



COUNCIL WORK SESSION

Wednesday, June 01, 2022 at 1:00 PM

COUNCIL MEMBERS:

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

LOCATION & CONTACT:

HYBRID: Council Chambers & Zoom (details below)

Website | www.sthelensoregon.gov

Email | kpayne@sthelensoregon.gov

Phone | 503-397-6272

Fax | 503-397-4016

AGENDA

CALL WORK SESSION TO ORDER

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

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

- [1.](#) Annual Report from Library Board - *Dan Davis, Chair*
- [2.](#) Annual Report from Planning Commission - *Jacob*
- [3.](#) Discussion regarding Central Waterfront Resiliency - *Rachael*
- [4.](#) Discussion regarding Sand Island Policing/Security - *John*
- [5.](#) Review Changes to the St. Helens Municipal Code regarding City Dock Use Regulations - *John*
- [6.](#) Review Amended Finance Director Job Description - *John*
- [7.](#) Discussion regarding Utility Rates - *Matt*
- [8.](#) 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:

- May 30, MEMORIAL DAY - City Offices Closed
- June 1, 1:00PM, Council Work Session, Council Chambers/Zoom
- June 1, 7:00PM, Council Regular Session, Council Chambers/Zoom

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

- PH: June 15, 6:30PM, FY21/22 Appropriations
- PH: June 15, 6:45PM, FY22/23 State Revenue Sharing & Budget
- PH: July 20, 5:30PM, Planned Development Overlay (Comstock Property)
- PH: July 20, 6:00PM, Street Vacation (Keith Locke, et. al.)

VIRTUAL MEETING DETAILS

Join: <https://us02web.zoom.us/j/82782062334?pwd=YUJlQkg3RHZYVVICNG1yblpKODAxQT09>

Meeting ID: 827 8206 2334

Passcode: 706544

Dial: 253-215-8782

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.



St. Helens Public Library

City Council June 1, 2022

Dan Davis, Board Chair

Brenda Herren-Kenaga, Interim Director

Challenges

- Mask mandate continued through June 30, 2021
- Director resigned effective January 31, 2022
- Youth Librarian resigned effective March 8, 2022
- Two Board positions expire June 30, 2022

Top-Shelf Highlights

- Open Library Director role filled
- City Budget Committee supports Youth Librarian funding
- Makerspace recognition by Congresswoman Suzanne Bonamici
- Library usage is on an upward trajectory
- Board and staff completed strategic planning exercises
- Library of Things is growing
- COVID-stalled programs and activities are restarting
- Strong volunteer bench

Programs Highlights

- Arts Guild, restarted August 2021
- Ukulele Orchestra, restarted August 2021
- Genealogy Conference, September 2021 (biennial, hybrid)
- Genial Genealogists, October 2021 (hybrid)
- Makerspace Grand Opening, October 2021
- Seniors Computer Help, October 2021
- Friends Book Sales, October 2021 and May 6-7, 2022
- Chess Club, February 2022

Other Programs and Activities

- Youth Library Program
- Take-and-Make
- Summer Reading Challenge, June-August
- Winter Reading Program, December-January
- Bookmark Design Contest
- Toddler/Preschool Storytime
- Columbia County Museum Association (CCMA): *Hidden Figures of our own: a conversation with Kathleen Ward* (hybrid)

Outreach and Collaboration

- Columbia County Reads
- Nature Buddies (McCormick Park)
- United Way of Columbia County - *Dolly Parton Imagination Library*
- Collaboration with [Columbia County Museum Association](#)
- Host for St. Helens Garden Club sale
- Host for Friends of the Library sales
- Social Media
 - Facebook group [[St. Helens Public Library](#)]
 - Twitter account [[St. Helens Public Library](#)]

Makerspace

- 3D Printers
- Glowforge
- Laminator
- Heat press
- Sewing machine
- Computers and tablets
- Hand tools, saws, hammers, clamps, etc.
- Bike repair station
- And a whole lot more!

Library of Things

- Things you can check out and take home
- Board games
- STEM equipment
- WI-FI hotspots
- Pasta machine, telescope, leather punch, programmable robots, microscope, ice cream maker and more

Youth Services Librarian

- The Library's Youth Librarian, Gretchen Kolderup, left in early March for a similar role in the Multnomah County Library system.
- We expect our new Library Director, Suzanne Bishop, to quickly post and fill the gap created by Gretchen's departure.
- The Board appreciates the recent, open dialogue with the Budget Committee around funding the open Youth Librarian position.
- The Board also appreciates the community and patron support received for preserving the Youth Librarian role, including Lynne Pettit , Friends of the Library President and former Library Director, Margaret Jeffries.

SOURCE NOTE

- This slide deck was created by Dan Davis, Library Board Chair, for the June 1, 2022 Council meeting.
- Input for the deck content was received from:
 - Brenda Herren-Kenaga, Library Director (interim)
 - Daniel Dieter, Library Assistant/Volunteer Coordinator/Minutes Taker
 - Suzanne Bishop, Library Director (incoming)
 - Jessica Raynor Sturdivant, Library Board Member
 - Lynne Pettit, President, Friends of the Library
- Dan Davis sent the completed deck Wed 5/25/2022, to Dan Dieter, to submit for inclusion in the Council Agenda packet for the June 1, 2022 Council meeting.



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: City Council
 FROM: Jacob A. Graichen, AICP, City Planner
 RE: Planning Commission Annual Report
 DATE: May 12, 2022

This report covers Planning Commission activities from **June 2021** through **May 2022**. The Planning Commission discussed this report at their May 10, 2022 meeting.

- **Number of meetings: 12 (last year 13)**

12 meetings are usual. However, the Commission cancelled two regularly scheduled meetings (June 2021 and September 2021), but attended two additional Joint City Council Meetings (September 2021 and March 2022) outside of normal meeting dates.

- **Number of public hearings (a continued hearing is counted separately): 18 (last year 19)**

- **Acceptance Agenda Items: 7 (last year 9)**

For administrative land use actions that are more significant (e.g., Site Design Review) the Commission motions to formally accept the decisions or otherwise. This is a check and balance of sorts.

NOTE: At the December 14 meeting, it was decided to move the “Acceptance Agenda” items into the “Planning Director Decisions” for future agendas. ***This will be the last annual report listing Acceptance Agenda Items.***

- **Planning Director Decisions: 28 (last year 41)**

For lesser administrative land use actions (e.g., Home Occupations, Sign Permits, Temporary Use Permits), the items from the last month are included on the agenda to facilitate discussion and query usually for clarification purposes or to address concerns.

NOTE: At the December 14 meeting, it was decided to move the “Acceptance Agenda” items into the “Planning Director Decisions.” From January 2022 and beyond, the “Planning Director Decisions” item will include all administrative decisions.

- **Discussion Items: 15 (last year 16)**

Items included (in the order they were reviewed): Riverfront Redevelopment Update; Sanitary Sewer Master Plan; Stormwater Master Plan; Planning Commission Term Expirations and Vacancies; "Acceptance Agenda" v. "Planning Director Decisions"; Right-Of-Way Dedication Of Property Between 2600 Pittsburg Road & Barr Ave; Annual Summary Report; Chair/Vice Chair Selection; The Historic Landmarks Commission - Guardians of The Plaza; Strategic Plan/Department Goals Overview; Proactive Planning Commission Discussion; Water

Master Plan; Preferred Alternatives for Grey Cliffs Park; Proactive Planning Commission Framework Discussion; Planning Commission Interview Committee; Planning Commission Annual Report to Council, Semi-Annual Planning Department Report to Council

- **Architectural review: 0 (last year 3)**

Certain proposals within the Riverfront District require architectural review. None this year, although an unpermitted alteration on the plaza was discussed during a discussion item noted above. The cause of this alteration was abated.

- **Projects in Process:**

1. During the previous Annual Report, the Commission requested additional Joint City Council meetings so that Council and the Commission to discuss common goals. Staff acted on this request, and it occurred twice during the reporting period: once in September 2021 to discuss overall City Council and Commission goals/roles, and again in March 2022 to discuss a Streets & Utilities Extension Project design on the Riverfront property.
2. Three Commissioners will participate on the Riverfront Developer RFQ Selection Committee in May 2022.
3. One Commissioner continues their involvement on the Riverwalk Project Technical Advisory Committee through Summer 2022.

- **Future Projects/Plans:**

1. TBD as related to the newly Council adopted Strategic Plan and/or related to the Commissioners recent resolve to be more proactive as volunteers (see 2 and 3).
2. The Commission has been working on proactive procedures: a formal method of suggesting things for the Commission to take on as a proactive body. These are anticipated to be finalized and adopted within the next two Commission meetings. I anticipate proactive items will be suggested after that over the next year.
3. As part of the proactive resolve, future Planning Commission agendas will have “Proactive Items” as a permanent agenda heading. This will be a placeholder, even if a month has no specific item for discussion, to help ensure the proactive resolve does not become stale.
4. A non-quorum subcommittee has been meeting outside of normal meeting hours for the last few months, which reflects the Commission’s desire and commitment to being proactive. This group was the catalyst of certain the proactive procedures mentioned in 2 above.

- **What can the Council do to support the Commission?**

Starting at the March 8 meeting and updated at the May 10 one, the Commission discussed the following ways Council can continue to support the Commission:

1. The Commission recommends an **Associate Planner** for the upcoming fiscal year.
2. The Commission requests a budget for future projects TBD. Staff noted the link between the strategic plan and annual budgets.
3. The Commission desires more involvement on city-led projects. And, generally, they desire more inclusion.



CITY COUNCIL MEMO

CENTRAL WATERFRONT RESILIENCE

DATE: JUNE 1, 2022

Overview:

Thanks to policy and strategic workplan direction set by City Council, the City of St. Helens is engaged in a thoughtful community conversation about redeveloping our waterfront to provide increased access and public amenities as part of the future development. The community desires an active waterfront, with improved access and expanded public uses, that are accessible to all.

