless specified as a “Fix It” violation in Section X of this Order;
5. All class A traffic violations unless the defendant submits a plea of no contest with the full presumptive fine paid prior to the arraignment date;
6. All traffic violations alleged to be committed by a juvenile;
7. Operating a motor vehicle while using a mobile electronic device, ORS 811.507, unless the defendant submits a plea of no contest with the full presumptive fine paid prior to the arraignment date;

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- 1 8. A significant doubt on the part of the Clerk regarding:
- 2 a. The accuracy or sufficiency of a violation citation;
- 3 b. The validity of a defendant's driver's license, proof of insurance or other
- 4 relevant documentation; or
- 5 c. The application of the provisions of this order to a particular situation.

6 **V.**

7 **Payment of Fines and Fees**

8 A defendant who appears in person for arraignment on a violation that is subject to the

9 authority of a Violations Clerk shall have the following options regarding how to proceed on the

10 violation. The Clerk shall inform the defendant of these options.

- 11 1. **Plead Not Guilty and Request a Hearing.** The defendant shall complete appropriate
- 12 forms documenting the plea of not guilty and the request for a trial. The form shall
- 13 require the defendant to provide a current address and phone number and shall instruct
- 14 the defendant how to obtain discovery from the appropriate agency prior to trial.
- 15 2. **Plead No Contest and Pay a Fine.** The Clerk shall view the defendant's driving record
- 16 and determine the number of moving violations the defendant has been convicted of.
- 17 Based on this information, the Clerk shall determine the appropriate amount of fine
- 18 under the Violations Bureau Fine Schedule. The fine amount a defendant would pay
- 19 pursuant to the Violations Bureau Fine Schedule shall be disclosed to the defendant. If
- 20 the defendant consents to the violation being processed by the Violations Bureau, the
- 21 Clerk shall accept the defendant's plea of no contest, enter the conviction and impose
- 22 the appropriate fine (and any additional fees or assessments). The Clerk shall then accept
- 23 payment in full of the fine or have the defendant enter into an installment agreement.

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3. Plead No Contest to a “Fix It” Violation.

If a defendant seeks to plead no contest to a violation but does not consent to the authority or determination of the Violations Clerk, the defendant shall be directed to appear on the scheduled court date to appear before the judge.

If a defendant does not choose how to proceed on a violation under a Clerk’s authority, the defendant shall be directed to appear on the scheduled court date to appear before the judge.

VI.

Receipt of Presumptive Fine Amount; No Offered Mitigation

Except as provided in Section IV, upon receipt of the presumptive fine amount set on the citation with no accompanying plea or with a plea of no contest without any accompanying explanation of circumstances, the Clerk shall enter a conviction and impose a fine equal to the presumptive fine amount.

VII.

Receipt of Presumptive Fine; Offered Mitigation

Upon receipt of the presumptive fine amount set on the citation with an enclosed letter of explanation from the defendant, the Clerk shall forward the letter of explanation to the Judge for consideration. A letter of explanation may be sent to the court and/or Clerk by regular mail, e-mail or facsimile.

VIII.

Seat Belt Diversion

Upon a citation for Failure to Properly Use Safety Belts (ORS 811.210), and if the defendant has no prior conviction or never having taken a seatbelt course previously for the failure to use a safety belt, the Clerk may offer to divert the safety belt violation. The defendant must enter a plea of no contest, pay a \$50 administrative fee, and successfully complete a court-approved seatbelt safety class within ninety (90) days. If the defendant chooses this option, the

Clerk shall set a compliance date on the safety belt violation approximately 90 days from the date of entry of plea. If the defendant returns to the court on or before the rescheduled court date with a certificate of completion of the seatbelt diversion class and has paid all applicable fees or costs, the Clerk shall dismiss the violation. If the defendant elects to participate in the seat belt diversion program but fails to comply, the clerk shall enter the conviction and forward the conviction to Oregon DMV. The full amount of the presumptive fine will be assessed with credit for the \$50 administrative fee.

IX.

Adult Traffic Safety Program

Pursuant to St. Helens Municipal Court General Order 2023-03, a Clerk may offer a defendant participation in the court's traffic diversion program if the defendant is eligible for traffic safety program according to the General Order 2023-03. The Clerk shall accept defendant's no contest plea, provide the defendant all necessary paperwork and referral to the court-approved traffic safety class. If a defendant successfully completes all the terms of the Traffic Safety Program, the Clerk shall dismiss the citation at the expiration of the agreement. If defendant fails to meet the terms of the agreement, the Clerk shall enter the conviction and submit the conviction to the Oregon Department of Motor Vehicles. The presumptive fine will be assessed and there will be credit given for the administrative fee paid for participation in the traffic safety program.

X.

Authority to Dismiss Certain Citations – “Fix It Tickets”

If a defendant provides proof that defendant resolved an alleged violation listed below prior to the arraignment date, a Clerk may treat the violation as a “Fix It Ticket.” Unless, otherwise noted in the table below, if defendant pays a \$50 administrative fee in full and provide proof that the matter alleged is resolved, the Clerk shall dismiss the violation. If a defendant requests a

reduction or waiver of the “Fix It Ticket” administrative fee, the Clerk shall instruct the defendant to write a letter to the Judge or refer the defendant to the Judge to consider a reduction or waiver of the administrative fee.

Motor Vehicle Violations Subject to the Fix It Ticket Program:

ORS	Violation Alleged	Administrative Fee
803.220	Name or Address Change for Vehicle Registration	\$50
803.300	Failure to register vehicle	\$50
803.455	Fail to Renew	\$50
803.505	Failure to Carry Registration Card	\$50
803.540	Fail to Display Plates	\$50
803.545	Fail to display out of state plate	\$50
803.550	Illegal alteration or display of plates – Proof of registration <i>after</i> offense date	\$50
803.560	Improper display - Proof of registration at the time of offense	None
803.560	Improper display – Proof of registration <i>after</i> date of offense	\$50
806.012	Failure to Carry Proof of Insurance – proof of insurance at the time of offense	None
807.010	No Operator’s License	\$50
807.420	Name/Address Change on ID Card	\$50
807.560	Name/Address Change on License or Permit	\$50
811.225	Inoperable Seatbelt	\$50
815.100	No Federal Annual Safety Inspection	\$50
815.160	Metal objects on tires	\$50
815.185	Improper fenders / mud flaps	\$0

815.200	Violation of visible emission limits	\$50
815.215	Failure to have windshield wipers	\$50
815.220	Obstruction of Vehicle Windows	\$50
815.222	Tinted Windows	\$50
815.235	Operation without rearview mirror	\$50
815.250	Exhaust System	\$50
815.280	Bicycle Equipment	\$50
815.285	Fail to carry roadside warning devices	\$50
816.300	Operating with nonstandard lighting equipment	\$50
816.330	Defective lighting equipment	\$50
816.360	Prohibited lighting equipment	\$50

Code Enforcement Violations Subject to the Fix It Ticket Program:

Code	Violation Alleged	Administrative Fee
5.01.015	Fail to Renew Business License – prior to initial appearance	\$50
6.04	Fail to Obtain Dog License – prior to initial appearance	\$50

XI.

Failure to Appear; Suspension of Driver's License

On all traffic violation matters under jurisdiction of this Order, except for Minor in Possession violations, if a defendant fails to appear for their scheduled appearance date on the citation, or fails to appear at any scheduled court proceeding in regards to the citation, the Clerk shall send the defendant a Default Judgment Letter by first class mail to the address provided on the citation or, if defendant has updated their address, to the address provided by defendant. The

1 Default Judgment Letter will notify defendant of any default judgment, fine imposed,
2 instructions regarding payment of the fine, and notification that defendant's driver's license is
3 subject to suspension for failure to appear, and any other information as the court might direct. If
4 defendant appears in court or before a Violations Clerk within 15 days of the Default Judgment
5 Letter being mailed and pays the fines and fees in full or executes a payment plan, the court will
6 take no action regarding defendant's driver's license. If defendant fails to appear after 15 days,
7 the Clerk shall send the defendant a Failure to Appear Letter by first class mail to the addressed
8 provided on the citation or, if defendant has updated their address, to the address provided by
9 defendant. The Failure to Appear Letter will notify defendant that the court will send a driver's
10 license suspension order to the Department of Motor Vehicles to suspend the defendant's driving
11 privileges for failure to appear, that defendant's account will be sent to a collection agency, and
12 anything else the court directs.

13 A license suspension imposed because of failure to appear shall remain in effect until the
14 defendant pays the entire amount owed, including a suspension clearance fee, unless the judge
15 approves otherwise. A defendant may submit a Motion to Reopen with an accompanying \$50
16 administrative fee to request relief from the provisions of this paragraph or pay \$500 down or
17 50% of the outstanding fines and fees (whichever is lower) and set up monthly payments with
18 the court for a one-time release of the driver's license. The defendant must also execute a new
19 pay agreement promising to reappear in court and be subject to a suspension for failure to
20 appear.

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XII.

Fine Schedule

As of the date of this order, the presumptive fine amount for a violation with no aggravating circumstances alleged, other than parking or St. Helens Municipal Code violations, cited into this court and under the jurisdiction of the Violation Bureau is as follows:

Violation Class	Presumptive Fine	Reduced fine – Clean record for three (3) years prior to the date alleged on citation
Class A	\$440	\$400
Class B	\$265	\$240
Class C	\$165	\$140
Class D	\$115	\$100
Specific Fine	\$650	No reduction

If aggravating circumstances are alleged on a traffic offense, a Violations Clerk may process and accept payment of a no contest plea mailed to the court with full payment of the presumptive fine. If a defendant appears in court on the arraignment date, the Clerk shall refer the defendant to the Judge for a personal appearance.

XIII.

Failure to Appear; Entry of Judgment

On all violation matters, upon the failure of a defendant to make the appearance date as scheduled on the citation or later court date, the Clerk shall, unless otherwise required by law, enter a default judgment against the defendant as provided by ORS 153.102(1). For charges with no aggravating factors, the Clerk shall impose a sentence to pay a fine as follows:

\$550 for a Class A violation;

\$350 for a Class B violation;

\$250 for a Class C violation;

1 \$150 for a Class D violation; and

2 \$1,000 for a Specific Fine violation.

3 On all violation matters, upon the failure of a defendant to appear at the date, time and place
4 set for any trial, the Clerk shall, unless otherwise required by law, enter a default judgment
5 against the defendant as provided by ORS 153.102(2). The Clerk shall impose a sentence to pay
6 a fine as follows:

7 \$2,000 for a Class A violation;

8 \$1,000 for a Class B violation;

9 \$500 for a Class C violation;

10 \$250 for a Class D violation; and

11 \$2,000 for a specific fine violation, or the maximum penalty otherwise established by law
12 for the specific fine violation.

13 **XIV.**

14 **Effective Date of Order**

15 This order takes effect January 25, 2023, and shall supersede all prior Violation Bureau
16 Orders.

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18 Dated this 24th day of January, 2023.

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21 Amy B. Lindgren, Municipal Court Judge
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IN THE MUNICIPAL COURT OF THE CITY OF ST. HELENS
COUNTY OF COLUMBIA, STATE OF OREGON

**In the Matter of the Establishment
of the St. Helens Municipal Court
Adult Traffic Safety Program**

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GENERAL ORDER 2023-03

IT IS HEREBY ORDERED AS FOLLOWS:

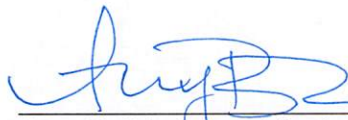
In the interest of promoting traffic safety and compliance with state and municipal laws, the court hereby establishes a traffic safety program.

Participation in the traffic safety program is subject to the following conditions:

1. Any court clerk may authorize the traffic safety program for eligible defendants under paragraph 3 below. Any questions concerning the eligibility of a particular defendant maybe referred to the judge for resolution.
2. To be eligible for the traffic safety program, a defendant must enter a plea of “no contest” and the disposition will set over for one year. Upon satisfactory completion of all conditions of the traffic safety program, any court clerk may dismiss the citation.
3. Except as provided below, eligible defendants are defendants who have not been convicted of a “moving violation” or have not participated in a traffic safety course within the five (5) years prior to the date alleged on the citation. For purposes of this rule, the term “moving violation” means any violation of vehicle laws, including traffic crimes, that is committed by the driver of a vehicle while the vehicle is in motion.
 - a. Defendant is ineligible if defendant is charged with more than one moving violation;
 - b. Defendant is ineligible if the offense is a Class A violation, unless approved by the judge;
 - c. Defendant is ineligible if defendant is charged with a violation of ORS 811.507, Operating a Motor Vehicle While Using a Mobile Electronic Device;
 - d. Defendant is ineligible if defendant has a commercial driver’s license or permit.

4. Defendants shall execute an agreement outlining the terms of the traffic safety program. The terms shall include the following:
 - a. Defendant must sign the Declaration of Eligibility.
 - b. For defendants between the ages of 18 years old and 64 years old, defendant must complete the online Legacy Emanuel High Risk Driver's Course 90 days from the date defendant entered the agreement. No other program will be authorized or accepted without permission of the court.
 - c. For defendants over the age of 65 at the time of the offense, defendant must complete either the AARP Smart Driver traffic safety class or the Legacy Emanuel High Risk Driver's Course within 90 days.
 - d. Defendant cannot receive any moving violations for the period of the agreement.
 - e. Defendant must pay all court costs associated with the program.
 - f. Defendants entering into the traffic safety program shall be provided a handout containing information and requirements for the specific program in which they are to enroll.
5. Court fees: In addition to any fees required by the class, all defendants will pay a the presumptive fine minus the cost of the class. This is a nonrefundable administrative fee. Full payment will be made to the court at the time of scheduling the class or as stipulated in the court payment agreement.
6. Noncompliance: If a participant fails to complete all requirements of the agreement within the agreed upon time limit, the court may take one or more of the following steps without further notice.
 - a. Assess the presumptive fine amount (defendant will receive credit for the administrative fee paid upon entry into the program);
 - b. Send the record of the conviction to DMV for entry on the defendant's driving record;
 - c. Add a collection fee of 25% to any unpaid balance after 30 days;
 - d. Refer the case to a collection agency; and/or
 - e. Pursue any addition remedies that may be available under Oregon law.

DATED this 24th day of January, 2023.


Amy B. Lindgren, Municipal Court Judge

IN THE MUNICIPAL COURT OF THE CITY OF ST. HELENS
COUNTY OF COLUMBIA, STATE OF OREGON

**In the Matter of the Establishment
of the St. Helens Municipal Court
Juvenile Traffic Safety Program**

GENERAL ORDER 2023-04

IT IS HEREBY ORDERED AS FOLLOWS:

In the interest of promoting traffic safety and compliance with state and municipal laws, the court hereby establishes a Juvenile Traffic Safety Program.

Participation in the Juvenile Traffic Safety Program is subject to the following conditions:

1. Defendant must be under the age of 18 years or over the age of 18 and enrolled in high school at the time the violation occurred.
2. Defendant must enter a plea of “no contest” and the disposition will set over for (6) six months. Upon satisfactory completion of all conditions of the traffic safety program, any court clerk may dismiss the citation.
3. Except as provided below, eligible defendants are defendants who have never been convicted of a “moving violation” and/or have never participated in a traffic safety course. For purposes of this rule, the term “moving violation” means any violation of vehicle laws, including traffic crimes, that is committed by the driver of a vehicle while the vehicle is in motion.
 - a. Defendant is ineligible if defendant is charged with more than one moving violation, unless approved by the court;
 - b. Defendant is ineligible if the offense is a Class A violation, unless approved by the court;
 - c. Defendant is ineligible if defendant is charged with a violation of ORS 811.507, Operating a Motor Vehicle While Using a Mobile Electronic Device;
4. Defendants shall execute an agreement outlining the terms of the traffic safety program. The terms shall include the following:
 - a. Defendant must sign the Declaration of Eligibility.