One area of consideration along the St. Helens waterfront is the Central Waterfront. This property is an important piece of land in these redevelopment efforts. The property connects the City's downtown Riverfront District to the north and the St. Helens Industrial Business Park property to the south.

The Central Waterfront Property is approximately 50 acres and the current location of the City's 39-acre wastewater treatment plant facility. The facility's secondary lagoon was built in 1972 as a partnership with Boise Cascade. Today, the facility is oversized, expensive to maintain, and is not the best use of a large stretch of Columbia River waterfront property. The 50-year-old lagoon also creates environmental permitting challenges due to its age and outdated technology.

The City of St. Helens is currently exploring options to repurpose part or all of the wastewater treatment plant facility. It is critical that we understand the conditions and context of the site. By doing so, the City will be able to **improve the St. Helens environment and health of the Columbia River by creating a properly sized wastewater treatment plant facility that uses modern technology to meet today's environmental standards.**

Recent funding from state and federal partners will assist with the Central Waterfront Project. The Oregon Legislature approved House Bill 5202 which allocates \$984,000 to the City of St. Helens for the Central Waterfront redevelopment efforts. The Federal Emergency Management Agency (FEMA) also approved \$387,000 through its Hazard Mitigation Grant Program for the City of St. Helens to study wastewater treatment resiliency.

Current scope of work for adoption:

- Geotechnical investigation of lagoon and containment berm
- Groundwater monitoring well installation
- Wastewater Treatment Plant hazard risk analysis
- Future treatment plan infrastructure planning and site evaluation
- Sampling and chemical analysis of sludge and subsurface soils

Chapter 8.28

CITY DOCKS AND WATERWAYS

Sections:

[8.28.010 Purpose.](#)
[8.28.020 Definitions.](#)
[8.28.030 Use of city docks and waterways.](#)
[8.28.040 Time limitations.](#)
[8.28.050 Commercial use of city docks.](#)
[8.28.052 Public assembly exemption.](#)
[8.28.054 Registration and commercial moorage agreements.](#)
[8.28.056 Fees and charges.](#)
[8.28.060 Prohibited activities.](#)
~~8.28.070 Sanitation and waste disposal.~~
[8.28.072 Abandoned and derelict vessels.](#)
~~8.28.074 Hazardous vessels.~~
[8.28.080 Penalties.](#)
[8.28.090 Inspection and citation.](#)
[8.28.100 Impoundment/tow.](#)
[8.28.110 Additional remedies.](#)
[8.28.120 Exclusion](#)

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8.28.010 Purpose.

The purpose of this chapter is to assure ~~responsible use of access to~~ city docks and waterways by setting ~~conduct expectations and implementing~~ reasonable time limitations ~~on moorage at the docks~~ and to preserve the recreational purpose of the docks and waterways by limiting their use to ~~registered recreational boats or~~ vessels. ~~(Ord. 2888 § 1, 2003)~~

8.28.020 Definitions.

~~(1) "Abandoned vessel" means a vessel that has been left without authorization on public or private land, the waters of this state, or any other water. (1) "Abandoned vessel" means a vessel left at the city docks in violation of the time limitations in SHMC 8.28.040 or that otherwise is not authorized to use a city dock as provided in this code or state law.~~

(2) "City" means the city of St. Helens.

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(3) "City administrator" means the person holding the position of city administrator or ~~any agent, employee, or designee authorized to perform the duties of this chapter by the city administrator.~~

(4) "City docks" means all public docks operated by the city of St. Helens, including the Courthouse Docks, Sand Island Marine Park North, and Sand Island Marine Park.

(5) "Commercial" means any profession, trade, occupation, shop, or any calling carried on for profit or livelihood, including but not limited to the rental of commercial or residential property, and those working as independent contractors, whether or not the contractor is paid on an hourly or job basis.

(6) "Hazardous vessel" means any vessel which is unseaworthy or which is in such a state of disrepair that the environment, life, or property could become endangered if such state is unduly prolonged; any vessel which presents a hazard to navigation.

~~(7) "Derelict vessel" means a vessel that is within city waterways on the waters of this state and that is:~~

~~(a) Sunk or in imminent danger of sinking;~~

~~(b) Obstructing a waterway;~~

~~(c) Endangering life or property; or~~

~~(d) In such dilapidated condition that it is in danger of becoming a significant environmental hazard as evidenced by repeated and documented instances of leaking fuel, sewage, or other pollutants.~~

~~(8) "Moorage" means any place where a vessel is anchored, made fast to a dock, or laid alongside another vessel made fast to a dock, including side and multi-side ties.~~

~~(8) "Moorage agreement" means a commercial agreement entered into between the city of St. Helens and an owner/operator authorizing use of docks and waterways.~~

(9) "Owner/operator" means a person who claims, expressly or otherwise, to have lawful care, custody, control, or possession of a vessel by legal title, equitable interest, lease or charter, or by any other method or manner giving the person lawful care, custody, control or possession of a vessel.

(10) "Person" means an individual, a partnership, corporation, association, or other legal entity recognized by the state of Oregon.

(11) "Recognized boating or yachting organization" means any active, incorporated nonprofit boating or yachting ~~association organization~~ that provides written notice of incorporation to the city administrator.

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(12) "Unoccupied vessel" means a vessel that is without occupant for a period of four or more hours.

(13) "Vessel" means every type of watercraft. (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3087 § 1, 2008; Ord. 2888 § 2, 2003)

(14) "Waterway" means those state-owned submerged and submersible lands as further described in that certain Submerged and Submersible Land Lease 10474-ML, dated July 1, 2021, as amended from time to time, between the State of Oregon, by and through its Department of State Lands, and the city.

8.28.030 Use of city docks and waterways.

(1) Use of city docks and waterways includes the following:

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(a1) Mooring or tying a vessel directly to a city dock;

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(b2) Locating Mooring a vessel within city waterways within five feet of a city dock;

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(c3) Mooring or tying a vessel to a vessel which is moored or tied to a city dock or located within city waterway five feet of a city dock;

(d4) Mooring or tying a vessel to one or more of a group of vessels, one of which is moored or tied to a dock or located within five feet of a city dock. Vessels moored or tied to city docks shall be limited to three abreast, or not more than 40' on each side of the city dock;

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(e5) Fishing in designated fishing zones. (Ord. 3087 § 2, 2008; Ord. 2888 § 3, 2003)

62) All vessels engaged in "use" of using city docks and waterways as outlined above must comply with the following conditions:

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(a) Vessels must have current title, license and registration with the applicable state authority.

(b) Vessels shall be maintained in seaworthy condition, kept neat and clean of debris, and fully operable at all times be completely without hazardous conditions, must be operational and have current title, license and registration, as determined solely by the city administrator or designee, and be ready for cruising in local waters.

(cb) Hazardous vessels Any vessel deemed unseaworthy, as determined by the city administrator or designee, may be boarded to allow for further inspection in order to prevent hazard danger to the environment, life, or property to the docks or waters.

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~~(dc) Derelict or hazardous vessels which, because of their size, condition, or construction, are deemed by the city administrator or designee to be hazardous to city property or waterways or other vessels, may be denied moorage or have their moorage immediately terminated. In the event of moorage termination, the owner/operator must remove the vessel from the dock immediately. Provided, however, that the city administrator or designee, may take, at the owner/operator's expense, all actions necessary, including hauling the vessel out of the water, if the city administrator or designee believes that the vessel is in immediate danger of sinking or damaging other property deems vessel to be derelict. The city administrator or designee may require the moorage customer/owner/operator to provide, at no cost to the city, additional information to establish seaworthiness.~~

~~(d) Owner/operator shall keep the vessel in seaworthy condition and fully operable at all times while in the water and shall secure and otherwise attend to the needs of the vessel.~~

~~(e) Any Derelict or hazardous vessels which, in the opinion of the city administrator or designee, is in danger of sinking, sustaining any other damage, or is a hazard to any other vessel or the premises, may be immediately, and without notice, be moved and may be placed in storage ashore. All expenses and risk of loss or damage resulting therefrom shall be borne the sole responsibility by of the vessel owner/operator, as shall the cost of any salvage services rendered by the city.~~

~~(f) All vessels moored in city leased waterways, on or adjacent to city docks must be kept neat and clean of debris and in an uncluttered state. (f) Unoccupied vessels may not be moored at city docks or within city waterways.~~

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8.28.040 Time limitations.

(1) City docks and waterways shall not be used by a vessel for moorage, either directly to a dock, piling, in water structure or to one or more vessels that are moored to a dock, piling, or other in water structure for more than 72 cumulative hours in any 14-calendar-day period. Upon expiration of the 72-hour limit, the vessel shall be moved from the dock moorage and may not be moored in any city waterway or to any city dock any city dock for 14 calendar days. The 72-hour period shall begin with the first hour the vessel is tied or moored in city waterway or to any city dock to any city dock, and accumulates regardless of movement of vessel from original mooring to subsequent mooring position whether the vessel moved from its original mooring to another position on the same or any other city city dock during waterway during the 14-calendar-day period.

(2) City docks and waterways are not available as a place to park an unoccupied boat. Notwithstanding subsection (1) of this section, city docks shall not be used by a vessel for moorage when the vessel is unoccupied, as defined herein. For the purposes of this section, an

~~"unoccupied vessel" is a vessel that is without occupant for a period of four hours or more, between sunset and sunrise.~~

(32) Any vessel that is moored in violation of this section is hereby deemed ~~unauthorized to be in violation of this chapter and not authorized to moor at a city dock and~~ unauthorized to be ~~is, therefore,~~ subject to all penalties and sanctions described herein. In addition to and not in lieu of any other remedy, such vessel may be deemed abandoned as provided in SHMC 8.28.072. (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3151 § 1, 2011; Ord. 3147 § 1, 2011; Ord. 3087 § 3, 2008; Ord. 2888 § 4, 2003)

8.28.050 Commercial use of city docks.

The city docks shall not be used by commercial vessels or for commercial activity without first ~~entering into a moorage agreement~~ registering the vessel, obtaining the necessary permits and business licenses, and paying all associated fees. (Ord. 3087 § 4, 2008; Ord. 2888 § 5, 2003)

8.28.052 Public assembly exemption.

Any use of the city docks by a recognized boating or yachting organization within the time limits established by this chapter shall be exempt from the public assembly permit requirement of SHMC Chapter 8.08 SHMC so long as no adjacent lands are used by the boating or yachting organization. Assembly permits are required for proposed use outside this exception. Nothing herein shall be interpreted as exempting members of such associations or organizations from all other applicable prohibitions and regulations in city ordinances including regulations concerning use of city docks ~~and waterways facilities~~. (Ord. 3087 § 5, 2008)

8.28.054 Registration ~~and commercial moorage agreements~~.

(1) Permitted Moorage. No ~~commercial~~ vessel will be permitted to be moored at the city docks ~~or in city waterways~~, unless the vessel is properly registered, ~~a moorage agreement entered into~~, and all fees and charges have been paid. ~~All vessels mooring at city docks shall be seaworthy; upon request by the city administrator or designee, an owner/operator may be required to demonstrate the seaworthiness of the vessel.~~

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(2) Registration.

(a) Time for Registration. All vessels must be registered with the city ~~prior to or within two hours after~~ upon arrival, ~~at the facility. Registration will be made with the business office of the city. If the time within which to register is after regular business hours, or if the harbormaster is not on duty, a registration form shall be completed at the start of the next business day.~~ Payment of the fee for the initial term of moorage and any other required fees or charges shall be made at the time of registration.

(b) Information and Authorization Required. At the time of registration, the owner/operator shall provide all information required, including, but not limited to, the vessel's state certificate number (e.g. OR 123 ABC) and hull identification number, on the moorage agreement form. If the person ~~making the registration~~ registering the vessel is an operator only, owner authorization for moorage shall be made available upon request.

(c) Notice of Vessel Condition. At the time of registration vessels must be completely without hazardous conditions, must be operational and have current title, license, and registration, and be ready for cruising in local waters.

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~~, the owner/operator of the vessel shall provide notice of the physical condition of the vessel, including any structural limitations which could result in damage to the vessel if the vessel is towed or placed in dry dock. Notice of the physical condition of the vessel shall be updated from time to time when the condition of the vessel changes.~~

~~(3) Moorage License Agreements.~~

~~(a) Requirements. No commercial vessel shall be moored at the facility without notifying the business office of the city within two hours of its arrival nor moor at the facility for more than six hours without the owner/operator entering into a moorage agreement with the city, according to the terms and conditions as set forth in the agreement.~~

~~(b) Period. A moorage agreement shall be a transient moorage and shall be limited to the dates and length of time specified in the moorage agreement. A "transient moorage" for a commercial vessel shall be any moorage exceeding one hour, but less than six hours.~~

~~(cd) Moorage Space. Registration~~ A moorage agreement does not assign a particular space for the designated vessel and it does not guarantee the owner/operator accommodations at any of the city docks or waterways.

~~(4) Renewal. No moorage agreement shall be renewed unless all conditions for the initial issuance of the moorage agreement are still being met, and all fees and charges are paid in full.~~

~~(35) Scope. The~~ moorage agreement vessel's registration shall allow the use of the facility for moorage purposes only, and shall grant no further rights, privileges, or uses.

Commented [MLK5]: Is the City removing the moorage agreement or maintaining it?

~~(46) Transferability. Moorage agreements-Vessel registration~~ shall be issued only to the owner/operator ~~of the vessel~~, and shall be valid only for the specific vessel designated in the ~~moorage agreement~~ registration. ~~A moorage agreement-Vessel registration~~ may not be assigned, sold, or transferred by any means whatsoever; any such transfer shall be void. ~~Sale of a vessel shall not transfer any rights or privileges under a moorage agreement; a valid moorage agreement does not ensure the transferee will be issued a moorage agreement.~~

(7) Revocation. The moorage agreement may be revoked by the city upon 10 days' written notice if the vessel or owner/operator is in violation of the terms of the moorage agreement or any provision of this chapter.

(a) Notice. Notice of revocation may be by personal delivery or certified mail to the owner/operator at the owner/operator's last known address, and by posting notice on the vessel. The notice of revocation shall state the moorage agreement has been revoked, give the reasons therefor, and state the owner/operator has 10 days from the date of the notice to correct the violation or have the vessel impounded or otherwise secured at the owner/operator's expense.

(b) Reinstatement. Upon proof of correction of any violation and payment of all costs and charges, the owner/operator may apply for reinstatement of the moorage agreement, which may be permitted by the city. If reinstatement is permitted, and a second violation occurs at any time within the next six months, the moorage agreement shall be immediately revoked, and no reinstatement shall be allowed.

(8) Cancellation. A moorage agreement may be cancelled by the owner/operator upon 10 days' written notice to the city, which shall provide an address where the owner/operator can be reached after the termination of the moorage agreement for return of any refund as hereinafter provided.

(9) Denial. The city may deny a moorage agreement to a vessel which is a hazard to health or safety, or if the owner/operator is delinquent on any fee or charge under this chapter, or any other city ordinance, or if the owner/operator is unwilling or unable to provide the city with the required registration information. Immediately after a moorage agreement has been denied, the owner/operator shall remove the vessel from the facility, and the city shall not moor the vessel nor permit the vessel to be moored until all hazards to health or safety have been corrected and proof of such correction has been provided to the city, all such fees and charges are paid in full, and the required information has been completely provided. (Ord. 3087 § 6, 2008)

Commented [RB6]: These sections, 8.28.054 (7) through (9) are covered in the "Use" section 8.28.030 (6)

8.28.056 Fees and charges.

(1) Establishment. Moorage rates, fees, and other charges shall be established by resolution of the city council, and may be reviewed by the city council from time to time and raised or lowered as deemed appropriate.

(2) Terms of Payment. The vessel's owner/operator shall be liable for all moorage rates, fees and other charges assessed under this chapter. Moorage rates shall be paid in advance, or upon registration arrival, unless otherwise agreed upon in writing by the city. Invoices for all other fees and charges are due and payable at time of presentation to the owner/operator.

~~(3) Late Charges. A late fee shall be assessed for late payments for each month or part of a month that payments are late. An account is past due if the moorage rate, fee or other charge remains unpaid in whole or in part for a period of 30 days.~~

(34) Attorney's Fees and Costs. The owner/operator shall be liable for any and all collection costs and expenses, including reasonable attorney's fees, necessary to collect delinquent moorage rates, fees, or other charges or to enforce any other provision of this chapter. (Ord. 3087 § 7, 2008)

8.28.060 Prohibited activities.

(1) No person shall swim ~~from or~~ within 50 feet of the docks.;

(2) No person shall obstruct a vessel from ~~docking~~ mooring.;

(3) No person shall cut, drill holes in, or attach in any manner any object ~~to~~, other than a vessel with mooring lines, ~~to~~ the docks without written permission from the city administrator.;

(4) No commercial activity ~~will~~ shall occur on city docks without specific authorization ~~in the moorage agreement.~~;

(5) Vehicles are not allowed on city docks, except ~~for the immediate transport of a bicycle to and from a vessel or the use of a vehicle that is when~~ necessary ~~due to~~ to accommodate a disability. Vehicles include, but are not limited to, bicycles, scooters, skateboards, rollerblades, mopeds, motorcycles, or other self-propelled units.;

(6) Vessels ~~are shall~~ not ~~allowed to~~ use any docking space(s) designated ~~only~~ for emergency craft use, ~~which are~~. ~~Such docking space is designated identified~~ by a yellow stripe on the edge of the dock, ~~or by a sign, or by both.~~ ~~The use of such space by craft other than government emergency craft is prohibited.~~;

(7) ~~No person shall fish. Fishing is allowed in the any~~ docking space designated for emergency ~~craft vessel~~ use; ~~however, such use is permitted when~~ ~~when~~ emergency ~~craft vessels~~ are not present. ~~Persons who are fishing must yield to emergency craft.~~;

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~~(8) Use of a city dock for an abandoned or derelict vessel as defined herein or by state law is not allowed.~~

~~(9) No person shall sell any alcoholic beverages on city docks or waterways, except under a concession contract or lease agreement, or by permit. Visible intoxication is considered disruptive activity under this section.~~

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(10) No person shall sell, distribute, make available, or otherwise offer to provide a controlled substances or prescription drugs to another on city docks or waterways. Visible intoxication is considered disruptive activity under this section.

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(11) No person shall package, possess, or otherwise store a controlled substances on city docks or waterways without a valid prescription. Visible intoxication is considered disruptive activity under this section.

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(12) No person shall possess on city docks or waterways ~~property~~ anything specifically designed for and presently capable of causing, or carried with the intent to threaten or cause, bodily harm to another. ~~Things prohibited under this Section~~ This includes, but are is not limited to: any firearm, pellet gun, spring-loaded weapon, stun gun or taser, any knife having a blade that projects or swings into position by force of a spring or by centrifugal force, any knife with a blade longer than 3-½ inches, any dirk, dagger, ~~ice pick~~ icepick, sling shot, slungshot, metal knuckles, nunchaku, studded hand coverings, swords, straight razors, tear gas containers, saps, sap gloves, hatchets or axes. The prohibitions of this Section do not apply to ~~handguns~~ firearm lawfully carried by persons exempt from local regulation under ORS 166.173. ~~The prohibitions of this Section do not apply to any thing possessed or used to carry out actions authorized by any contract or permit on city docks or waterways.~~

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(13) No person shall engage in any disruptive activity at the city docks or waterways. Disruptive activity includes, but is not limited to, any behavior, conduct or activity that obstructs, disrupts, or interferes with the operation or business being conducted by the City, or authorized users, or other permitted activities on or near city docks. Quiet time shall be observed between the hours of 10 pm and 8 am.

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(14) No person shall moor or berth a watercraft of any type a vessel in a city owned or operated park, dock facility, or leased waterway except in designated areas and at designated facilities.