- b. Defendant must complete the in-person Legacy Emanuel High Risk Driver's Class within 90 days from the date defendant entered the agreement. No other program will be authorized or accepted without permission from the court.
 - c. Defendant must return to court with an essay informing the court what he/she learned in the class.
 - d. Defendant cannot receive any moving violations for the period of the agreement.
 - e. Defendants entering into the Juvenile Traffic Safety Program shall be provided a handout containing information and requirements for the specific program in which they are to enroll.
5. Noncompliance: If a participant fails to complete all requirements of the agreement within the agreed upon time limit, the court will assess the presumptive fine and take any pursue any additional remedies that may be available under Oregon law.

DATED this 24th day of January, 2023.



Amy B. Lindgren, Municipal Court Judge

IN THE MUNICIPAL COURT OF THE CITY OF ST. HELENS

COUNTY OF COLUMBIA, STATE OF OREGON

In the Matter of Pretrial Release by
Sheriff or entity supervising the local
correctional facility for St. Helens
Municipal Court

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) **ORDER No. 2023-05**
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WHEREAS,

1. The 2021 Legislative Assembly enacted Oregon Laws 2021, Chapter 643, initially introduced as Senate Bill 48 (2021) by the Oregon Criminal Justice Commission, to reduce reliance on security release and provide statewide guidance for local pretrial release orders.

2. Section 2 of Oregon Laws 2021, Chapter 643, now codified as ORS 135.233, requires the Presiding Judge of a judicial district to enter a standing pretrial release order, specifying to the sheriff of the county, or to the entity supervising the local correctional facility responsible for pretrial incarceration within the judicial district, both the persons who are and the offenses that are:

- 1) Subject to release on recognizance;
- 2) Subject to release with special conditions of release; and
- 3) Not eligible for release until arraignment.

3. In turn, the Chief Justice issued guidelines for Presiding Judge Pretrial Orders. Additionally, the Chief Justice entered Chief Justice Order 22-010 that requires each Presiding Judge of a Circuit Court to enter a standing pretrial release order as required under ORS 135.233(1) that complies with the guidelines established by the Chief Justice with an operative date of July 1, 2022. Although the St. Helens Municipal Court is not bound by Order 22-010, the St. Helens Municipal Court generally follows the Chief Justice orders and intends to do so in this matter.

4. This Order accomplishes that mandate.

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NOW THEREFORE, IT IS HEREBY ORDERED AS FOLLOWS

CRIME CATEGORY 1

1. The Sheriff shall release on recognizance with a release agreement with the general conditions in ORS 135.250, all defendants charged with the following offenses:
 - A. Any non-person misdemeanor, except those offenses listed in crime categories 2 or 3 below;
 - B. Any driving while suspended offense defined in ORS 811.182, and
 - C. Any other offense that is not included in crime categories 2 or 3 below.

CRIME CATEGORY 2

2. The Sheriff shall release on court-imposed conditions, all defendants charged with the following offenses:
 - A. Any non-domestic violence person misdemeanor, as defined in OAR 213-003-0001(15);
 - B. Any driving under the influence of intoxicants (DUII) offense, as defined in ORS 813.010 and ORS 813.011;
3. The Sheriff shall hold for arraignment, first appearance, or a release decision under ORS 135.235(3)(b), all defendants charged with the following offenses:
 - A. Any domestic violence misdemeanor, as defined in ORS 135.230;
 - B. Any violation of a stalking protective order as described in ORS 163.750; and
 - C. Any of the following offenses:
 - i. Failure to appear, as defined in ORS 162.195;
 - ii. Fleeing or Attempting to Elude, as defined in ORS 811.540;
 - iii. Resisting arrest, as defined in ORS 162.315;
 - iv. Giving false information to a peace officer, as defined in ORS 807.620 and ORS 162.165;
 - v. Escape in the second degree, as defined by ORS 162.145, and unauthorized departure, as defined in ORS 162.175;

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4. The release decision shall be made using a two-step process.

Step 1: Identify the charge and crime category;

Step 2: Determine if the defendant meets the criteria to consider any overriding circumstances and what if any enhanced conditions of release should be ordered.

5. The Release Guidelines Categorization List maintained by the Office of the State Trial Court Administrator (<https://www.courts.oregon.gov/programs/pretrial>) shall be used in Step 1. **Identifying the charge and crime category** that a defendant will fall into.
6. Attached to this Order is Exhibit A to be used in Step 2, which includes a chart of **overriding circumstances to be considered** and if a defendant meets the criteria of the overriding circumstance, the action that should be taken with regard to the release decision. Exhibit A is hereby incorporated into this Order.
7. Attached to this Order is Exhibit B also to be used in Step 2, which includes **enhanced conditions of release**. These enhanced conditions of release shall be used if, after identifying the charge and release category it is determined that there are overriding circumstances which require enhanced conditions of release. Exhibit C is hereby incorporated into this Order.

This Order supersedes all previous orders on the same subject and shall remain in effect until further order of this Court.

DATED this 25th day of January, 2023.



Amy B. Lindgren, Municipal Court Judge

EXHIBIT A: CRITERIA FOR OVERRIDING CIRCUMSTANCES

OVERRIDING CIRCUMSTANCES	CATEGORY 1 CHARGE	CATEGORY 2 CHARGE	CATEGORY 3 CHARGE
Any Category 1 offense with a named victim or location	Move to Category 2		
Any incident involving a Co-Defendant	Move to Category 2		
Individual resides or works out of State	Move to Category 2		
Multiple charges over multiple incidences in the 48 hours prior to arrest or multiple charges arising out of one incident	Move to Category 3	Move to Category 3	
Any prior FTA	Move to Category 3	Move to Category 3	
Three convictions for the same conduct in the last five years	Move to Category 3	Move to Category 3	
Current property crime charge with conviction for a property crime in past 8 years	Move to Category 3	Move to Category 3	
Current trespass charge with a conviction for trespass in past 8 years	Move to Category 3	Move to Category 3	
Any violation of a court order	Hold for arraignment or first appearance		
Any outstanding warrants or holds	Hold for arraignment or first appearance		
Individual is subject to an active restraining order	Hold for arraignment or first appearance		
Individual is unable to comprehend the release process or participate in the release assessment process or sign a release agreement	Hold for arraignment or first appearance		
A direct threat of violence to a victim, law enforcement officer, or anyone else connected to the case	Hold for arraignment or first appearance		

EXHIBIT B: CRITERIA FOR CONDITIONAL RELEASES

The following offense-specific criteria lead to the following conditions:

CHARGE	SPECIAL CONDITION OF RELEASE
DUII or Attempted DUII	<ul style="list-style-type: none"> Absolutely no consumption of intoxicants; No entry into liquor stores, taverns, bars, or dispensaries.
Non-DV person crimes eligible for release with special conditions	<ul style="list-style-type: none"> Absolutely no contact with the victim; No entry onto premises, business or other location occupied by the victim; No possession or access to firearms or other deadly weapons; If intoxicants are implicated in the crime, absolutely no consumption of intoxicants
Any Category 1 offense with a named victim or location	<ul style="list-style-type: none"> No contact order for alleged victim or location
Co-Defendant	<ul style="list-style-type: none"> No contact with Co-Defendant

The following person-specific criteria lead to the following conditions:

CRITERIA	CONDITION OF RELEASE
Person is visibly intoxicated	<ul style="list-style-type: none"> Absolutely no consumption of intoxicants; No entry into liquor stores, taverns, bars, or dispensaries.
Substance misuse is indicated in PCA	<ul style="list-style-type: none"> Absolutely no consumption of intoxicants; No entry into liquor stores, taverns, bars, or dispensaries.
Any Category 1 offense where defendant resides or is employed out of State	<ul style="list-style-type: none"> Delete standard release condition of "Not leave the State of Oregon" but keep waiver of extradition requirement

January 25, 2023

Semi-Annual Report for July 21, 2022 – January 25, 2023

City Prosecutor – Samuel Erskine

To: Mayor Scholl and Council Members**Introductory note:**

As with previous reports, I will begin this memorandum with a brief snapshot of prosecution statistics that I have kept since beginning in my position as city prosecutor:

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Police reports received/processed	380	411	341	341
Total cases referred	242	290	232	250
Total cases charged	184	190	195	175*
Jury trials held	8	0	0	2

*Several cases still pending further review/awaiting additional evidence

As indicated by the numbers compiled in the table above, case referrals and cases charged appear generally stable over the course of the last four years despite the pandemic era disruptions. Additionally, it seems likely that 2022 represents the beginning of a thaw for the resumption of jury trials (as it has been in courts across the state). Overall, the health of the court – at least to the extent that can be revealed by these statistics – appears to be strong and on pace to hopefully return to pre-pandemic functionality in the coming year.

Items to watch in 2023:

Much of my report is often retrospective in terms of referencing work already accomplished, but there are several items which I thought were important to highlight in this report relating to work currently ongoing or items which I hope to re-assess later this year. Among these items are the following:

- (1) Assisting in a review of the implementation and efficacy of the changes that were adopted with respect to addressing derelict and abandoned vessels in St. Helens waterways;
- (2) Working with the court and community treatment agencies to revise and streamline the communication process for individuals engaged in court-ordered treatment programs;
- (3) Ongoing reconstruction and improvements to related to victims' rights issues on municipal court cases (in order to do things like provide better notice of rights, facilitate the recovery of restitution, etc.)

The first and third items represent long-term projects that have involved – at least with respect to item one – efforts of a large group of interested stakeholders (including members of the council). The second item relates to issues that have only recently come to the attention of the court and my office. I would be happy to offer additional details regarding these agenda items and my role in reviewing and addressing issues related to these items if such detail could be helpful (and I anticipate offering more detailed assessments of work done with respect to these items in subsequent reports).

Sam Erskine

Closing:

As I have indicated in my closing notes for prior reports, I continue to believe that the municipal court is functioning well. City staff, including court staff and the members of the police department, continue to be professional, pleasant to work with, and effective and thoughtful in carrying out their duties. Having substantial perspective on the functionality of municipal courts in other jurisdictions, I continue to believe that the St. Helens court is a model example of professionalism and functionality.

As always, if any of you have questions or follow-up for me based on the information in this report, I am happy to answer questions in-person or by email or phone.

Thank you,

Sam Erskine
Samuel Erskine

City Prosecutor for the City of St. Helens



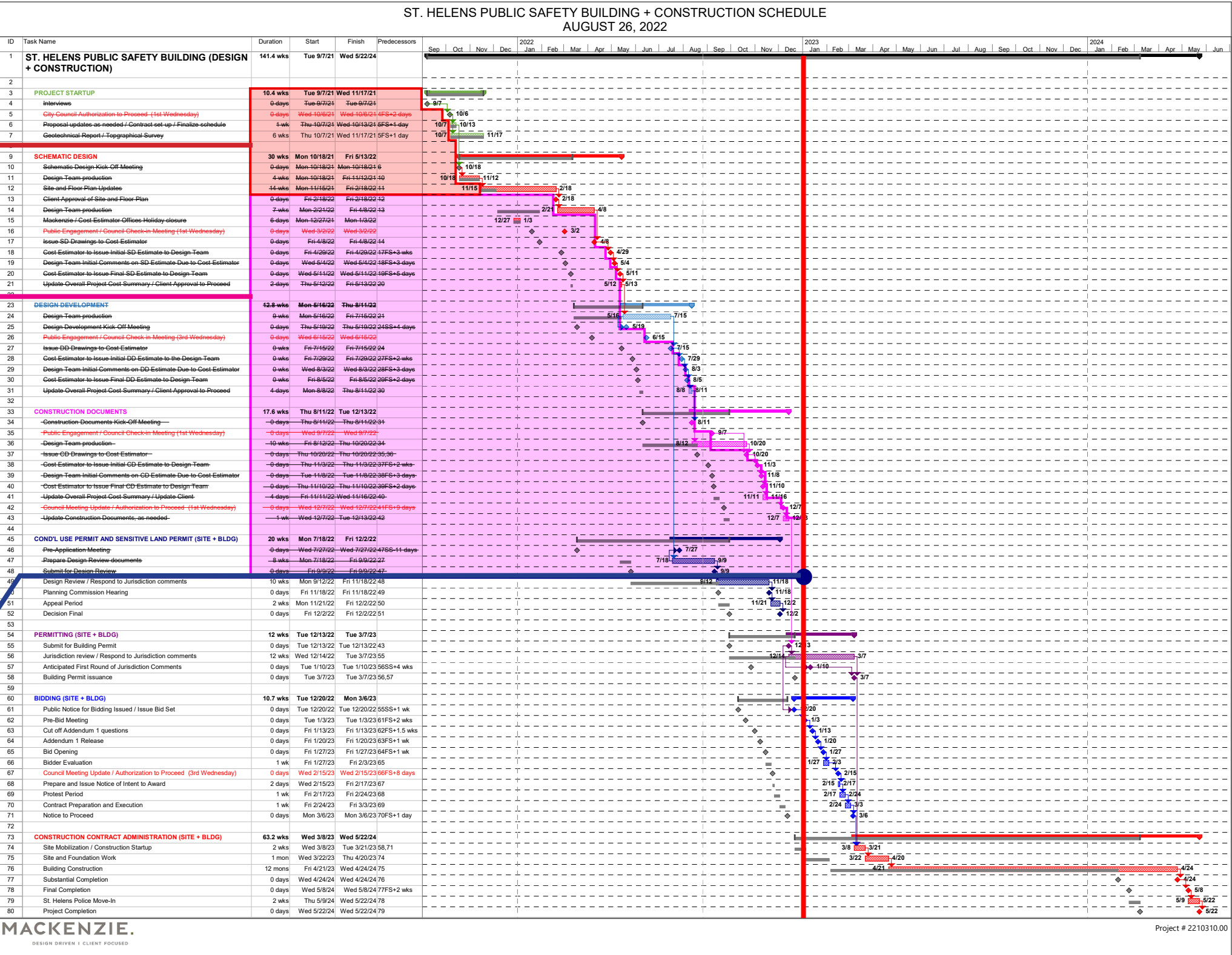
St. Helens Public Safety Building
City Council Update | 02.01.2023

ST. HELENS PUBLIC SAFETY BUILDING + CONSTRUCTION SCHEDULE
AUGUST 26, 2022

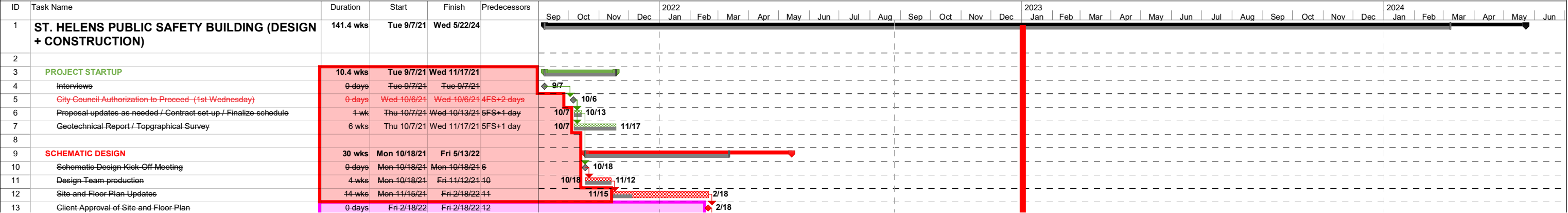
ID	Task Name	Duration	Start	Finish	Predecessors
1	ST. HELENS PUBLIC SAFETY BUILDING (DESIGN + CONSTRUCTION)	141.4 wks	Tue 9/7/21	Wed 5/22/24	
2					
3	PROJECT STARTUP	10.4 wks	Tue 9/7/21	Wed 11/17/21	
4	Interviews	0 days	Tue 9/7/21	Tue 9/7/21	
5	City Council Authorization to Proceed (1st Wednesday)	0 days	Wed 10/6/21	Wed 10/6/21 4FS+2 days	
6	Proposal updates as needed / Contract set-up / Finalize schedule	1 wk	Thu 10/7/21	Wed 10/13/21 5FS+1 day	
7	Geotechnical Report / Topographical Survey	6 wks	Thu 10/7/21	Wed 11/17/21 5FS+1 day	
8	SCHEMATIC DESIGN	30 wks	Mon 10/18/21	Fri 5/13/22	
10	Schematic Design Kick-Off Meeting	0 days	Mon 10/18/21	Mon 10/18/21 6	
11	Design Team production	4 wks	Mon 10/18/21	Fri 11/12/21 40	
12	Site and Floor Plan Updates	14 wks	Mon 11/15/21	Fri 2/18/22 44	
13	Client Approval of Site and Floor Plan	0 days	Fri 2/18/22	Fri 2/18/22 42	
14	Design Team production	7 wks	Mon 2/21/22	Fri 4/8/22 43	
15	Mackenzie / Cost Estimator Offices Holiday closure	6 days	Mon 12/27/21	Mon 1/3/22	
16	Public Engagement / Council Check-in Meeting (1st Wednesday)	0 days	Wed 3/2/22	Wed 3/2/22	
17	Issue SD Drawings to Cost Estimator	0 days	Fri 4/8/22	Fri 4/8/22 44	
18	Cost Estimator to Issue Initial SD Estimate to Design Team	0 days	Fri 4/29/22	Fri 4/29/22 47FS+3 wks	
19	Design Team Initial Comments on SD Estimate Due to Cost Estimator	0 days	Wed 5/4/22	Wed 5/4/22 48FS+3 days	
20	Cost Estimator to Issue Final SD Estimate to Design Team	0 days	Wed 5/11/22	Wed 5/11/22 49FS+6 days	
21	Update Overall Project Cost Summary / Client Approval to Proceed	2 days	Thu 5/12/22	Fri 5/13/22 20	
22					
23	DESIGN DEVELOPMENT	42.8 wks	Mon 5/16/22	Thu 8/11/22	
24	Design Team production	9 wks	Mon 5/16/22	Fri 7/15/22 21	
25	Design Development Kick-Off Meeting	0 days	Thu 5/19/22	Thu 5/19/22 24FS+4 days	
26	Public Engagement / Council Check-in Meeting (3rd Wednesday)	0 days	Wed 6/15/22	Wed 6/15/22	
27	Issue DD Drawings to Cost Estimator	0 wks	Fri 7/15/22	Fri 7/15/22 24	
28	Cost Estimator to Issue Initial DD Estimate to the Design Team	0 wks	Fri 7/29/22	Fri 7/29/22 27FS+2 wks	
29	Design Team Initial Comments on DD Estimate Due to Cost Estimator	0 wks	Wed 8/3/22	Wed 8/3/22 28FS+3 days	
30	Cost Estimator to Issue Final DD Estimate to Design Team	0 wks	Fri 8/5/22	Fri 8/5/22 29FS+2 days	
31	Update Overall Project Cost Summary / Client Approval to Proceed	4 days	Mon 8/8/22	Thu 8/11/22 30	
32					
33	CONSTRUCTION DOCUMENTS	17.6 wks	Thu 8/11/22	Tue 12/13/22	
34	Construction Documents Kick-Off Meeting	0 days	Thu 8/11/22	Thu 8/11/22 31	
35	Public Engagement / Council Check-in Meeting (1st Wednesday)	0 days	Wed 9/7/22	Wed 9/7/22	
36	Design Team production	10 wks	Fri 8/12/22	Thu 10/20/22 34	
37	Issue CD Drawings to Cost Estimator	0 days	Thu 10/20/22	Thu 10/20/22 35,36	
38	Cost Estimator to Issue Initial CD Estimate to Design Team	0 days	Thu 11/3/22	Thu 11/3/22 37FS+2 wks	
39	Design Team Initial Comments on CD Estimate Due to Cost Estimator	0 days	Tue 11/8/22	Tue 11/8/22 38FS+3 days	
40	Cost Estimator to Issue Final CD Estimate to Design Team	0 days	Thu 11/10/22	Thu 11/10/22 39FS+2 days	
41	Update Overall Project Cost Summary / Update Client	4 days	Fri 11/11/22	Wed 11/16/22 40	
42	Council Meeting Update / Authorization to Proceed (1st Wednesday)	0 days	Wed 12/7/22	Wed 12/7/22 41FS+9 days	
43	Update Construction Documents, as needed	1 wk	Wed 12/7/22	Tue 12/13/22 42	
44					
45	COND'L USE PERMIT AND SENSITIVE LAND PERMIT (SITE + BLDG)	20 wks	Mon 7/18/22	Fri 12/2/22	
46	Pre-Application Meeting	0 days	Wed 7/27/22	Wed 7/27/22 47SS+11 days	
47	Prepare Design Review documents	8 wks	Mon 7/18/22	Fri 9/9/22 27	
48	Submit for Design Review	0 days	Fri 9/9/22	Fri 9/9/22 47	
49	Design Review / Respond to Jurisdiction comments	10 wks	Mon 9/12/22	Fri 11/18/22 48	
50	Planning Commission Hearing	0 days	Fri 11/18/22	Fri 11/18/22 49	
51	Appeal Period	2 wks	Mon 11/21/22	Fri 12/2/22 50	
52	Decision Final	0 days	Fri 12/2/22	Fri 12/2/22 51	
53					
54	PERMITTING (SITE + BLDG)	12 wks	Tue 12/13/22	Tue 3/7/23	
55	Submit for Building Permit	0 days	Tue 12/13/22	Tue 12/13/22 43	
56	Jurisdiction review / Respond to Jurisdiction comments	12 wks	Wed 12/14/22	Tue 3/7/23 55	
57	Anticipated First Round of Jurisdiction Comments	0 days	Tue 1/10/23	Tue 1/10/23 56SS+4 wks	
58	Building Permit Issuance	0 days	Tue 3/7/23	Tue 3/7/23 56,57	
59					
60	BIDDING (SITE + BLDG)	10.7 wks	Tue 12/20/22	Mon 3/6/23	
61	Public Notice for Bidding Issued / Issue Bid Set	0 days	Tue 12/20/22	Tue 12/20/22 55SS+1 wk	
62	Pre-Bid Meeting	0 days	Tue 1/3/23	Tue 1/3/23 61FS+2 wks	
63	Cut off Addendum 1 questions	0 days	Fri 1/13/23	Fri 1/13/23 62FS+1.5 wks	
64	Addendum 1 Release	0 days	Fri 1/20/23	Fri 1/20/23 63FS+1 wk	
65	Bid Opening	0 days	Fri 1/27/23	Fri 1/27/23 64FS+1 wk	
66	Bidder Evaluation	1 wk	Fri 1/27/23	Fri 2/3/23 65	
67	Council Meeting Update / Authorization to Proceed (3rd Wednesday)	0 days	Wed 2/15/23	Wed 2/15/23 66FS+8 days	
68	Prepare and Issue Notice of Intent to Award	2 days	Wed 2/15/23	Fri 2/17/23 67	
69	Protest Period	1 wk	Fri 2/17/23	Fri 2/24/23 68	
70	Contract Preparation and Execution	1 wk	Fri 2/24/23	Fri 3/3/23 69	
71	Notice to Proceed	0 days	Mon 3/6/23	Mon 3/6/23 70FS+1 day	
72					
73	CONSTRUCTION CONTRACT ADMINISTRATION (SITE + BLDG)	63.2 wks	Wed 3/8/23	Wed 5/22/24	
74	Site Mobilization / Construction Startup	2 wks	Wed 3/8/23	Tue 3/21/23 58,71	
75	Site and Foundation Work	1 mon	Wed 3/22/23	Thu 4/20/23 74	
76	Building Construction	12 mons	Fri 4/21/23	Wed 4/24/24 75	
77	Substantial Completion	0 days	Wed 4/24/24	Wed 4/24/24 76	
78	Final Completion	0 days	Wed 5/8/24	Wed 5/8/24 77FS+2 wks	
79	St. Helens Police Move-In	2 wks	Thu 5/9/24	Wed 5/22/24 78	
80	Project Completion	0 days	Wed 5/22/24	Wed 5/22/24 79	

MACKENZIE.
DESIGN DRIVEN | CLIENT FOCUSED

Project # 2210310.00



ST. HELENS PUBLIC SAFETY BUILDING + CONSTRUCTION SCHEDULE
AUGUST 26, 2022







- | | | | |
|------------------------|---------------------|------------------|---------------------|
| 1 VESTIBULE | 16 UNISEX RESTROOM | 31 SERGEANT | 46 HARD INTERVIEW |
| 2 LOBBY | 17 JANITOR | 32 SERGEANT | 47 HARD INTERVIEW |
| 3 CLERK | 18 UNISEX RESTROOM | 33 PATROL | 48 K9 GROOMING |
| 4 COURT | 19 AV | 34 COPY AREA | 49 K9 |
| 5 JURY ROOM | 20 STORAGE | 35 BREIFING ROOM | 50 BIKE STORAGE |
| 6 UNISEX RESTROOM | 21 TRAINING/ EOC | 36 BREAK ROOM | 51 EVIDENCE OFFICE |
| 7 JUDGE | 22 LARGE CONFERENCE | 37 PATIO | 52 EVIDENCE TECH |
| 8 ATTORNEY | 23 SERGEANT | 38 IT/SERVER | 53 EVIDENCE STORAGE |
| 9 CONF./ EVIDENCE ROOM | 24 STORAGE | 39 IT OFFICE | 54 VEHICLE STORAGE |
| 10 RECORDS | 25 WELLNESS | 40 ELECTRICAL | 55 FITNESS |
| 11 COPY/STORAGE | 26 DETECTIVE | 41 FIRE RISER | 56 SHOWER |
| 12 CONFERENCE ROOM | 27 LIEUTENANT | 42 MECHANICAL | 57 LOCKERS |
| 13 SOFT INTERVIEW | 28 SERGEANT | 43 ARMORY | |
| 14 UNISEX RESTROOM | 29 SERGEANT | 44 EQUIPMENT | |
| 15 UNISEX RESTROOM | 30 CHIEF | 45 MUD | |
- CITY HALL

POLICE

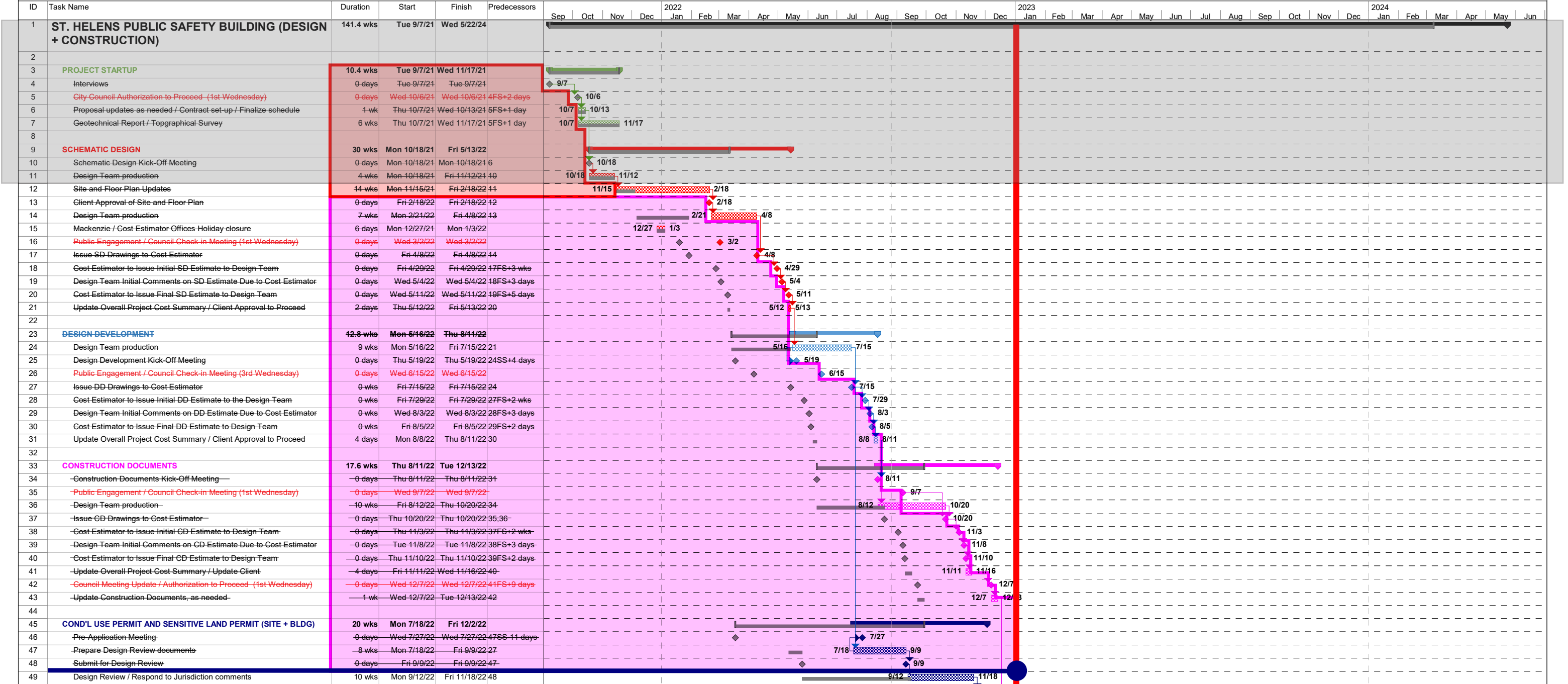
EVIDENCE AND INTERVIEW

EXTERIOR SPACE AND DOG WASH



- 1 FUTURE ROUNDABOUT
- 2 100 YR FLOOD PLAIN LINE
- 3 500 YR FLOOD PLAIN LINE
- 4 PUBLIC PARKING
- 5 ST. HELENS POLICE STATION
- 6 COVERED PARKING
- 7 SECURITY GATES
- 8 TRANSFORMER & GENERATOR AREA
- 9 TRASH ENCLOSURE
- 10 WETLAND BUFFER ZONE
- 11 SECURE PARKING
- 12 VACATED RIGHT OF WAY
- 13 PUBLIC PLAZA
- 14 SEPARATION OF LI AND R5 ZONES
- 15 MODIFY WETLAND BUFFER ZONE THROUGH MEANS OF BUFFER ZONE AVERAGING