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(15) No person shall throw, place, leave, deposit, abandon, cause, or permit to be thrown, placed, left, deposited, or abandoned, any industrial waste, litter, or sewage at the facility or adjacent property or into the Columbia River, except in receptacles specifically designated for such purpose by the city.

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(162) No person shall use, cause, or permit the use of a toilet that is not equipped with a device in good operating condition, adequate to treat, hold, incinerate, or otherwise handle sewage in such a manner which will prevent pollution on a vessel moored at the city docks or underway in the Columbia River. For the purposes of this section, an acceptable control device is one approved by the U.S. Coast Guard for such purpose.

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(179) Violation of any other provisions of this chapter, including but not limited to the time limits in SHMC [8.28.040](#), (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3147 § 2, 2011; Ord. 3087 § 8, 2008; Ord. 2888 § 6, 2003)

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8.28.070 Sanitation and waste disposal~~REPEALED~~.

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(1) No person shall throw, place, leave, deposit, abandon, cause, or permit to be thrown, placed, left, deposited or abandoned, any industrial waste, litter, or sewage at the facility or adjacent property or into the Columbia River, except in receptacles specifically designated for such purpose by the city.

Commented [RB7]: Removed, incorporated in 8.28.060 above

(2) No person shall use, cause, or permit the use of a toilet that is not equipped with a device in good operating condition, adequate to treat, hold, incinerate or otherwise handle sewage in such a manner which will prevent pollution on a vessel moored at the city docks or underway in the Columbia River. For the purposes of this section, an acceptable control device is one approved by the U.S. Coast Guard for such purpose.

Commented [RB8]: Removed, incorporated in 8.28.060 above

(3) The owner/operator of the vessel shall be personally liable for any and all cleanup costs, fines and penalties assessed by any other governmental unit, resulting from a violation of this section. (Ord. 3087 § 9, 2008; Ord. 2908 § 1, 2004; Ord. 2888 § 7, 2003)

Commented [RB9]: Removed, incorporated in 8.28.080, below

8.28.072 Abandoned and derelict vessels~~REPEALED~~.

No person shall leave an abandoned or derelict vessel at the city docks. Any abandoned or derelict vessel may be removed in accordance with ORS [830.907](#) through [830.944](#), [830.927](#) regarding abandoned boats, floating homes, and boathouses. (Ord. 3087 § 10, 2008)~~REPEALED~~

Commented [RB10]: Updated languages and references to match state statutes

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Commented [MLK11]: ORS 830.907 was repealed in 2013

8.28.074 Hazardous vessels~~REPEALED~~.

Commented [RB12]: Section covered above, 8.28.072 and ORS 830.907 through 830.944.

(1) In the event of an emergency, a hazardous vessel may, immediately and without notice by the city, be secured or removed from the facility. If removal is required, the city may take reasonable efforts to notify the owner/operator prior to moving a hazardous vessel. If the city moves a hazardous vessel without prior notice, notice indicating the vessel has been moved shall be given as soon as practicable. In all other cases, the city shall give written notice to the owner/operator, requesting removal of hazardous vessels within 10 days of the date of such notice. Notice shall be posted on the hazardous vessel, and delivered by personal delivery to the owner/operator or by certified mail, return receipt requested, to the last address provided by the owner/operator to the city.

(2) All risk of loss or damage resulting from securing or removing the vessel shall be borne by the vessel owner/operator. In the event the vessel is moved to another location, the vessel and its owner/operator shall be liable for any and all costs associated with removal and storage of the vessel.

(3) In the event any vessel capsizes, sinks or is otherwise disabled in such a manner as to be a hazard to navigation or use of city facilities, all loss, damage or cost of removing the same shall be chargeable to the vessel owner/operator.

(4) A hazardous vessel which remains at the facility in excess of 10 days from the date of notice requesting removal may be deemed an abandoned vessel. (Ord. 3087 § 11, 2008)

8.28.080 Penalties.

(1) Violation of any portion of this chapter shall be punishable as a class B violation. Notwithstanding the above, violation of SHMC ~~8.28.060(67)~~ (improper use of designated emergency craft space) and ~~SHMC 8.28.060(8) (violation of time limitations of SHMC 8.28.040 and exemptions under SHMC 8.28.070)~~ shall be a class A violations. Any person in violation of this chapter can be served with a park ban notice in addition to any other citation. (Ord. 2919 § 2, 2004; Ord. 2888 § 8, 2003)

~~(2) In addition to any other penalty authorized under this section (3) The owner/operator of the vessel shall be personally liable for any and all cleanup costs, fines and penalties assessed by any other governmental unit, resulting from a violation of this section. (Ord. 3087 § 9, 2008; Ord. 2908 § 1, 2004; Ord. 2888 § 7, 2003)~~

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8.28.090 Inspection and citation.

(1) Investigations and Inspections. The following people are hereby authorized by this chapter to make such investigations and inspections as are necessary to enforce the provisions of this chapter: any law enforcement officer, including without limitations any city police officer, ~~city code enforcement officer~~, sheriff's deputy, or state police trooper, and city officials, such as the city building official, city planning administrator, city engineering manager, ~~city code enforcement officer~~, and such other ~~designees employees~~ of the city of St. Helens ~~as are specifically identified in an order or resolution of the city council~~. Nothing herein shall be interpreted as prohibiting privately initiated violation citations as provided in ORS Chapter ~~153~~.

(2) Citations. The following people are hereby authorized by this chapter to issue citations to individuals or entities to appear in the St. Helens municipal court: any law enforcement officer, including without limitations any city police officer, city code enforcement officer, sheriff's deputy, or state police trooper.

(3) Service of Citations. Unless the law enforcement police officer or other authorized person issuing the citation witnesses the mooring of the a vessel, a rebuttable presumption exists that a vessel moored in violation of this chapter was moored by the registered owner/operator of the vessel and the citation issued for the violation may be placed upon the vessel. If the mooring of the vessel is witnessed by the law enforcement police officer or other person authorized to issue a citation for the offense, the operator of the vessel shall be the person responsible for violations of this section. (Ord. 3147 § 3, 2011; Ord. 3087 § 12, 2008; Ord. 2919 § 3, 2004; Ord. 2888 § 9, 2003)

8.28.100 Impoundment/tow.

(1) Law enforcement officers are authorized to may call for seizure seize and hold of a vessel, including a tow or impoundment of any vessel when it is discovered that a vessel's identification number has been removed, defaced, covered, altered, or destroyed, as provided authorized by in ORS 830.875 to 830.895.

(2) Law enforcement officers may seize an abandoned or derelict vessel as authorized by and in accordance with concerning boat numbering and ORS 830.908 through 830.944 concerning abandoned or derelict vessels, boats, floating homes and boathouses.

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(3) An owner may reclaim a seized vessel by paying all costs incurred by the city in salvaging, towing and storing the vessel; and establishing to the city administrator's satisfaction that the owner is able to move the vessel to a place where the vessel can be lawfully kept. If Any seized vessel is not reclaimed seized pursuant to this chapter, title to the vessel and all personal property found in the vessel shall vest in the city, and the city may sell or otherwise dispose of the vessel and the personal property, and state law and not reclaimed as provided by state law shall be disposed of in accordance with ORS 98.245. (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3087 § 13, 2008; Ord. 2888 § 10, 2003)

8.28.110 Additional remedies.

Any removal of a vessel pursuant to this chapter is in addition to, and not in lieu of, any other civil, criminal, or administrative penalty, sanction, or remedy otherwise authorized by law. (Ord. 3087 § 14, 2008)

8.28.120 Exclusion

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(1) In addition to other remedies provided for violation of this Code, or of any of the laws of the State of Oregon, any Peace Officer as that term is defined under ORS 133.005 law enforcement officer may exclude any person who violates any applicable provision of law at the city docks and leased waterways from the property in accordance with the provisions of this Section. Nothing in this Section shall be construed to authorize the exclusion of any person lawfully exercising free speech rights or other rights protected by the state or

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federal constitutions. However, a person engaged in such protected activity who commits acts that are not protected, but that violate applicable provisions of law, shall be subject to exclusion as provided by this Section.

(2) For purposes of this Section, "applicable provision of law" includes any applicable provision of this Code, of any City ordinance, any applicable criminal or traffic law of the State of Oregon, any law regarding controlled substances or alcoholic beverages, or any applicable County ordinance or regulation. For purposes of this Section, "applicable" means relating to the person's conduct at the dDock or on the waterways.

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(3) An exclusion issued under the provisions of this Section shall be for 30 days. If the person to be excluded has been excluded from the dDock or waterways at any time within two years before the date of the present exclusion, the exclusion shall be for 90 days. If the person to be excluded has been excluded from the dDock or waterways on two or more occasions within two years before the date of the present exclusion, the exclusion shall be for 180 days.

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(4) Before issuing exclusion under this Section, a Peace Officer law enforcement officer shall first give the person a warning and a reasonable opportunity to cease and desist from the violation. An exclusion shall not be issued if the person promptly complies with the direction and desists from the violation warning. Notwithstanding the provisions of this Subsection, no warning shall be required if the person is to be excluded for engaging in conduct that:

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(a) Is classified as a felony or as a misdemeanor, or as an attempt, solicitation or conspiracy to commit a felony or misdemeanor, under the laws of the State of Oregon;

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(b) Has resulted in physical injury to any person or damage to any property; or

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(c) Is conduct for which the person previously has been warned or excluded for committing on the dDock or waterways.

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(5) (d) Written notice shall be given to any person excluded from the dDock or waterways under this Section. The notice shall specify the date, length and place of the exclusion, shall identify the provision of law the person has violated and shall contain a brief description of the offending conduct. The notice shall inform the excluded person of the right to appeal, including the time limit and the place of delivering the appeal. It shall be signed by the issuing party. Warnings of consequences for failure to comply shall be prominently displayed on the notice.

(6) A person receiving such notice of exclusion may appeal to the city's municipal court in accordance with the provisions of this Code. The municipal court judge shall uphold the exclusion if, upon the conducting de novo review, the preponderance of evidence

admissible under the provisions of this Code convinces the judge that, more likely than not, the person in fact committed the violation, and if the exclusion is otherwise in accordance with law.

(6) No person shall enter or remain on city docks or waterways at any time during which there is in effect a notice of exclusion issued under this Section.

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Chapter 8.28

CITY DOCKS AND WATERWAYS

Sections:

- [8.28.010 Purpose.](#)
- [8.28.020 Definitions.](#)
- [8.28.030 Use of city docks and waterways.](#)
- [8.28.040 Time limitations.](#)
- [8.28.050 Commercial use of city docks.](#)
- [8.28.052 Public assembly exemption.](#)
- [8.28.054 Registration.](#)
- [8.28.056 Fees and charges.](#)
- [8.28.060 Prohibited activities.](#)
- [8.28.072 Abandoned and derelict vessels.](#)
- [8.28.080 Penalties.](#)
- [8.28.090 Inspection and citation.](#)
- [8.28.100 Impoundment/tow.](#)
- [8.28.110 Additional remedies.](#)
- 8.28.120 Exclusion**

8.28.010 Purpose.

The purpose of this chapter is to assure responsible use of city docks and waterways by setting conduct expectations and implementing reasonable time limitations, and to preserve the recreational purpose of the docks and waterways by limiting their use to registered vessels.

8.28.020 Definitions.

(1) "Abandoned vessel" means a vessel that has been left without authorization on public or private land, the waters of this state, or any other water. (2) "City" means the city of St. Helens.

(3) "City administrator" means the person holding the position of city administrator or designee.

(4) "City docks" means all public docks operated by the city of St. Helens, including the Courthouse Docks, Sand Island Marine Park North, and Sand Island Marine Park.

(5) "Commercial" means any profession, trade, occupation, shop, or any calling carried on for profit or livelihood, including but not limited to the rental of commercial or residential property,

and those working as independent contractors, whether or not the contractor is paid on an hourly or job basis.

(6) "Hazardous vessel" means any vessel which is unseaworthy or which is in such a state of disrepair that the environment, life, or property could become endangered if such state is unduly prolonged; any vessel which presents a hazard to navigation.(7) "Derelict vessel" means a vessel that is within city waterways and that is:

- (a) Sunk or in imminent danger of sinking;
- (b) Obstructing a waterway;
- (c) Endangering life or property; or
- (d) In such dilapidated condition that it is in danger of becoming a significant environmental hazard as evidenced by repeated and documented instances of leaking fuel, sewage or other pollutants.

(8) "Moorage" means any place where a vessel is anchored, made fast to a dock, or laid alongside another vessel, including side and multi-side ties.

(9) "Owner/operator" means a person who claims, expressly or otherwise, to have lawful care, custody, control or possession of a vessel by legal title, equitable interest, lease or charter, or by any other method or manner giving the person lawful care, custody, control or possession of a vessel.

(10) "Person" means an individual, a partnership, corporation, association, or other legal entity recognized by the state of Oregon.

(11) "Recognized boating or yachting organization" means any active, incorporated nonprofit boating or yachting organization that provides written notice of incorporation to the city administrator.

(12) "Unoccupied vessel" means a vessel that is without occupant for a period of four or more hours.

(13) "Vessel" means every type of watercraft. (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3087 § 1, 2008; Ord. 2888 § 2, 2003)

(14) "Waterway" means those state-owned submerged and submersible lands as further described in that certain Submerged and Submersible Land Lease 10474-ML, dated July 1, 2021, as amended from time to time, between the State of Oregon, by and through its Department of State Lands, and the city.

8.28.030 Use of city docks and waterways.

(1) Use of city docks and waterways includes the following:

- (a) Mooring a vessel directly to a city dock;
 - (b) Mooring a vessel within city waterways ;
 - (c) Mooring a vessel to a vessel which is moored to a city dock or located within city waterway;
 - (d) Mooring a vessel to one or more of a group of vessels, one of which is moored to a dock or located within five feet of a city dock. Vessels moored to city docks shall be limited to three abreast, or not more than 40' on each side of the city dock;
 - (e) Fishing in designated fishing zones. (Ord. 3087 § 2, 2008; Ord. 2888 § 3, 2003)
- 2) All vessels using city docks and waterways must comply with the following conditions:

- (a) Vessels must have current title, license and registration with the applicable state authority.
- (b) Vessels shall be maintained in seaworthy condition, kept neat and clean of debris, and fully operable at all times.
- (c) Hazardous vessels, as determined by the city administrator, may be boarded to allow for further inspection in order to prevent danger to the environment, life, or property.
- (d) Derelict or hazardous vessels may be denied moorage or have their moorage immediately terminated. In the event of moorage termination, the owner/operator must remove the vessel from the dock immediately. Provided, however, that the city administrator may take, at the owner/operator's expense, all actions necessary, including hauling the vessel out of the water, if the city administrator deems vessel to be derelict. The city administrator may require the owner/operator to provide, at no cost to the city, additional information to establish seaworthiness.
- (e) Derelict or hazardous vessels may be immediately, and without notice, moved and placed in storage ashore. All expenses and risk of loss or damage resulting therefrom shall be the sole responsibility of the owner/operator, as shall the cost of any salvage services rendered by the city.
- (f) Unoccupied vessels may not be moored at city docks or within city waterways.

8.28.040 Time limitations.

- (1) City docks and waterways shall not be used by a vessel for moorage for more than 72 cumulative hours in any 14-calendar-day period. Upon expiration of the 72-hour limit, the vessel shall be moved from the moorage and may not be moored in city waterway or to any city

dock for 14 calendar days. The 72-hour period shall begin with the first hour the vessel is moored in city waterway or to any city dock, and accumulates regardless of movement of vessel from original mooring to subsequent mooring position during the 14-calendar-day period.

(2) Any vessel that is moored in violation of this section is hereby deemed unauthorized and is, therefore, subject to all penalties and sanctions described herein. In addition to and not in lieu of any other remedy, such vessel may be deemed abandoned as provided in SHMC [8.28.072](#). (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3151 § 1, 2011; Ord. 3147 § 1, 2011; Ord. 3087 § 3, 2008; Ord. 2888 § 4, 2003)

8.28.050 Commercial use of city docks.

The city docks shall not be used by commercial vessels or for commercial activity without first registering the vessel, obtaining the necessary permits and business licenses, and paying all associated fees. (Ord. 3087 § 4, 2008; Ord. 2888 § 5, 2003)

8.28.052 Public assembly exemption.

Any use of the city docks by a recognized boating or yachting organization within the time limits established by this chapter shall be exempt from the public assembly permit requirement of SHMC Chapter [8.08](#) so long as no adjacent lands are used by the boating or yachting organization. Assembly permits are required for proposed use outside this exception. Nothing herein shall be interpreted as exempting members of such associations or organizations from all other applicable prohibitions and regulations in city ordinances including regulations concerning use of city docks and waterways. (Ord. 3087 § 5, 2008)

8.28.054 Registration

(1) Permitted Moorage. No vessel will be permitted to be moored at the city docks or in city waterways, unless the vessel is properly registered and all fees and charges have been paid..

(2) Registration.

(a) Time for Registration. All vessels must be registered with the city upon arrival. Payment of the fee for the initial term of moorage and any other required fees or charges shall be made at the time of registration.

(b) Information and Authorization Required. At the time of registration, the owner/operator shall provide all information required, including, but not limited to, the vessel's state certificate number (e.g. OR 123 ABC) and hull identification number. If the person registering the vessel is an operator only, owner authorization for moorage shall be made available upon request.

(c) Moorage Space. Registration does not assign a particular space for the designated vessel and it does not guarantee the owner/operator accommodations at any of the city docks or waterways.

(3) Scope. The vessel's registration shall allow use for moorage purposes only, and shall grant no further rights, privileges or uses.

(4) Transferability. Vessel registration shall be issued only to the owner/operator, and shall be valid only for the specific vessel designated in the registration. Vessel registration may not be assigned, sold, or transferred by any means whatsoever; any such transfer shall be void.

8.28.056 Fees and charges.

(1) Establishment. Moorage rates, fees and other charges shall be established by resolution of the city council, and may be reviewed by the city council from time to time and raised or lowered as deemed appropriate.

(2) Terms of Payment. The owner/operator shall be liable for all moorage rates, fees and other charges assessed under this chapter. Moorage rates shall be paid upon registration

(3) Attorney's Fees and Costs. The owner/operator shall be liable for any and all collection costs and expenses, including reasonable attorney's fees, necessary to collect delinquent moorage rates, fees or other charges or to enforce any other provision of this chapter. (Ord. 3087 § 7, 2008)

8.28.060 Prohibited activities.

(1) No person shall swim within 50 feet of the docks.

(2) No person shall obstruct a vessel from mooring.

(3) No person shall cut, drill holes in, or attach in any manner any object to, other than a vessel with mooring lines, the docks without written permission from the city administrator.

(4) No commercial activity shall occur on city docks without specific authorization.

(5) Vehicles are not allowed on city docks, except when necessary to accommodate a disability. Vehicles include, but are not limited to, bicycles, scooters, skateboards, rollerblades, mopeds, motorcycles, or other self-propelled units.

(6) Vessels shall not use any docking space(s) designated for emergency craft use, which are identified by a yellow stripe on the edge of the dock, by a sign, or by both.

(7) No person shall fish in any docking space designated for emergency vessel use; however, such use is permitted when emergency vessels are not present.

(9) No person shall sell any alcoholic beverages on city docks or waterways, except under a concession agreement, or by permit.

(10) No person shall sell, distribute, make available, or otherwise offer to provide controlled substances or prescription drugs to another on city docks or waterways.

(11) No person shall package, possess, or otherwise store controlled substances on city docks or waterways without a valid prescription.

(12) No person shall possess on city docks or waterways anything specifically designed for and presently capable of causing, or carried with the intent to threaten or cause, bodily harm to another. This includes, but is not limited to: any firearm, pellet gun, spring-loaded weapon, stun gun or taser, any knife having a blade that projects or swings into position by force of a spring or by centrifugal force, any knife with a blade longer than 3-½ inches, any dirk, dagger, icepick, sling shot, slungshot, metal knuckles, nunchaku, studded hand-coverings, swords, straight razors, tear gas containers, saps, sap gloves, hatchets or axes. The prohibitions of this Section do not apply to firearm lawfully carried by persons exempt from local regulation under ORS 166.173.