ST. HELENS PUBLIC SAFETY BUILDING + CONSTRUCTION SCHEDULE
AUGUST 26, 2022



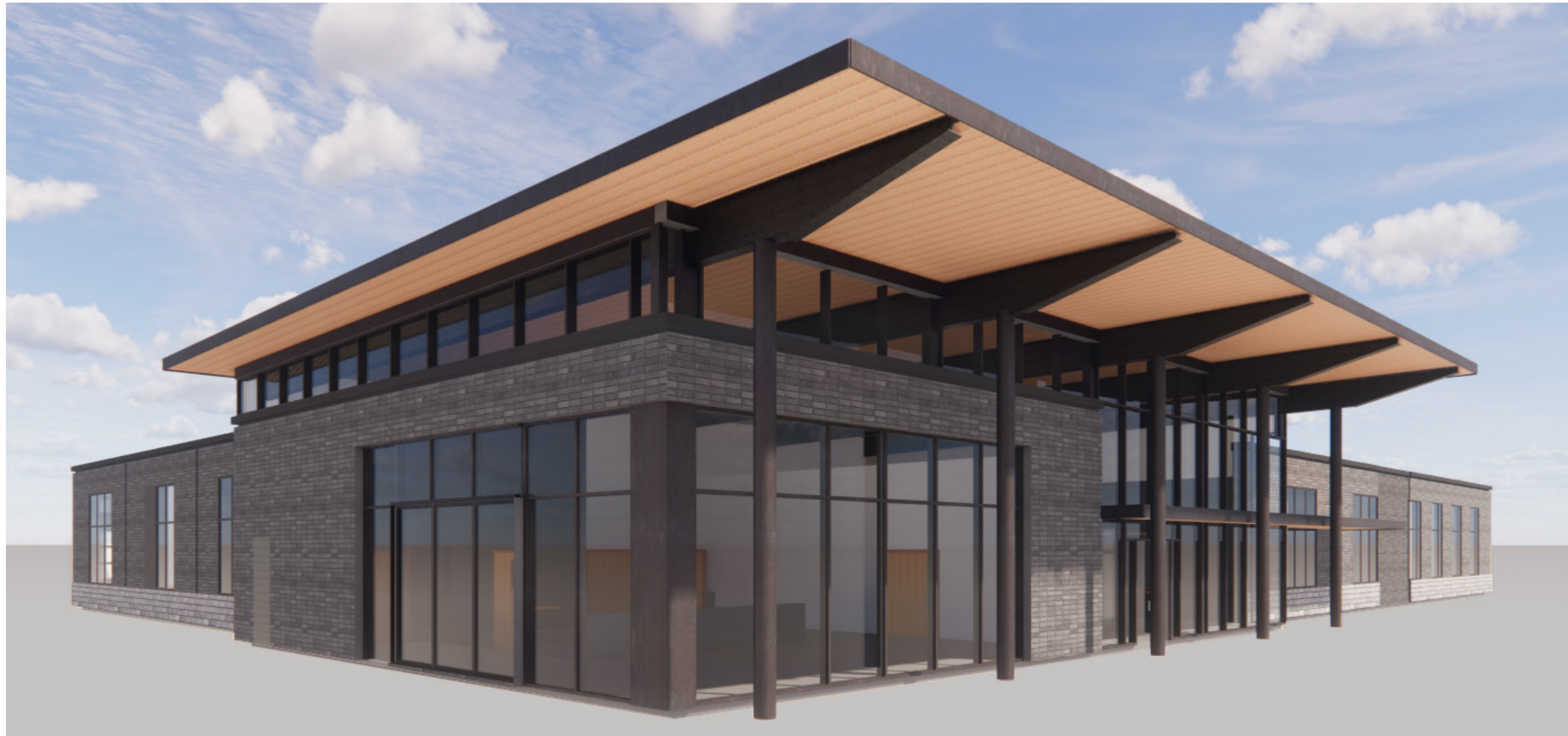


PARKING DATA				
	ACCESSIBLE	STANDARD	OVERSIZED (10' x 40')	TOTAL
SECURE (10' x 20')	0	49	3	52
PUBLIC (9' x 18')	4	30	0	34
TOTAL	4	79	3	86

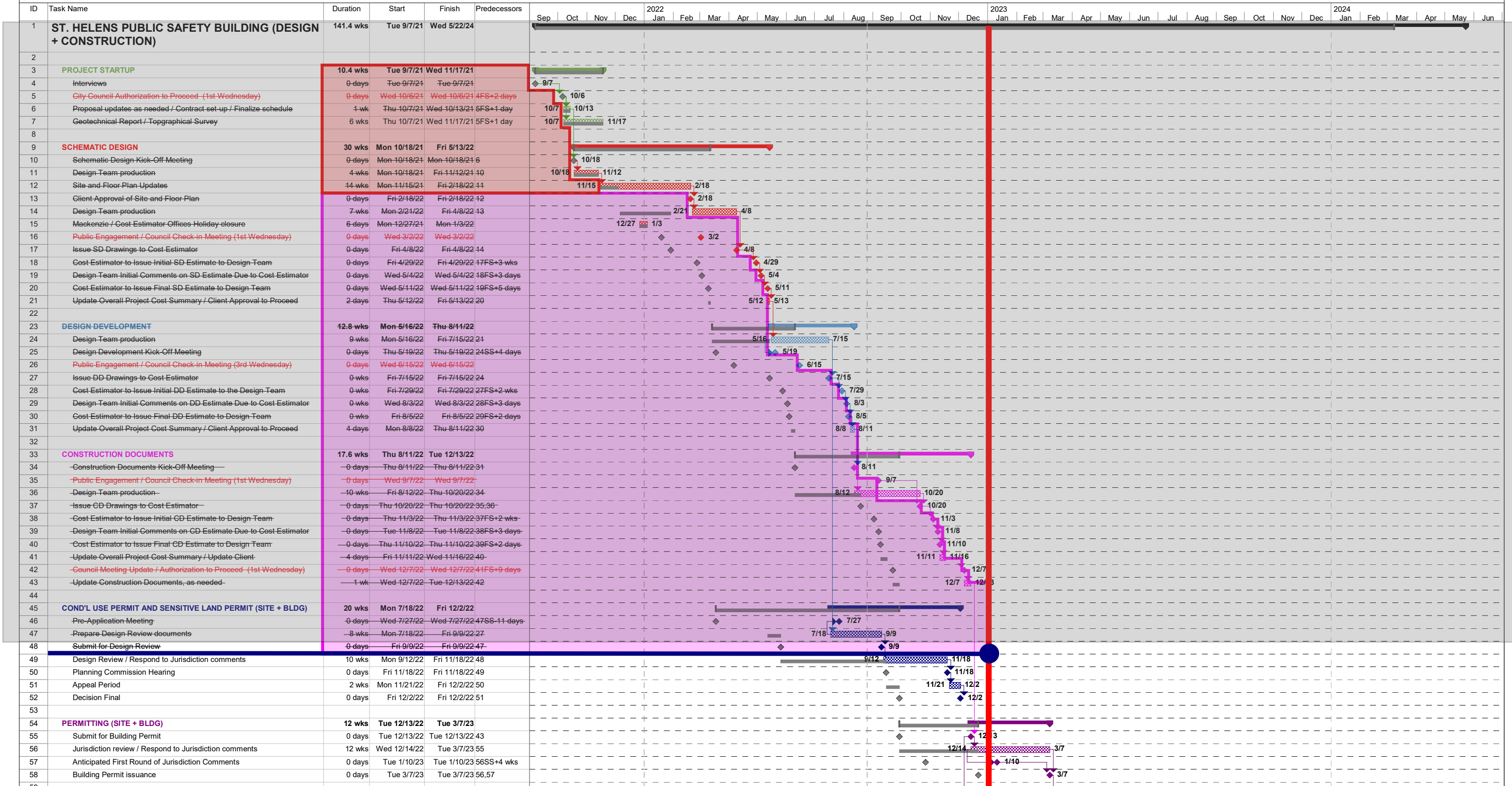
LEGEND	
PROPERTY/ROW LINE	---
100/500-YEAR FLOODPLAIN	---
EASEMENT	---
EDGE OF PAVEMENT	---
WETLAND BOUNDARY	=====
50-FT WETLAND BUFFER	---
TREE	⊙ *

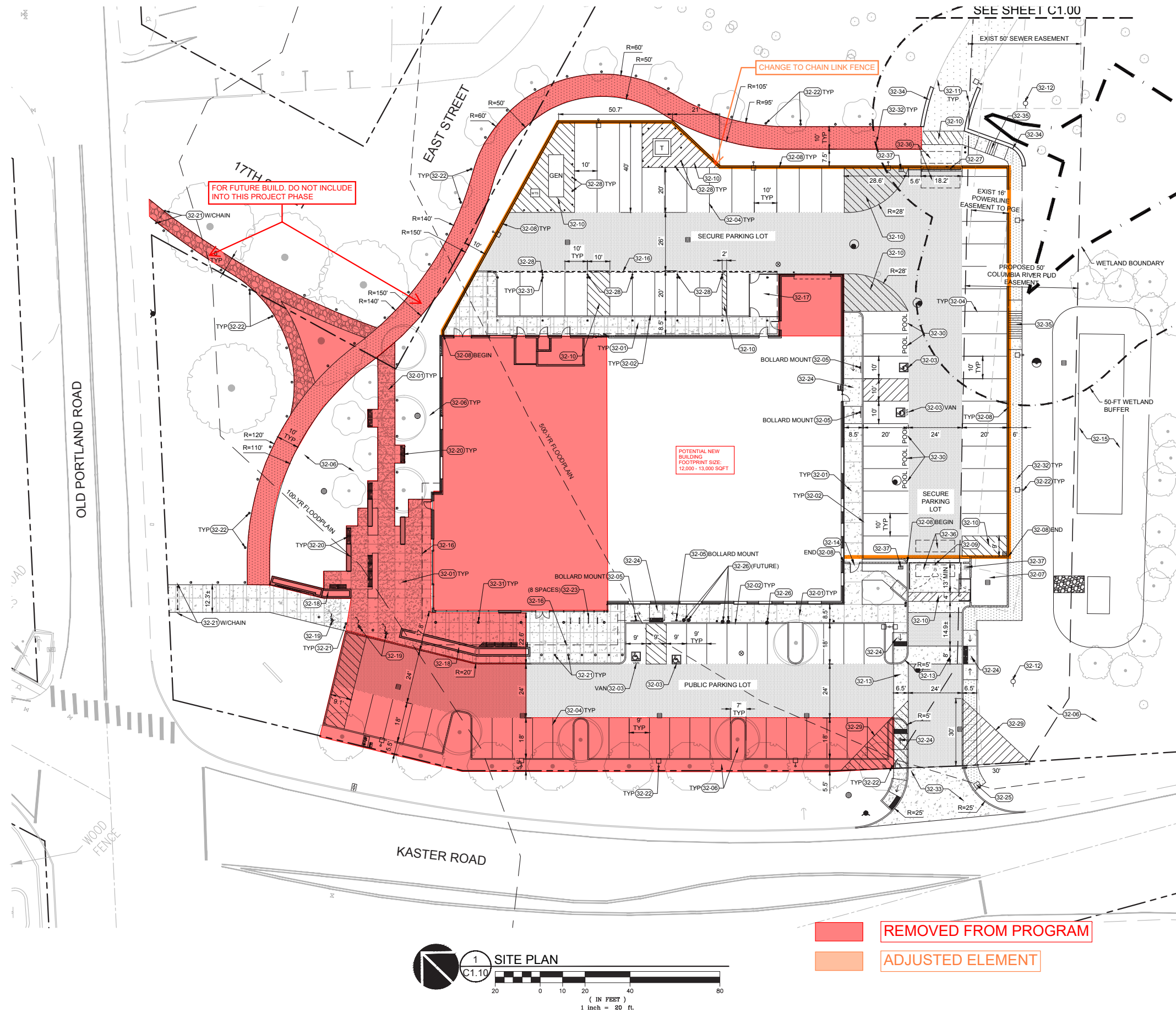
KEYNOTES	
32-01	SIDEWALK
32-02	VERTICAL CURB
32-03	ACCESSIBLE PARKING STALL
32-04	PARKING STALL STRIPING
32-05	WHEEL STOP
32-06	LANDSCAPE AREA
32-07	TRASH ENCLOSURE
32-08	SECURITY WALL
32-09	SECURITY GATE
32-10	LOADING ZONE
32-11	EMERGENCY VEHICLE ROAD





ST. HELENS PUBLIC SAFETY BUILDING + CONSTRUCTION SCHEDULE







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Client

CITY OF ST. HELENS
265 STRAND STREET
ST. HELENS, OR 97051



Project

**ST. HELENS
PUBLIC SAFETY
BUILDING**
OLD PORTLAND
ROAD AND KASTER
ROAD
ST. HELENS, OR 97051

PAE ENGINEERS
151 SW 1ST AVENUE
PORTLAND, OR 97204



pae-engineers.com

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REVISION SCHEDULE		
Delta	Issued As	Issue Date

SHEET TITLE:
FLOOR PLAN

DRAWN BY: E.W. VMD
CHECKED BY: ANL
SHEET

A1.10

JOB NO. **2210310.00**

CONSTRUCTION DOCUMENT SET **10/20/2022**
Autodesk Docs://2210310.00 - St. Helens Public Safety Building/210-StHelensPD-V22-0.rvt 10/20/2022 5:46:37 PM 1/8" = 1'-0"

GENERAL NOTES

- A. SEE ARCHITECTURAL GENERAL NOTES ON A0.01 FOR ADDITIONAL INFORMATION
- B. SEE A0.02 FOR WALL TYPES
- C. SEE A6.12 FOR FINISH SCHEDULE
- D. SEE A6.14 FOR INTERIOR GLAZING SCHEDULE
- E. SEE FINISH PLAN FOR CASEWORK AND RELATED FINISH INFORMATION
- F. ALL PENETRATIONS IN THE WALL INCLUDING OUTLETS, DUCTS AND PIPING SHOULD BE CAULKED AIRTIGHT WITH ACOUSTICAL SEALANT.
- G. PAINT ALL EXPOSED STEEL TO P-11

CHANGE ALL STRUCTURE TO STEEL

PLACE CONEX BOX AT EXTERIOR/SECURE
PARKING IN LIEU OF EVIDENCE VEHICLE 145

KEYNOTES

- 00-01 ROOF LINE ABOVE
- 00-02 CANOPY LINE ABOVE. SEE CANOPY DETAIL SHEET FOR EXTENTS
- 00-03 CARPORT ROOF ABOVE (FULLY SPRINKLERED)
- 05-01 METAL WALL MOUNT RACK FOR BICYCLE STORAGE
- 05-02 METAL BOLLARDS, REFER TO 10C5.10
- 05-07 PARTIAL HEIGHT WALL FROM AFF TO 4'-0". 3 5/8" METAL STUD + GYP BD ON EACH SIDE OF METAL STUD
- 05-08 1'-0" WIDE PARTIAL HEIGHT WALL FROM AFF TO 4'-0"
- 05-09 1'-0" WIDE PARTIAL HEIGHT WALL FROM AFF TO 4'-0", WITH (2) 12"W X 8'D RECESSED POCKETS FOR FLAG POST
- 05-14 KANE FENCE. GO TO 8'-0" AFF
- 06-05 +10" AFF PLATFORM. COORDINATE EXTENTS WITH FIXED DIAS
- 06-21 FIXED DIAS BY OTHERS. COORDINATE WITH FURNITURE VENDOR AND OWNER. RECEIVE WD-1, OFC
- 07-01 METAL DOWNSPOUT - FINISH: ANODIZED DARK BRONZE
- 07-09 COORDINATE OVERHEAD DOOR ROUGH OPENING AT SLABE WITH EXTERIOR CIVIL GRADE
- 08-10 GO TO COORDINATE NANAWALL DRAIN TUBE WITH STORM CONNECTION PER MFR REQ.
- 10-01 INSTALL PAPER TOWEL DISPENSER PTD-1 AND AUTOMATIC SOAP DISPENSER SD-1 ABOVE SINK WHERE INDICATED. COORDINATE FINAL LOCATION WITH OWNER, OFC
- 10-06 RECESS KNOX BOX - CONTRACTOR TO COORDINATE EXACT LOCATION W/ FIRE MARSHALL PRIOR TO INSTALLATION
- 10-08 FIREARM DISCHARGE STATION, OFC
- 10-22 BOOT BRUSH
- 10-23 HOSE REEL. HANG FROM UNDER CARPORT ROOF
- 11-31 DEMOUNTABLE WALL SYSTEM WITH INTEGRATED DOORS, OFC
- 12-04 BENCH WITH CLIFF RINGS PER SPEC. COORDINATE FINAL LOCATION WITH OWNER AND FURNITURE
- 21-01 FIRE RISER. SEE PLUMBING FOR ADDITIONAL INFORMATION
- 22-02 SINK. SEE PLUMBING
- 22-03 COUNTER TOP EYE WASH STATION MOUNTED TO SINK. SEE PLUMBING FOR DETAIL
- 22-10 TRENCH DRAIN - SEE PLUMBING AND STRUCT
- 22-15 AIR COMPRESSOR. SEE PLUMBING
- 27-01 911 EMERGENCY PHONE. SEE TECHNOLOGY
- 32-01 8' CHAIN LINK FENCE WITH LID. SEE CIVIL 9C5.10

LEGEND

- KEYNOTE
- GRIDLINE
- 2HR RATED INTERIOR PARTITION, REF A0.02 AND TAG FOR SPECIFICS.
- FLOOR DRAIN
- CONTROL JOINT, 15A0.03

HIGH PRIORITY TO ADD BACK

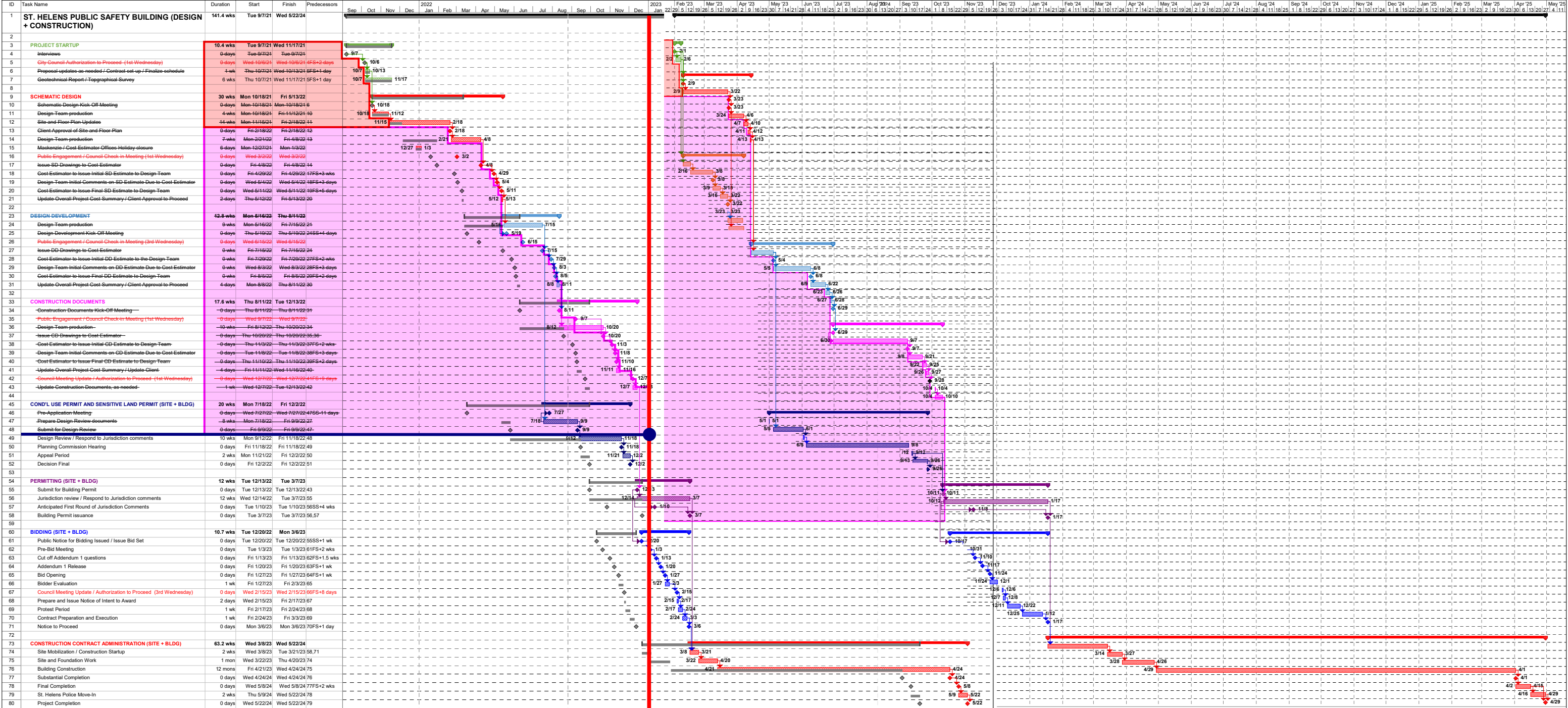
LOW PRIORITY TO ADD BACK

REMOVED FROM PROGRAM

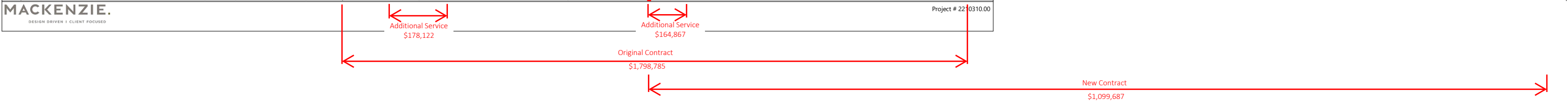
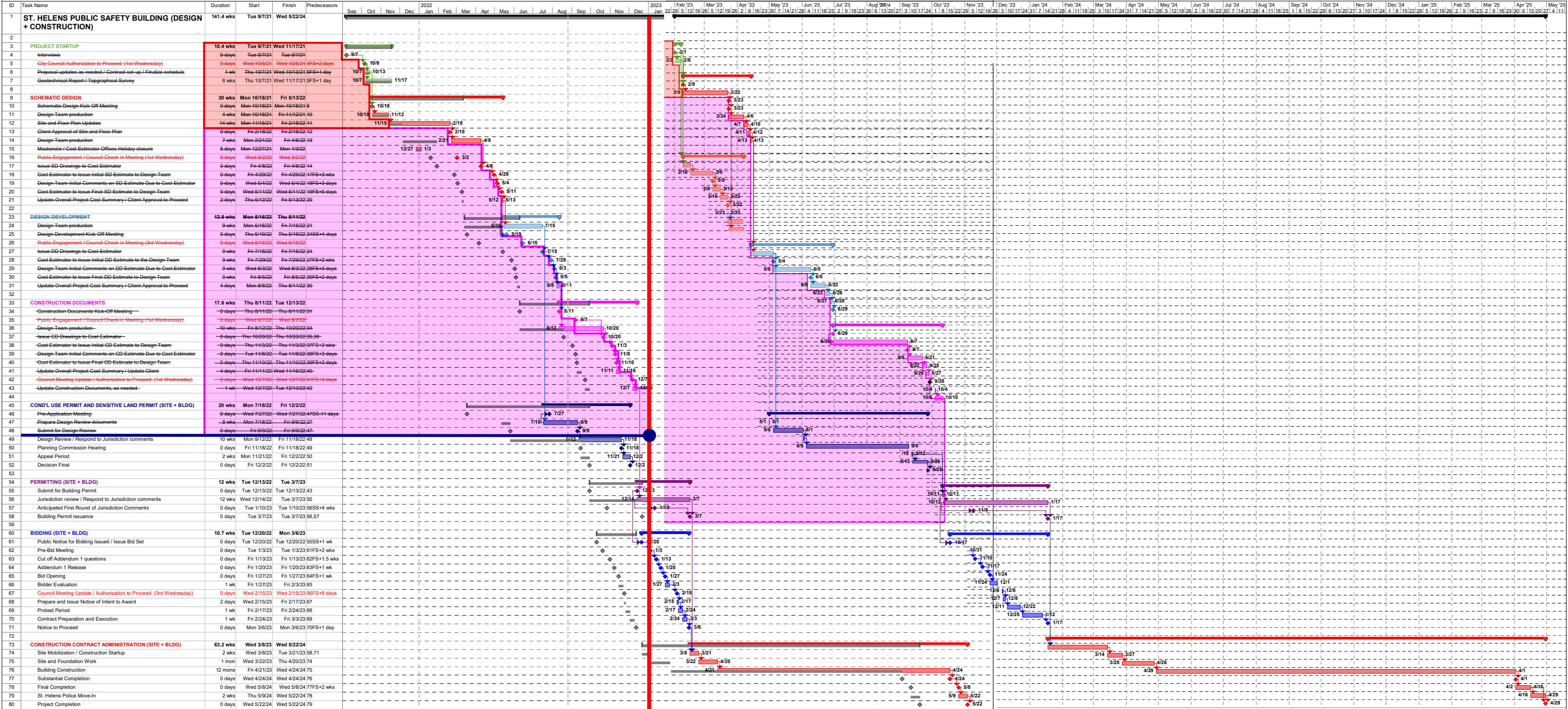


FLOOR PLAN
1/8" = 1'-0"

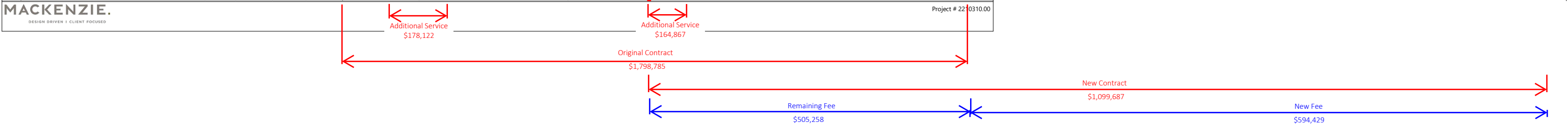
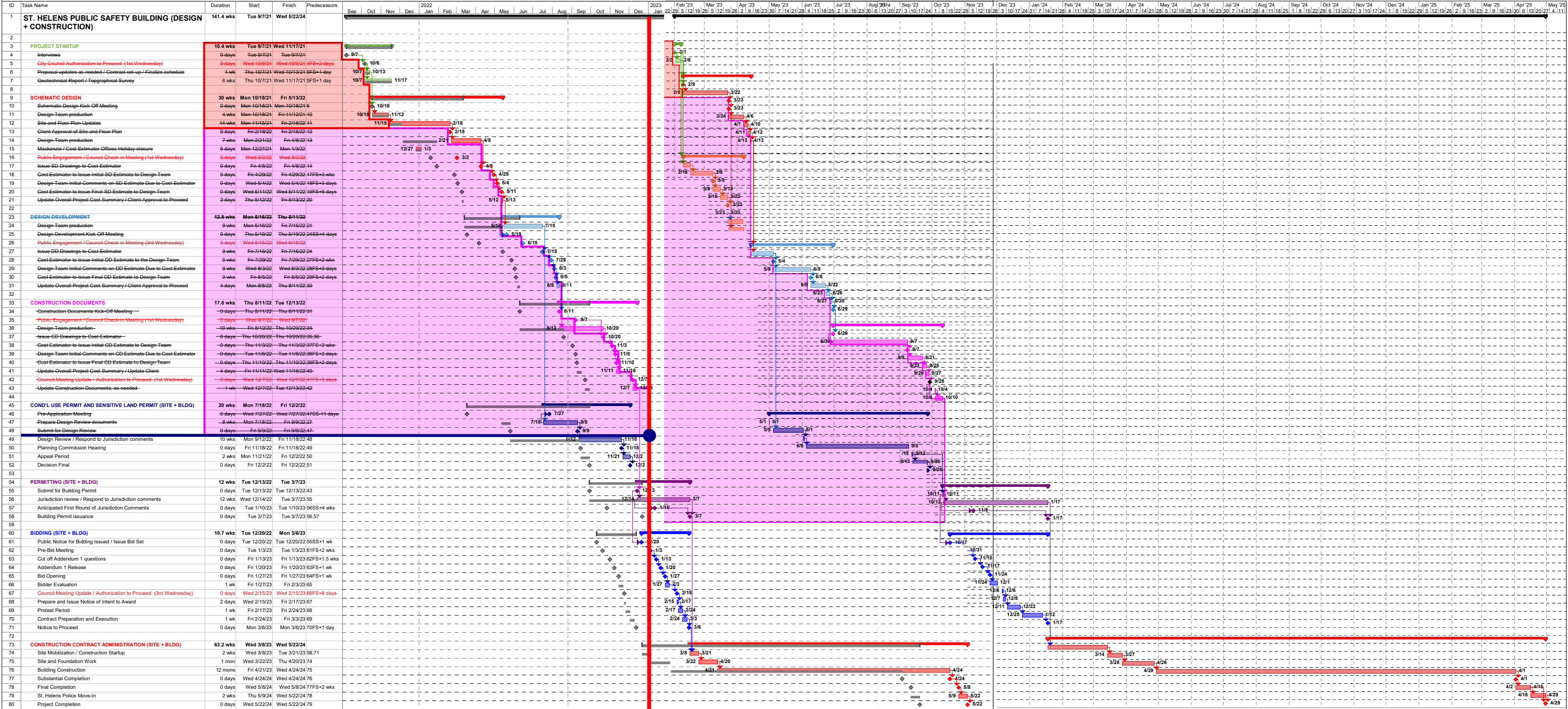
ST. HELENS PUBLIC SAFETY BUILDING + CONSTRUCTION SCHEDULE
AUGUST 26, 2022



ST. HELENS PUBLIC SAFETY BUILDING + CONSTRUCTION SCHEDULE
AUGUST 26, 2022



ST. HELENS PUBLIC SAFETY BUILDING + CONSTRUCTION SCHEDULE
AUGUST 26, 2022



	Contract	Remaining		Required
Schematic Design	\$364,282	\$0		\$164,687
Design Development	\$441,579	\$0		\$265,000
Construction Documents	\$521,361	\$33,696		\$275,000
Permitting	\$52,484	\$52,484		\$40,000
Bid Assistance	\$41,757	\$41,757		\$30,000
Construction Contract Administration	\$377,328	\$377,328		\$325,000
	\$1,798,785	\$505,258		\$1,099,687
	Current Request			\$164,687
	Total Projected Need			\$1,099,687 (Required)
				(\$505,258) (Remaining)
				\$594,429 (Total New Add)

Q & A



Memorandum

To: Mayor and City Council

From: John Walsh, City Administrator

Subject: **Administration & Community Development Dept. Report**

Date: February 1, 2023

Planning Division Report attached.

Business Licenses Report attached.

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



To: City Council
From: Jacob A. Graichen, AICP, City Planner
cc: Planning Commission

Date: 01.24.2023

This report does not indicate all *current planning* activities over the past report period. These are tasks, processing and administration of the Development Code which are a weekly if not daily responsibility. The Planning Commission agenda, available on the City's website, is a good indicator of *current planning* activities. The number of building permits issued is another good indicator as many require Development Code review prior to Building Official review.

ASSOCIATE PLANNER/PROJECT MANAGER—*In addition to routine tasks, the Associate Planner/Community Development Project Manager has been working on: See attached.*

PLANNING ADMINISTRATION—PREAPPLICATIONS MEETINGS

Had a preliminary Q&A meeting for potential improvements to the old (original) courthouse. County will likely receive money from the state (judicial funds) for state court related improvements. We'll probably know more around May. Could be \$2 – 4 million.

Conducted a pre-application meeting for a potential mixed-use development (apartments + some commercial space) on the corner of N. 6th Street/Columbia Boulevard. The Planning Commission approved a six-lot subdivision for the same property in 2020, but the owner/developer did not pursue that.

PLANNING ADMINISTRATION—MISC.

Prepared legal descriptions for the two annexation applications received in 2022. I started working on one of them in May 2022, but these are more involved (sometimes this is a quick and easy exercise, but not this time), and more time than usual was needed to prepare these. Thank you for the holiday season to get ahead on stuff like this. This is a necessary early step for annexations due to how we need to notify the State Department of Revenue and the County. Anticipating public hearings for these sometime in first half of this year.

Worked with the Assessor on an address issue on the 500 block of S. 8th Street that city utility billing staff discovered. Teamwork!

Some city staff met with our new DLCD representative-Laura Kelly-this month. Since I started in 2007, this would be our third DLCD rep.

DEVELOPMENT CODE ENFORCEMENT

Despite communication suggesting otherwise (see last entry in the November 2022 report), the ACSP / Orgrotech folks at 1400 Kaster did not move a shed placed within a public utility easement by the Jan 1st deadline. Though, it's probably too late (the marijuana production licenses are probably already sold), I asked OLCC to rescind all Land Use Compatibility Statements associated with the Site Design Review that approved the proposed sheds.

At the very end of December, staff sent an enforcement letter to a property owner along Old Portland Road and S. 11th Street for unpermitted buildings unquestionably visible from Old Portland Road. Both planning and building staff have had productive conversations with the owner, and I don't anticipate this being a case that drags on or results in great disappointment from the owner.