(13) No person shall engage in any disruptive activity at the city docks or waterways. Disruptive activity includes, but is not limited to, any behavior, conduct or activity that obstructs, disrupts, or interferes with the operation or business being conducted by the City, or authorized users, or other permitted activities on or near city docks. Quiet time shall be observed between the hours of 10 pm and 8 am.

(14) No person shall moor a vessel in a city owned or operated park, dock facility, or leased waterway except in designated areas and at designated facilities.

(15) No person shall throw, place, leave, deposit, abandon, cause, or permit to be thrown, placed, left, deposited or abandoned, any industrial waste, litter, or sewage at the facility or adjacent property or into the Columbia River, except in receptacles specifically designated for such purpose by the city.

(16) No person shall use, cause, or permit the use of a toilet that is not equipped with a device in good operating condition, adequate to treat, hold, incinerate or otherwise handle sewage in such a manner which will prevent pollution on a vessel moored at the city docks or underway in the Columbia River. For the purposes of this section, an acceptable control device is one approved by the U.S. Coast Guard for such purpose.

(17) Violation of any other provisions of this chapter, including but not limited to the time limits in SHMC [8.28.040](#). (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3147 § 2, 2011; Ord. 3087 § 8, 2008; Ord. 2888 § 6, 2003)

8.28.070 REPEALED.

8.28.072 REPEALED

8.28.074 REPEALED

8.28.080 Penalties.

(1) Violation of any portion of this chapter shall be punishable as a class B violation. Notwithstanding the above, violation of SHMC [8.28.060](#)(7) (improper use of designated emergency craft space) shall be a class A violation. Any person in violation of this chapter can be served with a park ban notice in addition to any other citation. (Ord. 2919 § 2, 2004; Ord. 2888 § 8, 2003)

(2) In addition to any other penalty authorized under this section the owner/operator shall be personally liable for any and all cleanup costs, fines and penalties assessed by any other governmental unit, resulting from a violation of this section. (Ord. 3087 § 9, 2008; Ord. 2908 § 1, 2004; Ord. 2888 § 7, 2003)

8.28.090 Inspection and citation.

(1) Investigations and Inspections. The following people are hereby authorized by this chapter to make such investigations and inspections as are necessary to enforce the provisions of this chapter: any law enforcement officer, including without limitations any city police officer, sheriff's deputy, or state police trooper, and city officials, such as the city building official, city planning administrator, city engineering manager, city code enforcement officer, and such other designees of the city of St. Helens .. Nothing herein shall be interpreted as prohibiting privately initiated violation citations as provided in ORS Chapter [153](#).

(2) Citations. The following people are hereby authorized by this chapter to issue citations to individuals or entities to appear in the St. Helens municipal court: any law enforcement officer, including without limitations any city police officer, city code enforcement officer, sheriff's deputy, or state police trooper.

(3) Service of Citations. Unless the law enforcement officer witnesses the mooring of a vessel, a rebuttable presumption exists that a vessel moored in violation of this chapter was moored by the owner/operator of the vessel and the citation issued for the violation may be placed upon

the vessel. If the mooring of the vessel is witnessed by the law enforcement officer, the operator of the vessel shall be the person responsible for violations of this section. (Ord. 3147 § 3, 2011; Ord. 3087 § 12, 2008; Ord. 2919 § 3, 2004; Ord. 2888 § 9, 2003)

8.28.100 Impoundment/tow.

(1) Law enforcement officers may seize and hold a vessel when it is discovered that a vessel's identification number has been removed, defaced, covered, altered, or destroyed, as authorized by ORS [830.875](#) to [830.895](#).

(2) Law enforcement officers may seize an abandoned or derelict vessel as authorized by and in accordance with ORS [830.908](#) through [830.944](#).

(3) An owner may reclaim a seized vessel by paying all costs incurred by the city in salvaging, towing and storing the vessel; and establishing to the city administrator's satisfaction that the owner is able to move the vessel to a place where the vessel can be lawfully kept. If any seized vessel is not reclaimed pursuant to this chapter, title to the vessel and all personal property found in the vessel shall vest in the city, and the city may sell or otherwise dispose of the vessel and the personal property. (Ord. 3239 § 2 (Exh. A), 2019; Ord. 3087 § 13, 2008; Ord. 2888 § 10, 2003)

8.28.110 Additional remedies.

Any removal of a vessel pursuant to this chapter is in addition to, and not in lieu of, any other civil, criminal, or administrative penalty, sanction, or remedy otherwise authorized by law. (Ord. 3087 § 14, 2008)

8.28.120 Exclusion

(1) In addition to other remedies provided for violation of this Code, or of any of the laws of the State of Oregon, any law enforcement officer may exclude any person who violates any applicable provision of law at the city docks and waterways from the property in accordance with the provisions of this Section. Nothing in this Section shall be construed to authorize the exclusion of any person lawfully exercising free speech rights or other rights protected by the state or federal constitutions. However, a person engaged in such protected activity who commits acts that are not protected, but that violate applicable provisions of law, shall be subject to exclusion as provided by this Section.

(2) For purposes of this Section, "applicable provision of law" includes any applicable provision of this Code, of any city ordinance, any applicable criminal or traffic law of the State of Oregon, any law regarding controlled substances or alcoholic beverages, or any applicable County ordinance or regulation. For purposes of this Section, "applicable" means relating to the person's conduct at the dock or on the waterways.

(3) An exclusion issued under the provisions of this Section shall be for 30 days. If the person to be excluded has been excluded from the dock or waterways at any time within two years before the date of the present exclusion, the exclusion shall be for 90 days. If the person to be excluded has been excluded from the dock or waterways on two or more occasions within two years before the date of the present exclusion, the exclusion shall be for 180 days.

(4) Before issuing exclusion under this Section, a law enforcement officer shall first give the person a warning and a reasonable opportunity to cease and desist from the violation. An exclusion shall not be issued if the person promptly complies with the warning. Notwithstanding the provisions of this Subsection, no warning shall be required if the person is engaging in conduct that:

(a) Is classified as a felony or as a misdemeanor, or as an attempt, solicitation or conspiracy to commit a felony or misdemeanor, under the laws of the State of Oregon;

(b) Has resulted in physical injury to any person or damage to any property; or

(c) Is conduct for which the person previously has been warned or excluded for committing on the dock or waterways.

(5) Written notice shall be given to any person excluded from the dock or waterways under this Section. The notice shall specify the date, length and place of the exclusion, shall identify the provision of law the person has violated and shall contain a brief description of the offending conduct. The notice shall inform the excluded person of the right to appeal, including the time limit and the place of delivering the appeal. It shall be signed by the issuing party. Warnings of consequences for failure to comply shall be prominently displayed on the notice.

(6) A person receiving such notice of exclusion may appeal to the city's municipal court in accordance with the provisions of this Code. The municipal court judge shall uphold the exclusion if, upon the conducting de novo review, the preponderance of evidence admissible under the provisions of this Code convinces the judge that, more likely than not, the person in fact committed the violation, and if the exclusion is otherwise in accordance with law.

(6) No person shall enter or remain on city docks or waterways at any time during which there is in effect a notice of exclusion issued under this Section.



Finance Director

DEPARTMENT: Administration
DIVISION: Finance
SUPERVISOR: City Administrator
CLASSIFICATION: Exempt
UNION: No
CONFIDENTIAL: Yes

POSITION SUMMARY

Manages and coordinates the activities of Finance, Utility Billing, Municipal Court, and Information Technology (IT).

SUPERVISION RECEIVED

Works under the general supervision of the City Administrator.

SUPERVISION EXERCISED

Manages staff in Finance, Utility Billing, Municipal Court, and IT.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following, but are not limited to:

Finance, Utility Billing, Municipal Court, and IT - Operations

- Plans, directs, and evaluates the staff of the division; develops concepts and a philosophy that guides the operations of the division.
- Establishes procedures and performance standards to assure efficient and accurate activities in compliance with City policies, guidelines, goals, and objectives.
- Develops and evaluates assigned staff; reviews progress and directs changes as needed.
- Determines work procedures, prepares work schedules, and expedites workflow; studies and standardizes procedures to improve efficiency and effectiveness of operations within the division.
- Issues written and oral instructions; assigns duties and examines work for accuracy and conformance to policies and procedures.

Finance

- Manages the preparation of all financial reports.
- Manages the development, maintenance and reporting of financial systems and records that provide for proper evaluation, control, and documentation of City financial operations.
- Manages the City's yearly audit process and reports to City Administrator and City Council audit findings and recommendations along with presentation of the yearly completed audit. Reports audit completion to State of Oregon and posting on City website.
- Designs, recommends, and oversees the implementation of approved City financial management policies. Ensures adherence to federal, state and/or Governmental Accounting Standards Board financial practices, laws, rules, and regulations.

- Plans, organizes, and manages the specific financial operations for the City including payroll, purchasing, accounts payable, utility billing, licensing services, and assessment billing services.
- Directs the preparation of state and federal reports.
- Supervises the collection of taxes, fees, and other receipts in accordance with laws and regulations.
- Oversees the posting and reconciliation of ledgers and accounts.
- Provides monthly reports to Departments/Divisions for budget and expenditure tracking.
- Issues quarterly financial reports to the City Administrator and Council if directed.
- Oversees the central computerized financial system.
- Acts as Budget Officer for the City and develops the annual City budget.
- Manages, designs, and negotiates lending agreements, special financing agreements, and finance-related intergovernmental agreements, and service contracts.
- Manages the sale of City bonds and other financial obligations in accordance with state and federal regulations.
- Provides financial advisory services, technical advice, and assistance to staff and Council.
- Provides financial advisory services, planning, analysis, scenarios projections, and assistance for City departments and City Council.
- Regularly updates City rates and fees of services and makes recommendations to City Administrator.
- Regularly update long-term financial planning; Evaluate revenue and expenditure assumptions and financial models with recommendations to departments and City Administrator.
- Evaluates and recommends best business practices for all departments related to fiscal management.
- Representation as the City's financial advisor during collective bargaining and to other outside agencies/businesses.
- Resolves inquiries, complaints, problems, or emergencies affecting the availability or quality of City financial services.
- Responds to sensitive or complex inquiries or service complaints from City Council, committees, media, and citizens.