A recently approved grade/fill permit moved beyond its approved boundary and onto the city's Columbia Botanical Gardens Park property. Property owner remedied the situation, though some impact is still evident, but just on the perimeter of the park.



Above: SE corner of the Botanical Gardens property on Jan. 13, 2023.



Below: Same area on January 24, 2023. You can see how fill material has been pulled back off of the city park property.

PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

January 11, 2023 meeting (outcome): *As the Historic Landmarks Commission*, the Commission reviewed and provided recommendations for the proposed buildings (stage and covered area) associated with the Columbia View Park expansion and improvements. They also discussed the upcoming Certified Local Government Historic Preservation Grant Program.

After extensive discussion and multiple motions, the Commission determined that Steve Toschi be Chair and Dan Cary be Vice Chair.

The Commission formerly acknowledge Steve Toschi, Charles Castner, and Ginny Carlson for Planning Commission representation on the HB3115 (et. al.) task force.

The Commission decided to add architectural standards to its list of proactive items. Some other proposed items were discussed briefly, with the discussion tabled to February given the length the meeting (6pm to 10:30pm).

February 16, 2023 meeting (upcoming): Several agenda items are in store for February, though no formal public hearings. Items include but may not be limited to: practical councilor liaison attendance discussion, discussion about future vision discussions, continuation of the proposed proactive discussions from last month, and recommendations for the city's "bluff property" just east of the Middle School grounds.

As the Historic Landmarks Commission, they will consider proposed changes to the Dockside restaurant that was recently purchased by Crooked Creek Brewery.

COUNCIL ACTIONS RELATED TO LAND USE

At their January 18, 2023 meeting, the Council approved a motion to initiate vacation of right-of-way that more-or-less in the middle of the bluff. Staff also presented proposed right-of-way dedication.

Note! This has been on the to-do list for years. When I started working on this in December it was the first time in several years where I was able to be proactive about the next task, rather than reacting to something.

Jacob Graichen

From: Jennifer Dimsho
Sent: Monday, January 23, 2023 9:48 AM
To: Jacob Graichen
Subject: January Planning Department Report

Here are my additions to the January Planning Department Report.

GRANTS

1. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Culvert project (County) will be a separate project than the sidewalks project. Construction in Spring/Summer 2023. Amendment approved to push completion deadline from November 2022 to February 2024. Project cost estimates came in x3 what we budgeted for the project. Bid openings were on 12/15 and there were TEN contractors who bid and the lowest bid was over 400k less than the project estimate, which means that with some additional County contributions, we can move forward with construction for this project! Amazing outcome for this project which we thought was going to be scrapped due to cost escalations. Received our 2nd reimbursement request which covers 100% design/engineering.
2. **Business Oregon – Infrastructure Finance Authority** – Loan Contract documents finalized for streets/utilities construction and Riverwalk project not covered by OPRD grants. Will submit first reimbursement once design work is complete for Riverwalk project.
3. **Riverwalk Project (OPRD Grants x2)** – 90% design received. 90% cost estimates received on 1/23. PC recommended approval of stage/pavilion with conditions on 1/10. 90% comment review TAC meeting is on 1/25. Working with Wauna Credit Union contact to confirm signage and then will issue sign permit. Coordinated meeting with Building Official to discuss all permits required and their review time frames. Coordinated internal meeting with the Engineering Dept. to discuss project and construction management roles & responsibilities between departments and contractors. Councilor Sundeen expressed interest in renovating the warrior rock lighthouse replica using in-house facilities staff. Assisting with him with this process of implementation/coordination with NOAA, County, City, Riverwalk, etc.
4. **Oregon Community Paths Program** – Prepared grant application narrative, timeline, and scope of work. Application was due Jan 31, 2023. Project will fund an off-street trail refinement project (30% design) from St. Helens to Scappoose. Grant ask is around 300k and a 10% cash match is required. Worked with Scappoose and the County to get letters of support and cash commitments to split the cash commitment between the 3 communities.
5. **Community Development Block Grants (CDBG)** – Began reviewing preliminary method of distribution for future Spring 2023 application which would fund engineering/design for our at-capacity sewer infrastructure. Worked on scheduling a required pre-app meeting with the CDBG coordinator.
6. **Certified Local Government Historic Preservation Grant Program** – Submitted our application for 15k to fund the pass-through grant program, as discussed during the Jan PC meeting. Awards will come in April.
7. **DLCD Technical Assistance Program** – Grant cycle will likely open in August and closes in October. Coordinated meet'n'greet with our new DLCD region rep and did a tour of St. Helens. Regional Rep thinks our 2008/2009 Economic Opportunities Analysis update will be a great candidate for funding. Scheduled a meeting with Scappoose Planning Director Laurie Oliver Feb to discuss the EOA update Scappoose just completed with economic consulting firm EcoNW. Working on refining our EOA update scope by learning about other communities' processes and updates.
8. **Veterans Memorial Grant Program** - VFW is working on a flag/monument expansion at the McCormick Park veterans memorial. SHPO offers veterans memorial grants and I spoke with the coordinator to determine that this would be eligible for funding. Grant is due March 31. Coordinated a meeting with LCE, the VFW, and Councilor Sundeen to determine scope/budget/timeline for a grant application to the program.

9. **Riverfront Streets/Utilities Project** – Construction contract granted to Moore Excavation. Attending weekly check-ins to stay in tune with project schedule and any construction delays/issues. Met with NW Natural to discuss gas line extension onto property.
10. **1st/Strand Undergrounding Utilities** – RFP closed on 11/1. Only 1 proposal received. Selection Committee recommended a new solicitation process for an electrical engineer to complete design work so that we can bid the design work out, instead of an RFP process. Engineering Dept working with electrical engineer directly to scope the project.
11. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design** – 30% design for Phase I infrastructure & permitting/grading work for Phase II with Mackenzie. Pre-application meeting held on 10/13 to discuss applications needed for PGE parcellation and new sub-station. Mackenzie revised footprint to accommodate feedback from Cascades regarding use of the existing mill buildings. PGE said no further reduction in size is possible for the sub-station, so we are moving forward with design as presented.
12. **Utility Billing/Bennett Building cornice** – Pacific stainless prepared a mockup of the new cornice to be installed. Waiting for full fabrication. In-house installation will occur after fabricated.
13. **US Census Boundary & Annexation Survey** – Surveys went out to confirm 2021 submissions and to prepare us for 2022 submissions. Looks like we will have 3 annexations to report which were processed in 2022 (Due March 1).
14. **Safety Committee** – Serving as a member replacing Mike beginning in January. Conducted my first quarterly safety inspections of UB/Court & City Hall buildings.

Jenny Dimsho, AICP
Associate Planner / Community Development Project Manager
City of St. Helens
(503) 366-8207
jdimsho@sthelensoregon.gov

PACKET: 00478 License Packet 1-6-23 Approvals
 SEQUENCE: License #

Signature: *Jul*Date: *1-6-23*

Item #5.

ID	PERIOD	-----NAME-----	LICENSE CODE	BALANCE
00054	8/22/22- 8/22/23	ROAD END DESIGN	2NDHAND 2ND HAND DEALER/PAWN	0.00
00095	11/20/22-11/20/23	Columbia Veterinary Clinic	VET VETERINARY	0.00
00104	1/01/22- 1/01/23	LIBERTY BOOKKEEPING & TAX	ACCOUNT ACCOUNTING	0.00
00115	1/02/23- 1/02/24	SUNSET EQUIPMENT	RETFARM RETAIL - FARM&GARDEN	0.00
00117	1/02/23- 1/02/24	SCANDALOUS HAIR DESIGN	BEAUTYSH BEAUTY/BARBER SHOP	0.00
00119	1/02/23- 1/02/24	SANDY'S BARBER SHOP	BEAUTYSH BEAUTY/BARBER SHOP	0.00
00121	1/02/23- 1/02/24	*NW ALL IN ONE CONSTRUCTION LL	CONTGEN CONTRACTOR-GENERAL	0.00
00126	1/02/23- 1/02/24	SELIX CABINETS INC	CABINETS CABINETS	0.00
00127	1/02/23- 1/02/24	UPS INC.	DELIVERY DELIVERY SERVICE	0.00
00130	1/02/23- 1/02/24	HEATHER EPPERLY AGENCY INC	MISC MISCELLANEOUS	0.00
00137	1/02/23- 1/02/24	JAVALATION	CATER CATERING/MISC FOOD E	0.00
00140	1/02/23- 1/02/24	*CAMARENA HOUSECLEANING	HOUSECLE HOUSECLEANING	0.00
00146	1/02/23- 1/02/24	*A+ ENGRAVING LLC	RETVARI RETAIL - VARIETY	0.00
00147	1/02/23- 1/02/24	ST HELENS TANNING/BODY SCULPT	TANNING TANNING SALON	0.00
00154	1/02/23- 1/02/24	FANCY NAILS BY CINDY	BEAUTYSH BEAUTY/BARBER SHOP	0.00
00157	1/01/23- 1/01/24	PACIFIC STAINLESS PRODUCTS	MANUF MANUFACTURING	0.00
00164	2/02/23- 2/02/24	RENT-A-CENTER #2915	RETFURN RETAIL - FURNITURE	0.00
00170	1/02/23- 1/02/24	YOGA YOUNION LLC	PHYSFIT PHYSICAL FITNESS	0.00
00173	1/02/23- 1/02/24	SHERLOCKS GROCERY	GROCERY GROCERY	0.00
00174	1/01/22- 1/01/23	ORPET INC	MANUF MANUFACTURING	0.00
00180	1/02/23- 1/02/24	*AUTOMOTIVE SERVICES	AUTO AUTO REPAIR	0.00
00181	1/02/23- 1/02/24	*SIMPLY THE BEST CLEANING SERV	JANITOR JANITORIAL SERVICES	0.00
00199	1/02/23- 1/02/24	WELL WITHIN ACUPUNCTURE	HEALTHCA HEALTH CARE CENTER	0.00
00208	1/01/23- 1/01/24	AMERICAN TIRE INC	WHOLESA WHOLESALE	0.00
00209	1/02/23- 1/02/24	K & B STORAGE	STORAGE STORAGE UNITS	0.00
00211	1/02/23- 1/02/24	NOI THAI KITCHEN	RESTAURA RESTAURANT	0.00
00213	1/02/23- 1/02/24	HACIENDA LAS JUANITS MEXICAN	RESTAURA RESTAURANT	0.00
00214	1/02/23- 1/02/24	GORDON FAMILY PLUMBING LLC	CONTPLUM CONTRACTOR-PLUMBING	0.00
00221	1/02/23- 1/02/24	TAP INTO WINE LLC	RETAIL RETAIL	0.00
00234	1/02/23- 1/02/24	*BELOW ZERO	FOODCART FOOD TRUCK	0.00
00238	1/02/23- 1/02/24	DOCKSIDE STEAK & PASTA	RESTAURA RESTAURANT	0.00
00240	1/02/23- 1/02/24	*NW PUGS	DOG-BREE DOG BREEDING	0.00
00244	1/02/23- 1/02/24	MCMULLEN WATER SYSTEMS INC.	CONTMISC CONTRACTOR-MISC.	0.00
00251	1/02/23- 1/02/24	COLUMBIA RIVER AUTO GLAS LLC	AUTO AUTO REPAIR	0.00
00253	1/02/23- 1/02/24	OREGON COL COUNTY HARDWARE LLC	HARDWARE HARDWARE	0.00
00255	1/02/23- 1/02/24	JLJ EARTHMOVERS LLC	CONTGEN CONTRACTOR-GENERAL	0.00
00261	1/02/23- 1/02/24	DRAKES TOWING & RECOVERY	AUTOTOW AUTO TOWING/WRECKING	0.00
00275	1/02/23- 1/02/24	PLYMOUTH PUB	RESTAURA RESTAURANT	0.00
00276	1/02/23- 1/02/24	ABSOLUTLY U	BEAUTYSH BEAUTY/BARBER SHOP	0.00
00277	1/02/23- 1/02/24	GENOA HEALTHCARE	PHARMACY PHARMACY	0.00
00280	1/02/23- 1/02/24	O'NAMMY'S	RESTAURA RESTAURANT	0.00
00282	1/02/23- 1/02/24	THE JANE GARCIA TEAM	REALEST REAL ESTATE	0.00
00284	1/02/23- 1/02/24	COLUMBIA COUNTY BISTRO LLC	RESTAURA RESTAURANT	0.00
00285	1/02/23- 1/02/24	ROYALTY PRODUCTS LLC	STORAGE STORAGE UNITS	0.00
00294	1/02/23- 1/02/24	COL. CO. HABITAT FOR HUMANITY	CONTGEN CONTRACTOR-GENERAL	0.00
00296	1/02/23- 1/02/24	EMMERT AUTO GLASS	GLASS GLASS	0.00
00297	1/02/23- 1/02/24	AVAMERE AT ST. HELENS	ASSTLIVE ASSISTED LIVING FACI	0.00
00301	1/07/22- 1/07/23	JUSTICE ALLICANCE COL CNTY LLC	LAW LAW OFFICES	0.00
00315	2/02/23- 2/02/24	PRNS ST HELENS DIALYSIS	PHYSICIA PHYSICIAN/HEALTH CAR	0.00
00329	2/02/23- 2/02/24	GINGER FARGHER	2NDHAND 2ND HAND DEALER/PAWN	0.00

ID	PERIOD	-----NAME-----	LICENSE CODE	BALANCE
00337	2/02/23- 2/02/24	TFT CONSTRUCTION INC	CONTGEN CONTRACTOR-GENERAL	0.00
00345	2/02/23- 2/02/24	SCAPPOOSE SAND AND GRAVEL CO	DELIVERY DELIVERY SERVICE	0.00
00357	2/02/23- 2/02/24	FIBER TECH CARPET/UPHOL CLNG	CARPET CARPETS/FLOORING/DRA	0.00
00360	2/02/23- 2/02/24	WETLAND SOLUTIONS NORTHWEST	CONSULT CONSULTING	0.00
00362	2/02/23- 2/02/24	*RAY'S MOBILE BIKE REPAIR	BIKEREPA BIKE REPAIR	0.00
00368	2/02/23- 2/02/24	JIM SEMLING-APARTMENTS	RENTAPT RENTAL - APARTMENTS	0.00
00369	2/02/23- 2/02/24	JIM SEMLING-COMMERCIAL RENTALS	RENTCOMM RENTAL - COMMERICAL	0.00
00371	2/02/23- 2/02/24	WAYNE MARTIN FLOOR COVERING IN	CARPET CARPETS/FLOORING/DRA	0.00
00372	2/02/23- 2/02/24	VANNATTA PETERSEN & ANDERSON	LAW LAW OFFICES	0.00
00373	2/02/23- 2/02/24	*TLH ENTERPRISES	TRANS TRANSPORTATION/TRAVE	0.00
00376	2/02/23- 2/02/24	A BETTER WAY MASSAGE LLC	MASSAGE MASSAGE	0.00
00377	2/02/23- 2/02/24	VINNIES CHICAGO SANDWHICH SHOP	RESTAURA RESTAURANT	0.00
00378	2/02/23- 2/02/24	EL TAPATIO RESTAURANT	RESTAURA RESTAURANT	0.00
00379	2/02/23- 2/02/24	KEN LEAHY CONSTRUCTION INC	CONTGEN CONTRACTOR-GENERAL	0.00
00383	2/02/23- 2/02/24	EMMERT CHEV BUICK PONTIAC INC	AUTOSALE AUTO SALES	0.00
00386	2/02/23- 2/02/24	CJ EATERIES LLC DBA LORI'S	RESTAURA RESTAURANT	0.00
00391	2/02/23- 2/02/24	*ISLAND IMPORTS	IMPORT IMPORT/MAIL ORDER/SA	0.00
00393	2/02/23- 2/02/24	BERTUCCI'S	RETGIFTS RETAIL - GIFTS/CRAFT	0.00
00394	2/02/23- 2/02/24	ORIENTAL CAFE	RESTAURA RESTAURANT	0.00
00395	2/02/23- 2/02/24	*KELL-CLEAN	CARPET CARPETS/FLOORING/DRA	0.00
00396	2/02/23- 2/02/24	WILLIAM P.E. MOORE-DMD/LLC	DENTAL DENTAL CARE	0.00
00401	2/02/23- 2/02/24	MARK'S CUSTOM EXTERIOR INC	CONTGEN CONTRACTOR-GENERAL	0.00
00404	2/02/23- 2/02/24	KNEELAND BROTHERS LLC	CONTGEN CONTRACTOR-GENERAL	0.00
00406	2/02/23- 2/02/24	ST HELENS AUTO PARTS	AUTOPART AUTO PARTS	0.00
00409	2/02/23- 2/02/24	MAX'S MOORAGE LLC	MARINA MARINA/REPAIR SVC	0.00
00410	2/02/23- 2/02/24	DILLARD'S MOORAGE LLC	MARINA MARINA/REPAIR SVC	0.00
00412	2/02/23- 2/02/24	*ST HELENS-SCAPPOOSE SEPTIC	SANITATI SANITATION	0.00
00413	2/02/23- 2/02/24	MARK J LANG-ATTORNEY AT LAW PC	LAW LAW OFFICES	0.00
00418	2/02/23- 2/02/24	J.H. KELLY LLC	CONTMECH CONTRACTOR-MECHANICA	0.00
00432	1/24/23- 1/24/24	I & E CONSTRUCTION INC	CONTGEN CONTRACTOR-GENERAL	0.00
00445	1/28/23- 1/28/24	LOY CLARK PIPELINE CO	CONTMISC CONTRACTOR-MISC.	0.00
00454	1/28/23- 1/28/24	FELTONS HEATING & COOLING INC	CONTMECH CONTRACTOR-MECHANICA	0.00
00463	1/28/23- 1/28/24	NORTHWEST CASCADE INC	CONTMISC CONTRACTOR-MISC.	0.00
00472	1/28/23- 1/28/24	ALPHA ENVIRONMENTAL SERVICES	CONSULT CONSULTING	0.00
00474	1/28/23- 1/28/24	CYGNUS HOME SERVICE LLC	SOLICIT SOLICITATIONS	0.00
00494	2/04/23- 2/04/24	PACIFIC NORTHERN ENVIRONMENTAL	CONTELEC CONTRACTOR-ELECTRICA	0.00
00496	2/04/23- 2/04/24	PROLINE PLUMBING & SEWER	CONTPLUM CONTRACTOR-PLUMBING	0.00
00497	2/04/23- 2/04/24	THE SANKOZ CORPORATION	CONTROOF CONTRACTOR-ROOFING	0.00
00498	2/04/23- 2/04/24	SAFEGUARD FIRE EXTINGUISHER SV	SALESERV SALES/SERVICE/MAINT	0.00
00499	2/04/23- 2/04/24	KNEZ INSULATION COMPANY LLC	CONTINSU CONTRACTOR-INSULATIO	0.00
00504	2/04/23- 2/04/24	CORNICE CONSTRUCTION LLC	CONTGEN CONTRACTOR-GENERAL	0.00
00519	2/06/23- 2/06/24	ROSE HEATING	CONTMECH CONTRACTOR-MECHANICA	0.00
00547	2/10/23- 2/10/24	RELEVANT BUILDING CO	CONTMISC CONTRACTOR-MISC.	0.00
00553	2/10/23- 2/10/24	KLS SURVEYING INC	SURVEY SURVEYOR	0.00
00558	2/11/23- 2/11/24	ACTION TECHNOLOGY SYSTEMS LLC	CONTMISC CONTRACTOR-MISC.	0.00
00561	2/11/23- 2/11/24	EC COMPANY	CONTELEC CONTRACTOR-ELECTRICA	0.00
00563	2/11/23- 2/11/24	COLBERT H CANNON	RENTRESI RENTAL - RESIDENTIAL	0.00
00576	2/12/23- 2/12/24	WAL-MART STORE #2422	2NDHAND 2ND HAND DEALER/PAWN	0.00
00580	2/19/23- 2/19/24	STANS REFRIGERATION & AC INC	CONTMECH CONTRACTOR-MECHANICA	0.00
00585	2/19/23- 2/19/24	C-2 UTILITY CONTRACTORS LLC	CONTMISC CONTRACTOR-MISC.	0.00

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SEQUENCE: License #

ID	PERIOD	NAME	LICENSE CODE	BALANCE
00594	2/19/23- 2/19/24	PYE-BARKER FIRE SAFETY LLC	CONTMISC CONTRACTOR-MISC.	0.00
00597	2/19/23- 2/19/24	PACIFIC NORTHWEST HVAC INC	CONTMECH CONTRACTOR-MECHANICA	0.00
00598	2/19/23- 2/19/24	STEEL APARTMENTS CURNUTT	RENTAPT RENTAL - APARTMENTS	0.00
00599	2/19/23- 2/19/24	ROBERT TRACEY RENTALS	RENTRESI RENTAL - RESIDENTIAL	0.00
00600	2/19/23- 2/19/24	*MENTAL HAPPINESS	ORGANIZE ORGANIZING SERVICES/	0.00
00602	2/19/23- 2/19/24	DANGS LITTLE DRAGON	FOODCART FOOD TRUCK	0.00
00604	2/19/23- 2/19/24	ST HELENS EYECARE SPECIALISTS	OPTOMETR OPTOMETRY	0.00
00610	2/19/23- 2/19/24	LAUTT RENTALS	RENTRESI RENTAL - RESIDENTIAL	0.00
00611	2/19/23- 2/19/24	JILLSON INVESTMENTS	RESTAURA RESTAURANT	0.00
00613	2/19/23- 2/19/24	CLARKE TOM & DEBBIE	RENTRESI RENTAL - RESIDENTIAL	0.00
00615	2/19/23- 2/19/24	SANDERS SERVICES	MARINA MARINA/REPAIR SVC	0.00
00620	2/19/23- 2/19/24	A ACTION APPLICANCE & HEATING	CONTMECH CONTRACTOR-MECHANICA	0.00
00625	2/20/23- 2/20/24	GREAT FLOORS LLC	CONTMISC CONTRACTOR-MISC.	0.00
00627	2/20/23- 2/20/24	RAWHIDE ELECTRIC SERVICES LLC	CONTELEC CONTRACTOR-ELECTRICA	0.00
00629	2/24/23- 2/24/24	SWEET RELIEF ST HELENS	MARIJUAN MARIJUANA	0.00
00634	2/25/23- 2/25/24	OGAN INC RES RENTALS	RENTRESI RENTAL - RESIDENTIAL	0.00
00635	2/25/23- 2/25/24	KOZY KORNER RESTAURANT LOUNGE	RESTAURA RESTAURANT	0.00
00636	2/24/23- 2/24/24	HUBBARD CONSTRUCTION CORP	CONTGEN CONTRACTOR-GENERAL	0.00
00638	2/25/23- 2/25/24	MASON BRUCE & GIRARD INC	MISC MISCELLANEOUS	0.00
00639	2/25/23- 2/25/24	TP FREIGHT LINES INC	TRANS TRANSPORTATION/TRAVE	0.00
00642	2/26/23- 2/26/24	SHARP BONNIE & BEN	RENTCOMM RENTAL - COMMERICAL	0.00
00647	2/26/23- 2/26/24	OREGON INTERIORS INC	CONTGEN CONTRACTOR-GENERAL	0.00
00652	2/27/23- 2/27/24	DAVID EVAN & ASSOCIATES INC	ENG ENGINEERING	0.00
00653	2/27/23- 2/27/24	PARR LUMBER COMPANY	DELIVERY DELIVERY SERVICE	0.00
00654	2/27/23- 2/27/24	GB MANCHESTER INC	CONTELEC CONTRACTOR-ELECTRICA	0.00
00657	2/27/23- 2/27/24	COMPASS LAND SURVEYORS	SURVEY SURVEYOR	0.00
00658	2/27/23- 2/27/24	EUGENE WELDER'S SUPPLY CO INC	MISC MISCELLANEOUS	0.00
00663	2/27/23- 2/27/24	RAYMOND BELL	RENTRESI RENTAL - RESIDENTIAL	0.00
00664	2/28/23- 2/28/24	VANNATTA & PETERSEN (COMM RENT	RENTCOMM RENTAL - COMMERICAL	0.00
00665	2/28/23- 2/28/24	NOB HILL RIVERVIEW	RENTRESI RENTAL - RESIDENTIAL	0.00
00866	2/25/23- 2/25/24	OGAN INC. (COMM. RENTALS)	RENTCOMM RENTAL - COMMERICAL	0.00
00924	5/22/23- 5/22/24	GALE CONTRACTOR SERVICES	CONTINSU CONTRACTOR-INSULATIO	0.00
00955	2/02/23- 2/02/24	CHRISTINA'S CHEST	2NDHAND 2ND HAND DEALER/PAWN	0.00
00968	8/18/22- 8/18/23	*SP TECH	MISC MISCELLANEOUS	0.00
01000	11/06/22-11/06/23	INFUSIONS & INJECTIONS	PHYSICIA PHYSICIAN/HEALTH CAR	0.00
01003	11/09/22-11/09/23	MING SURVEYORS, INC.	SURVEY SURVEYOR	0.00
01004	11/09/22-11/09/23	HOFFMAN STRUCTURES, INC.	CONTCONC CONTRACTOR-CONCRETE	0.00
01005	11/09/22-11/09/23	HOFFMAN SPECIALITY CONTRACTING	CONTSHEE CONTRACTOR-SHEETROCK	0.00
01006	11/09/22-11/09/23	HOFFMAN CONSTRUCTION COMPANY	CONTGEN CONTRACTOR-GENERAL	0.00
01008	11/18/22-11/18/23	*CRYSTAL WHIMSY	RETJEWEL RETAIL - JEWELRY	0.00
01010	11/24/22-11/24/23	JEREMYS QUALITY CONSTRUCTION	CONTGEN CONTRACTOR-GENERAL	0.00
01013	12/04/22-12/04/23	*SMARTS N ARTS CHILDCARE LLC	CHILDCAR CHILD CARE	0.00
01157	11/29/22-11/29/23	LONGHORN GEOMETRICS LIMITED	CONTMISC CONTRACTOR-MISC.	0.00
01158	12/05/22-12/05/23	BROTHERS CONCRETE CUTTING, INC	CONTCONC CONTRACTOR-CONCRETE	0.00
01159	12/08/22-12/08/23	GMP CONSULTANTS	EMPSVCS EMPLOYMENT SERVICES	0.00
01160	12/19/22-12/19/23	BRENT WOODWARD, INC	EXCAV EXCAVATION	0.00
01162	12/21/22-12/21/23	ASPLUNDH TREE EXPERT, LLC	TREES TREES	0.00
01170	1/05/23- 7/05/23	ADVANCED EXCAVATING SPECIALIST	7 DAY 6 MONTH LICENSE	0.00

LICENSE CODE		TOTAL	BALANCE
2NDHAND	2ND HAND DEALER/PAWN	4	0.00
7 DAY	6 MONTH LICENSE	1	0.00
ACCOUNT	ACCOUNTING	1	0.00
ASSTLIVE	ASSISTED LIVING FACI	1	0.00
AUTO	AUTO REPAIR	2	0.00
AUTOPART	AUTO PARTS	1	0.00
AUTOSALE	AUTO SALES	1	0.00
AUTOTOW	AUTO TOWING/WRECKING	1	0.00
BEAUTYSH	BEAUTY/BARBER SHOP	4	0.00
BIKEREPA	BIKE REPAIR	1	0.00
CABINETS	CABINETS	1	0.00
CARPET	CARPETS/FLOORING/DRA	3	0.00
CATER	CATERING/MISC FOOD E	1	0.00
CHILDCAR	CHILD CARE	1	0.00
CONSULT	CONSULTING	2	0.00
CONTCNC	CONTRACTOR-CONCRETE	2	0.00
CONTELEC	CONTRACTOR-ELECTRICA	4	0.00
CONTGEN	CONTRACTOR-GENERAL	13	0.00
CONTINSU	CONTRACTOR-INSULATIO	2	0.00
CONTMECH	CONTRACTOR-MECHANICA	6	0.00
CONTMISC	CONTRACTOR-MISC.	9	0.00
CONTPLUM	CONTRACTOR-PLUMBING	2	0.00
CONTROOF	CONTRACTOR-ROOFING	1	0.00
CONTSHEE	CONTRACTOR-SHEETROCK	1	0.00
DELIVERY	DELIVERY SERVICE	3	0.00
DENTAL	DENTAL CARE	1	0.00
DOG-BREE	DOG BREEDING	1	0.00
EMPSVCS	EMPLOYMENT SERVICES	1	0.00
ENG	ENGINEERING	1	0.00
EXCAV	EXCAVATION	1	0.00
FOODCART	FOOD TRUCK	2	0.00
GLASS	GLASS	1	0.00
GROCERY	GROCERY	1	0.00
HARDWARE	HARDWARE	1	0.00
HEALTHCA	HEALTH CARE CENTER	1	0.00
HOUSECLE	HOUSECLEANING	1	0.00
IMPORT	IMPORT/MAIL ORDER/SA	1	0.00
JANITOR	JANITORIAL SERVICES	1	0.00
LAW	LAW OFFICES	3	0.00
MANUF	MANUFACTURING	2	0.00
MARIJUAN	MARIJUANA	1	0.00
MARINA	MARINA/REPAIR SVC	3	0.00
MASSAGE	MASSAGE	1	0.00
MISC	MISCELLANEOUS	4	0.00
OPTOMETR	OPTOMETRY	1	0.00
ORGANIZE	ORGANIZING SERVICES/	1	0.00
PHARMACY	PHARMACY	1	0.00
PHYSFIT	PHYSICAL FITNESS	1	0.00
PHYSICIA	PHYSICIAN/HEALTH CAR	2	0.00
REALEST	REAL ESTATE	1	0.00

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F O R M S R E G I S T E R

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Item #5.