Utility Billing

- Regularly evaluates City's Utility Billing Administrative Rules and makes recommendations to City Administrator.
- Approves leak adjustments within Utility Billing Administrative Rules.

Municipal Court

- Works with Municipal Court Judge on evaluation of Court operations and staffing.
- Manages all third-party service contracts for Court services, recommending changes as needed to City Administrator.

Information Technology (IT)

- Oversees the central information system of the City.
- Manager all 3rd party service contracts for IT services, recommending changes as needed to City Administrator.

Other Duties and Assignments

- May oversee or manage specific projects identified and agreed upon with City Administrator.

MINIMUM QUALIFICATIONS

EDUCATION AND EXPERIENCE

- a. Bachelor's degree or post baccalaureate certificate in accounting, business administration, or related field; and
- b. Five years progressively responsible experience in municipal accounting, including supervision and/or management; or
- c. Any equivalent combination of education and experience which provides the applicant with the knowledge, skills, and abilities required to perform the job.

KNOWLEDGE, SKILLS, AND ABILITIES

- a. Practices, principles and procedures of municipal accounting, auditing, budgeting, and financial planning at the advanced level.
- b. Fiscal management including budget development, expenditure control, and recordkeeping in mid- to large-size organizations.
- c. Management and supervisory principles, practices, and methods.
- d. Laws, rules, and regulations applicable to assigned operations and generally accepted accounting principles.
- e. Generally Accepted Accounting Principles and understanding of internal controls at an advanced level.
- f. Production of financial statements according to Generally Accepted Accounting Principles.
- g. City services and the financing and accounting of those services including public safety, public works, utilities, community and economic development, and internal support services.
- h. Plan, organize, and oversee assigned work programs, including monitoring work schedules and evaluating the work of subordinates.
- i. Develop work unit's goals and objectives consistent with the City's strategic planning documents.
- j. Develop City financial goals and perform strategic planning.
- k. Analyze and evaluate business operations and develop and implement corrective action to resolve problems.
- l. Establish and maintain effective working relationships with City Council, staff, committees, and customers.
- m. Establish and maintain effective partnerships with external public and private organizations conducting business with the City.
- n. Communicate effectively, both orally and in writing.
- o. Develop and maintain a team oriented working environment.

DESIRED QUALIFICATIONS

- a. Experience with ERP Software (Currently Tyler Technologies Incode Software).

SPECIAL REQUIREMENTS

- Must pass a background check.

TOOLS AND EQUIPMENT USED

- Use of computer or laptop for use in word processing, spreadsheets, databases, and other related software.
- Copier/printer/fax machine; ten-key calculator; and telephones.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position, the employee is frequently required to sit, stand, bend, kneel, and stoop. The employee is required to use hands to finger, handle, or operate objects, tools, or controls and reach with hands and arms. Duties involve moving materials weighing up to 20 pounds on a regular basis and infrequently weighing up to 50 pounds. Close vision, color vision, peripheral vision, depth perception, low-light vision, and ability to adjust focus are required. The employee is required to hear and talk.

WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is typically performed in an office/laboratory environment and exposure to video display terminals occurs on a regular basis. The noise level in the work area is typical of most office environments with telephones, office equipment, personal interruptions, and background noises but may be moderately loud depending on the activities in the space.

EMPLOYEE ACKNOWLEDGMENT

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I acknowledge that I have received a copy of the **Finance Director** job description. I understand that it is my responsibility to adhere to the Essential Duties and Responsibilities as outlined within this job description.

My signature below is evidence that I have reviewed and concurred that the above detailed job description appropriately describes the work of the position, including essential job functions, the minimum education and experience required of the position, and the physical demands of the position.

Signatures:

Finance Director

Date

Print Name: _____

City Administrator

Date

City of St. Helens
RESOLUTION NO. 1957

**A RESOLUTION TO ESTABLISH WATER, SEWER, AND STORM
DRAINAGE UTILITY RATES, CHARGES, AND ADMINISTRATIVE
RULES**

WHEREAS, St. Helens Municipal Code Section 13.02.040 states rates, fees, and other charges for utility services, including, but not limited to, delinquent fees, reinstatement fees, and any other account fees, shall be set or amended by Council in a public forum after considering a staff report to provide an overview and allowing for public comments and testimony. Council shall pass a rate resolution after the forum; and

WHEREAS, the St. Helens City Council conducted a work session concerning utility rates and charges on May 4, 2022. At that work session a staff report on utility rates and charges was presented and a quorum of the Council was present and accepted the facts and findings contained in that staff report; and

WHEREAS, on June 1, 2022, a public meeting was held by the City Council to consider changes to the current schedule of utilities rates and charges. At that meeting the Council afforded the public time to comment on the proposed utilities rates and charges; and

WHEREAS, the City Council concludes it is appropriate to charge utilities rates, fees, and service charges to fund the operations, maintenance, and capital improvement of the City's municipal utilities systems; and

WHEREAS, the City Council has determined the proposed schedule of utilities rates, fees, and service charges hereinafter specified and established are just, reasonable, and necessary.

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

Section 1. Amendment and updating of utilities rates, fees, and service charges. In accordance with St. Helens Municipal Code Title 13, this Resolution reaffirms the methodology and provides the basis for utilities rates, fees, and service charges.

Section 2. Scope of amendment and update of utilities rates, fees, and service charges. The utilities rates, fees, and service charges established by this Resolution are separate from, and in addition to, any other applicable taxes, fees,

assessments, or charges, including but not limited to system development charges, which are required by the City of St. Helens or represent a condition of a land use or development approval.

Section 3. Effective date. This Resolution shall become effective upon its adoption by the St. Helens City Council.

Section 4. Review. This Resolution may be reviewed at the pleasure of the City Council, and the rates may be amended as appropriate.

Section 5. Repeal of prior resolution. Resolution No. 1835 (February 6, 2019) is hereby rescinded and replaced with amended administrative rules, new rates, fees, and service charges effective immediately.

Section 6. Schedule of new rates. Attached are the amended administrative rules and an itemized schedule of utilities rates, fees, and service charges effective immediately.

APPROVED AND ADOPTED by the City Council this 1st day of June 2022, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
Utility Billing Administrative Rules
Approved by City Council as of ~~February 1, 2019~~ July 16, 2022

1. NEW ACCOUNTS AND DEPOSITS

To begin service a Utility Account Application must be filled out and turned into the Utility Billing office. The application is available at the office and online. Water service will not be turned on until an application is reviewed and approved by the Utility Billing staff. A renter is required to receive a signature from the property owner/property manager approving the renter to begin service. With the owner's signature, the owner is acknowledging responsibility for any unpaid bill that is remaining on the account when service ends.

Water Service can be turned on/off by Public Works employees from Monday through Friday 9 AM – 4 PM for no charge. Outside of the hours listed before, water service can be turned on/off by request for a flat fee of \$100. The \$100 will be placed as a charge on the account.

When a customer is new, any old account at the service address must be paid in full before a new account is started and water service is turned on. In the case of renters, an old account bill responsibility will fall to the homeowner to be paid before a new renter's service will be turned on. It is the owner/renter's responsibility to notify the utility billing department when a renter is moving out so that a final bill can be processed.

~~When any account is assessed a late fee three times or more within a calendar year, a deposit in the amount of equal to one month of utility service will be required to be paid to the City to continue service. This fee and the amount applied is at the discretion of the Finance Director of the City of St. Helens.~~

2. UTILITY ASSISTANCE PROGRAM

The Utility Assistance Program, formally known as the Senior Citizen Discount, was permanently discontinued in December 2013. Customers who previously qualified and were receiving assistance prior to December 2013 will continue to receive a fixed discount of \$10 per month as long as they continue to meet the following criteria each year:

1. Account holder is age 65 or Older
2. Currently reside in the residence that receives the Utility Assistance Program
3. Residence is within City limits
4. Provides proof of residency at property (i.e., Electric bill, tax form, etc.) ~~once per year~~

Failure to show proof of this criteria ~~by June 30 each year~~ will result in a loss of the Utility Assistance Program without the option of reapplying. ~~Mailing to residents who receive this discount will begin in March and include instructions on how to continue with the discount program. A review of the Utility Assistance Program and participants may be done periodically by City staff as directed by the Finance Director, City Administrator, or City Council.~~

3. MONTHLY BILLING

~~Billings are mailed out through a separate business.~~ Monthly billings are due on the 10th of every month. Payments can be made by cash, check, money order, credit/debit card, online and by our automated phone payment system. Payments over the phone are not allowed to be taken by staff but can be forwarded to our automated phone payment system. Payments made online are posted to our accounting system daily.

4. BILLING ADJUSTMENTS

Misread Meters

If a meter is misread, the City will refund any/all late fees and re-read the meter and adjust bill accordingly for that period.

Leak Adjustments

- a) The water leak adjustment form is available on the City's website and at the Utility Billing counter. This form must be completed within 45 days of the billing date in question.

- b) The water leak adjustment form must be accompanied by a 3rd party statement (plumbing service, etc.) that the leak was present and repaired and/or receipts for leak repair materials if completed by the homeowner.
- c) If the water leak adjustment is not approved by Utility Billing staff, Finance Director, or City Administrator, the customer will receive notification from the City with a specific reason why from the Finance Director. A customer can request an appeal process with ~~the Finance Director of the City~~ Council during a public meeting.

If the water leak is approved, the City will use the customer's average seasonal usage for the previous 3 years as a base for consumption. If the customer does not have enough history to complete this, the City will use the previous one to three consecutive months of consumption to calculate the leak and volume adjustment amount. Once approved, the leak adjustment amount will be credited back to the customer's account and the customer will be notified by the City.