LICENSE CODE		TOTAL	BALANCE
RENTAPT	RENTAL - APARTMENTS	2	0.00
RENTCOMM	RENTAL - COMMERICAL	4	0.00
RENTRESI	RENTAL - RESIDENTIAL	7	0.00
RESTAURA	RESTAURANT	12	0.00
RETAIL	RETAIL	1	0.00
RETFARM	RETAIL - FARM&GARDEN	1	0.00
RETFURN	RETAIL - FURNITURE	1	0.00
RETGIFTS	RETAIL - GIFTS/CRAFT	1	0.00
RETJEWEL	RETAIL - JEWELRY	1	0.00
RETVARI	RETAIL - VARIETY	1	0.00
SALESERV	SALES/SERVICE/MAINT	1	0.00
SANITATI	SANITATION	1	0.00
SOLICIT	SOLICITATIONS	1	0.00
STORAGE	STORAGE UNITS	2	0.00
SURVEY	SURVEYOR	3	0.00
TANNING	TANNING SALON	1	0.00
TRANS	TRANSPORTATION/TRAVE	2	0.00
TREES	TREES	1	0.00
VET	VETERINARY	1	0.00
WHOESAL	WHOESALER	1	0.00
TOTAL ALL CODES:		148	0.00

*** SELECTION CRITERIA ***

License Range: thru ZZZZZZZZZZ
License Codes: All
Balance: 9999999999R thru 9999999999
Fee Codes: All
Fee Paid Status: Paid and Unpaid
Origination Dates: 0/00/0000 thru 99/99/9999
Effective Dates: 0/00/0000 thru 99/99/9999
Expiration Dates: 0/00/0000 thru 99/99/9999
Renewal Dates: 0/00/0000 thru 99/99/9999
Payment Dates: 0/00/0000 thru 99/99/9999
Print Dates: 0/00/0000 thru 99/99/9999
License Status: Active
Termination Code:
Paid Status: Paid
City Limits: Inside and Outside
Printed: No
Comment Code:

** END OF REPORT **

ID	PERIOD	NAME	LICENSE CODE	BALANCE
00086	10/14/22-10/14/23	*BEAUTY BY KIMBER	BEAUTYSH BEAUTY/BARBER SHOP	0.00
00100	1/02/23- 1/02/24	REX D MURRAY D.M.D	DENTAL DENTAL CARE	0.00
00120	1/02/23- 1/02/24	MIYAKO	RESTAURA RESTAURANT	0.00
00122	1/02/23- 1/02/24	JOHNSTUN INJURY LAW LLC	LAW LAW OFFICES	0.00
00123	1/02/23- 1/02/24	OR. HEALTHCARE CTR/MEADOW PARK	ASSTLIVE ASSISTED LIVING FACI	0.00
00150	1/02/23- 1/02/24	RITE AID #5333	PHARMACY PHARMACY	0.00
00159	1/02/23- 1/02/24	RAINSHADOW LABS	MANUF MANUFACTURING	0.00
00162	1/02/23- 1/02/24	PURE SERENITY HEALTH SPA	MASSAGE MASSAGE	0.00
00163	1/02/23- 1/02/24	WALGREENS #10056	RETVARI RETAIL - VARIETY	0.00
00166	1/02/23- 1/02/24	DUTCH BROS OF COL COUNTY	CATER CATERING/MISC FOOD E	0.00
00184	1/02/23- 1/02/24	*FAVORITE CLEANING SERVICES	JANITOR JANITORIAL SERVICES	0.00
00190	2/19/23- 2/19/24	RICKS CUSTOM FENCING & DECKING	FENCE FENCE	0.00
00194	1/02/23- 1/02/24	HOCRAFFER LAW P.C.	LAW LAW OFFICES	0.00
00201	1/02/23- 1/02/24	COINSTAR ASSET HOLDINGS LLC	MISC MISCELLANEOUS	0.00
00202	1/02/23- 1/02/24	COINSTAR ASSET HOLDINGS LLC	MISC MISCELLANEOUS	0.00
00212	1/02/23- 1/02/24	MOD PIZZA	RESTAURA RESTAURANT	0.00
00215	1/02/23- 1/02/24	*PROGRESSIVE MOVEMENT PROD	VIDEOS VIDEOS	0.00
00219	1/02/23- 1/02/24	MONKEY TREE LEARNING CENTER	CHILDCAR CHILD CARE	0.00
00224	1/01/22- 1/01/24	HEIL CHRISTIAN	RETGIFTS RETAIL - GIFTS/CRAFT	0.00
00226	1/02/23- 1/02/24	ROOTED RELAXATION MASSAGE	MASSAGE MASSAGE	0.00
00247	1/02/23- 1/02/24	BERRY GLOBAL	MANUF MANUFACTURING	0.00
00249	1/02/23- 1/02/24	*WEST COAST OFF ROAD	SALESMKT INTERNET SALES/MARKE	0.00
00290	1/02/23- 1/02/24	*KNIGHTS NOTARIES	MISC MISCELLANEOUS	0.00
00298	1/02/23- 1/02/24	WIGGLE BUTZ PET BAKERY & GIFTS	RETAILPE RETAIL PET STORE	0.00
00302	1/02/23- 1/02/24	NEW SYSTEM LAUNDRY LLC	LAUNDRY LAUNDROMAT/CLEANING	0.00
00310	2/02/23- 2/02/24	THE ROOF DOCTOR	CONTRROOF CONTRACTOR-ROOFING	0.00
00326	2/02/23- 2/02/24	TERRA FIRMA FOUNDATION SYSTEM	CONTGEN CONTRACTOR-GENERAL	0.00
00354	2/01/22- 2/01/24	JOBIN CONSTRUCTION LLC	CONTMISC CONTRACTOR-MISC.	0.00
00367	2/02/23- 2/02/24	BTP CAGES LLC	RENTCOMM RENTAL - COMMERICAL	0.00
00370	2/02/23- 2/02/24	COLUMBIA AUDIO SPEC INC	SALESERV SALES/SERVICE/MAINT	0.00
00374	2/02/23- 2/02/24	COLUMBIA RIVER NATURAL MED.	PHYSICIA PHYSICIAN/HEALTH CAR	0.00
00375	2/02/23- 2/02/24	ALL SERVICE CONSTRUCTION INC	CONTGEN CONTRACTOR-GENERAL	0.00
00389	2/02/23- 2/02/24	BURGERVILLE LLC	RESTAURA RESTAURANT	0.00
00402	1/23/23- 1/23/24	COMPLETE CARPET SERVICES	CARPET CARPETS/FLOORING/DRA	0.00
00405	2/02/23- 2/02/24	EXCEPTIONAL SMILES	DENTAL DENTAL CARE	0.00
00408	2/02/23- 2/02/24	LOWER COLMBIA ENGINEERING	ENG ENGINEERING	0.00
00411	2/02/23- 2/02/24	GEA BELLE BARKER LMT	MASSAGE MASSAGE	0.00
00416	2/02/23- 2/02/24	THE POUR HOUSE	TAVERN TAVERN	0.00
00425	2/02/23- 2/02/24	CONSOR NORTH AMERICA INC	ENG ENGINEERING	0.00
00450	1/28/23- 1/28/24	ADAIR HOMES INC	CONTGEN CONTRACTOR-GENERAL	0.00
00460	1/28/23- 1/28/24	WOOD FAMILY HEATING LLC	CONTMISC CONTRACTOR-MISC.	0.00
00467	1/28/23- 1/28/24	PRAIRIE ELECTRIC INC	CONTELEC CONTRACTOR-ELECTRICA	0.00
00469	1/28/23- 1/28/24	POINTE PEST CONTROL-OR LLC	PEST PEST CONTROL	0.00
00471	1/28/23- 1/28/24	KONE INC	MISC MISCELLANEOUS	0.00
00481	1/30/23- 1/30/24	PLATT ELECTRIC SUPPLY	SALESERV SALES/SERVICE/MAINT	0.00
00491	3/02/23- 3/02/24	ALONZO YARD MAINTENANCE	LANDSCAP LANDSCAPING	0.00
00500	2/04/23- 2/04/24	TIDE CREEK AGGREGATES LLC	EXCAV EXCAVATION	0.00
00502	2/04/23- 2/04/24	EVOLUTION PLUMBING LLC	CONTPLUM CONTRACTOR-PLUMBING	0.00
00506	2/04/23- 2/04/24	BEAVER TREE SERVICE INC	TREES TREES	0.00
00518	2/06/23- 2/06/24	UMPQUA DAIRY PRODUCTS CO	DELIVERY DELIVERY SERVICE	0.00

ID	PERIOD	NAME	LICENSE CODE	BALANCE
00520	2/06/23- 2/06/24	AUTO-CHLOR SYSTEM OF OR	REPAIR REPAIR - GENERAL	0.00
00521	2/06/23- 2/06/24	PACE EQUIPMENT CO	CONTMISC CONTRACTOR-MISC.	0.00
00522	2/06/23- 2/06/24	KEY MECH CO OF WASHINGTON	CONTMECH CONTRACTOR-MECHANICA	0.00
00535	2/07/23- 2/07/24	COHO DISTRIBUTING LLC	DELIVERY DELIVERY SERVICE	0.00
00537	2/10/23- 2/10/24	HAMER ELECTRIC INC	CONTELEC CONTRACTOR-ELECTRICA	0.00
00538	2/10/23- 2/10/24	APPLIED TECHNICAL SYSTEMS INC	CONTELEC CONTRACTOR-ELECTRICA	0.00
00539	2/10/23- 2/10/24	B & B AIR COND & HEATING INC	CONTMECH CONTRACTOR-MECHANICA	0.00
00541	2/10/23- 2/10/24	KNIFE RIVER CORPORATION	CONTGEN CONTRACTOR-GENERAL	0.00
00543	2/10/23- 2/10/24	RENAUD ELECTRIC CO INC	CONTELEC CONTRACTOR-ELECTRICA	0.00
00550	2/10/23- 2/10/24	PACIFIC SEA FOOD CO	WHOLESAL WHOLESALER	0.00
00551	2/10/23- 2/10/24	DAY MANAGEMENT CORPORATION	COMMUNIC COMMUNICATION	0.00
00552	2/10/23- 2/10/24	COOK SECUIRTY GROUP	SECURITY SECURITY	0.00
00566	2/11/23- 2/11/24	TROPICANA COURT	RENTRESI RENTAL - RESIDENTIAL	0.00
00567	2/11/23- 2/11/24	UNITED STATES BAKERY	DELIVERY DELIVERY SERVICE	0.00
00568	2/11/23- 2/11/24	ADT LLC	SECURITY SECURITY	0.00
00574	2/12/23- 2/12/24	*PREHEIM COMPUTERS	COMPUTE COMPUTER	0.00
00579	2/19/23- 2/19/24	K SCHWARZ CONSTRUCTION INC	EXCAV EXCAVATION	0.00
00582	2/19/23- 2/19/24	ANDERSON ROOFING CO INC	CONTRTOOF CONTRACTOR-ROOFING	0.00
00586	2/19/23- 2/19/24	STALCUP ROOFING & CONSTRUCTION	CONTRTOOF CONTRACTOR-ROOFING	0.00
00589	2/19/23- 2/19/24	COOLSYS LIGHT COMMERCIAL SOL	CONTMISC CONTRACTOR-MISC.	0.00
00595	2/19/23- 2/19/24	WEST COAST METAL BUILDINGS INC	CONTGEN CONTRACTOR-GENERAL	0.00
00596	2/19/23- 2/19/24	CREEKSIDE JUNIOR ACADEMY LLC	CHILDCAR CHILD CARE	0.00
00607	2/19/23- 2/19/24	HART 2 HART INVESTIGATION LLC	MISC MISCELLANEOUS	0.00
00616	2/19/23- 2/19/24	ALTERATIONS BY HEATHER CLARK	RETCLOTH RETAIL - CLOTHING	0.00
00619	2/19/23- 2/19/24	TWIN CITY GLASS CO INC	GLASS GLASS	0.00
00623	2/19/23- 2/19/24	LIVING COLOR NURSERY LLC	LANDSCAP LANDSCAPING	0.00
00626	2/20/23- 2/20/24	COLES APPLIANCE REPAIR INC	CONTMISC CONTRACTOR-MISC.	0.00
00640	2/25/23- 2/25/24	GARNER ELECTRIC	CONTELEC CONTRACTOR-ELECTRICA	0.00
00643	2/26/23- 2/26/24	DIAS JIM	RENTRESI RENTAL - RESIDENTIAL	0.00
00648	2/26/23- 2/26/24	WESTERN COLLECTION BUREAU INC	MISC MISCELLANEOUS	0.00
00649	2/27/23- 2/27/24	HARDER MECH CONTRACTORS INC	CONTGEN CONTRACTOR-GENERAL	0.00
00655	2/27/23- 2/27/24	NORTHWEST CONTROL CO	CONTHVAC CONTRACTOR-HVAC	0.00
00666	2/28/23- 2/28/24	RAMOS YARD MAINTENANCE	LANDSCAP LANDSCAPING	0.00
00676	3/06/23- 3/06/24	*LORENA MOEHRING HOME DAYCARE	CHILDCAR CHILD CARE	0.00
01017	12/09/22-12/09/23	CROOKED CREEK BREWERY	TAVERN TAVERN	0.00
01044	1/26/23- 1/26/24	*ASCENDING OPTICS LLC	VIDEOS VIDEOS	0.00
01054	2/12/23- 2/12/24	*YOHANNES LLC	ASSTLIVE ASSISTED LIVING FACI	0.00
01055	2/16/23- 2/16/24	K & B VENTURES LLC	RENTRESI RENTAL - RESIDENTIAL	0.00
01062	2/25/23- 2/25/24	CAROLYN JENKINS PAINTING	CONTPAIN CONTRACTOR-PAINTING	0.00
01066	3/06/22- 3/06/23	MOEHRING LORENA	CHILDCAR CHILD CARE	0.00
01163	1/05/23- 1/05/24	MONKEY TREE LEARNING CENTER	CHILDCAR CHILD CARE	0.00
01171	1/09/23- 1/09/24	NEW LINE CONSTRUCTION	EXCAV EXCAVATION	0.00
01172	1/11/23- 1/11/24	HICKS STRIPING & CURBING LLC	CONTMISC CONTRACTOR-MISC.	0.00
01173	1/11/23- 1/11/24	DRAIN-PRO INC OR	CONTMISC CONTRACTOR-MISC.	0.00

LICENSE CODE	TOTAL	BALANCE
ASSTLIVE ASSISTED LIVING FACI	2	0.00
BEAUTYSH BEAUTY/BARBER SHOP	1	0.00
CARPET CARPETS/FLOORING/DRA	1	0.00
CATER CATERING/MISC FOOD E	1	0.00
CHILDCAR CHILD CARE	5	0.00
COMMUNIC COMMUNICATION	1	0.00
COMPUTE COMPUTER	1	0.00
CONTELEC CONTRACTOR-ELECTRICA	5	0.00
CONTGEN CONTRACTOR-GENERAL	6	0.00
CONTHVAC CONTRACTOR-HVAC	1	0.00
CONTMECH CONTRACTOR-MECHANICA	2	0.00
CONTMISC CONTRACTOR-MISC.	7	0.00
CONTPAIN CONTRACTOR-PAINTING	1	0.00
CONTPLUM CONTRACTOR-PLUMBING	1	0.00
CONTRROOF CONTRACTOR-ROOFING	3	0.00
DELIVERY DELIVERY SERVICE	3	0.00
DENTAL DENTAL CARE	2	0.00
ENG ENGINEERING	2	0.00
EXCAV EXCAVATION	3	0.00
FENCE FENCE	1	0.00
GLASS GLASS	1	0.00
JANITOR JANITORIAL SERVICES	1	0.00
LANDSCAP LANDSCAPING	3	0.00
LAUNDRY LAUNDROMAT/CLEANING	1	0.00
LAW LAW OFFICES	2	0.00
MANUF MANUFACTURING	2	0.00
MASSAGE MASSAGE	3	0.00
MISC MISCELLANEOUS	6	0.00
PEST PEST CONTROL	1	0.00
PHARMACY PHARMACY	1	0.00
PHYSICIA PHYSICIAN/HEALTH CAR	1	0.00
RENTCOMM RENTAL - COMMERICAL	1	0.00
RENTRESI RENTAL - RESIDENTIAL	3	0.00
REPAIR REPAIR - GENERAL	1	0.00
RESTAURA RESTAURANT	3	0.00
RETAILPE RETAIL PET STORE	1	0.00
RETCLOTH RETAIL - CLOTHING	1	0.00
RETGIFTS RETAIL - GIFTS/CRAFT	1	0.00
RETVARI RETAIL - VARIETY	1	0.00
SALESERV SALES/SERVICE/MAINT	2	0.00
SALESMKT INTERNET SALES/MARKE	1	0.00
SECURITY SECURITY	2	0.00
TAVERN TAVERN	2	0.00
TREES TREES	1	0.00
VIDEOS VIDEOS	2	0.00
WHOLESALE WHOLESALE	1	0.00
TOTAL ALL CODES:	94	0.00

*** SELECTION CRITERIA ***

License Range: thru ZZZZZZZZZZ
License Codes: All
Balance: 9999999999R thru 9999999999
Fee Codes: All
Fee Paid Status: Paid and Unpaid
Origination Dates: 0/00/0000 thru 99/99/9999
Effective Dates: 0/00/0000 thru 99/99/9999
Expiration Dates: 0/00/0000 thru 99/99/9999
Renewal Dates: 0/00/0000 thru 99/99/9999
Payment Dates: 0/00/0000 thru 99/99/9999
Print Dates: 0/00/0000 thru 99/99/9999
License Status: Active
Termination Code:
Paid Status: Paid
City Limits: Inside and Outside
Printed: No
Comment Code:

** END OF REPORT **