- ~~d) The City will not consider leak adjustment requests from customers who have already received a leak adjustment in the past 12 months unless there are extenuating circumstances.~~

- e) The minimum credit issued will be \$15.00.

5. DELINQUENT ACCOUNTS

Late Fee Assessment

A \$25 late fee is assessed on the 21st of every month. Customers who carryover a balance of equal or less than \$25.00 will not be charged a late fee or shut off during the billing process.

Shut-Off Procedure

General Process for Shut-off account status:

- | | | |
|----|--------------------------------|--|
| 1) | Official due date of billing > | 10 th of every month (or next available business day) |
| 2) | Late Fee Assessed > | 21 st of every month (or next available business day) |
| 3) | Shut-Off Process > | Begins on the 20 th of every month |

On the actual shut-off day, if an account is still in shut-off status, an additional \$75 Reconnection Fee is placed onto the account and the account must be paid in full by cash, debit, money order, cashier's check, or credit card. Payments via check at this time will not be accepted. Payments made online during shut-off may be required to wait until the next business day and posting of the payment is made by Utility Billing staff before service is restored.

Utility Workers are not allowed to accept any form of payment. Accounts "past due" amounts must be ~~made paid to bring the account below a \$25 carryover threshold~~ before the meter and water service is turned back on. ~~Water shut-off and reconnection service will not be available during Holidays and weekends. After normal business hours request to turn on/off water service can be done with a fee of \$150. Normal business days/hours are Monday through Friday 9:00 AM till 4:00 PM.~~

Once an account has their water service shut-off, all past due and current billings must be paid for service to be turned back on. Once water service has been shut off for one week or more, Utility Billing will notify the City Building Official to begin a notice to vacate the property.

~~6. PAYMENT PLANS~~

~~With monthly billing practices and regular shutoffs scheduled typically once per month or bi-monthly, the city does not regularly allow payment plan arrangements for customers that are one or two months behind on payments. Non-payment in this scenario would result in late fee assessment and eventual shut-off procedure if the account balance is not brought below a \$25 carryover threshold as mentioned in Admin Rule #5.~~

~~In a scenario in which a customer is with a large balance of three or more months of utility charges, the supervisor of the Utility Billing Department or City Administrator has the ability to enter into a payment plan agreement not to exceed six (6) months to bring the account current. Failure to comply for any reason with the agreed payment plan will result in the account being added to the next available shut-off procedure timeline and/or immediate shut-off of services if approved by the supervisor and City Administrator.~~

76. FINAL BILLING

The City requires that all homeowners and/or tenants give the City notice of the intent to vacate a property to prepare a final bill and shut-off the account. A forwarding address is required for the final bill to be mailed. Final billings, if not paid by the scheduled due date, will be ~~immediately~~ sent to a collection agency for processing ~~or water will be shut off to the property until paid and a utility lien is placed on the property for outstanding payments.~~

87. TEMPORARY SERVICES FOR NEW CONSTRUCTION

The City allows temporary service during construction of a new structure needing water, sewer and storm drainage. The contractor will be required to complete an application just like a new customer. All of the Administration Rules contained herein remain in effect. A \$25.00 non-refundable deposit is required.

98. NSF PAYMENTS

Accounts will only be allowed two NSF (non-sufficient funds) before a note is placed on the account to no longer accept checks as payment. If the City receives an NSF notice for a utility payment, the payment is immediately reversed, and the account is charged a \$25.00 processing fee. A notice will go out to the owner/renter and payment must be made within three business days of notification or water service will be shut off until full payment is received.

109. TAMPERING WITH METERS & BLOCKING METER ACCESS

It is illegal to tamper with City meters. This includes turning on/off your meter. City staff should be the only people addressing meters on site. If tampering is found to have happened on a meter, the homeowner is ultimately responsible and will be charged a minimum of \$50.00 up to and possibly including the cost of the meter and labor time.

If a customer is currently on the City's shut-off list and it is found that the water meter was turned on illegally after City staff turned the service off for non-payment, the account will be charged a minimum of \$100 up to and possibly including the cost of the meter plus labor time if it needs to be replaced. The \$100 fee will be placed on the account and must be paid immediately before service will be properly restored.

If a customer's meter is currently on "lock" status by City staff and it is found that the meter and/or shut-off attachment has been tampered in any way to turn water service on illegally, the account will be charged a minimum of \$200 up to and including the cost of replacing the meter, labor time and potentially including a ticket from the Police Department for tampering which will include a separate fee amount and an appearance day in Municipal Court.

If an account is in shut-off status and the meter is blocked, a fee up to \$75 will be assessed including potential towing/moving costs if necessary, that will be the responsibility of the registered owner of the property moved.

~~11. COVID-RELATED EXTENSIONS OF NON-PAYMENT~~

~~Through the COVID-19 Pandemic, the City has declared a State of Emergency. This included a moratorium on utility service late fees and shut-off practices. City Council agrees on taking steps to move back to standard practices but recognizes some account balances may need time allowances to make extra payments and seek assistance for outside agencies to get their balance in good standing. The City has identified that January 20th, 2022, will be the date that account balances need to be brought back to a current status amount to avoid being shut off.~~

City of St. Helens
Water Utility Rates and Charges

Billings for customers include two components: Fixed rate and a volume charge for the amount consumed. The two components are added together to compute an invoice for each customer. Fixed rates are based on costs associated with maintaining/reading meters and the costs associated with billing and are charged for connection to the water system. Volume rates are based on the customer class for each 100 cubic feet (CCF) of water. The following table lists rates for customers within the City of St. Helens, retail customers outside the City of St. Helens, and wholesale customers.

City of St. Helens rates and charges are effective for billing cycles starting on or after dates shown below. Rates and charges shall be applied to all accounts on a monthly or bi-monthly basis. Certain designated accounts that may be deemed "Large Volume" accounts are billed monthly.

WATER UTILITY RATE COMPONENTS	INSIDE CITY LIMITS Effective 7/16/2022	OUTSIDE CITY LIMITS Effective 7/16/2022
Fixed Rate		
Monthly Billing	11.37	22.74
Volume Rate		
Residential	5.6596	11.3193
Multifamily:		
Duplex	5.4634	10.9269
Apartments	5.3538	10.7077
Commercial / Industrial	4.5895	9.1789
Wholesale		3.4203

Outside the City limits of the City of St. Helens

Except as indicated in the Enterprise Zone Ordinance No. 2500, all properties outside the city limits shall be charged rates identified above.

Application for new service connection outside the city limits for surplus city water shall be reviewed by the Public Works Director and the City Council for facilities planning. Such application shall not be approved by the City Council unless the necessary size of main is extended to serve anticipated growth in the relevant area of the City's Urban Growth Boundary.

No Connection for new service outside the city limits for City water shall be installed unless a consent to annex is submitted to the Planning Department and an outside City water user agreement is signed and received by the City Administrator.

Hydrant Meter

Any customer who receives a permit for a hydrant meter shall pay a deposit of \$200 and shall pay Commercial/Industrial rates for such water usage. Such customer shall also pay a monthly rental fee for

the meter of \$25 per month, or portion thereof. Meters must be returned every 12 months for assessment of condition, meter readings and billings of usage.

Water Testing Charges

Upon request by a City water customer, the City will provide testing for total coliform and fecal coliform. The City will charge the customer \$45 for testing. This charge also applies to construction requests for the same test on new pipelines.

Meter Testing

A customer may request the meter providing water service to their property be tested for accuracy. The test will require the following deposits to be collected before testing:

METER SIZE	DEPOSIT
One inch or less	\$100
> One inch and < One and a half inches	\$150
> One and a half inches	\$200

If testing results show the meter was faulty, the deposits will be refunded; if not, then no refund will be given. Adjustments will be governed by the Utility Billing Administrative Rules.

**City of St. Helens
Sewer Utility Rates and Charges**

Billings for customers include two components: Fixed rate and a volume charge for the amount consumed. The two components are added together to compute an invoice for each customer. Fixed rates are based on costs associated with maintaining/reading meters and the costs associated with billing and are charged for connection to the water system. Volume rates are based on the customer class for each 100 cubic feet (CCF) of water. The following table lists rates for customers within the City of St. Helens, retail customers outside the City of St. Helens, and wholesale customers.

City of St. Helens rates and charges are effective for billing cycles starting on or after dates shown below. Rates and charges shall be applied to all accounts on a monthly or bi-monthly basis. Certain designated accounts that may be deemed "Large Volume" accounts are billed monthly.

SEWER UTILITY RATE COMPONENTS	INSIDE CITY LIMITS Effective 7/16/22	OUTSIDE CITY LIMITS Effective 7/16/22
Fixed Rate		
Monthly Billing	17.35	21.69
Volume Rate		
Residential (SFR)	6.6636	8.3266
Multifamily		
Two Residential Sewer	7.3698	9.2151
Duplex	5.3195	6.6408
Apartments	5.1144	6.4016
Commercial		
Low Strength	5.9803	7.4723
Medium Strength	7.5634	9.4544
High Strength	10.5250	13.1448
Wholesale		2.0276

Residential Sewer Accounts – Winter Averaging

Volume will be based on a 4-month winter averaging of water consumption. The winter average period will be defined as the 4-month period starting with the first full billing cycle starting on or after December 15th of each year.

Accounts with an average usage of less than 1 CCF of water consumption are automatically assessed at the 5.50 CCF average.

Customers may request in writing to have the sewer based on actual usage if the property is vacant or consistently averages below 1 CCF per billing cycle over a 12-month period.

The assigned average for water consumption may be appealed to the Finance Director and could be modified pending a review of the account and findings thereof.

Table Utilized to Define Commercial Strengths

Strength Classification	BOD (mg/l)	TSS (mg/l)
Low	0-250	0-300
Medium	251-500	301-600
High	501-1,000	601-1,200
Special	1,001+	1,201+

The responsible person for paying the sewer charge may appeal the strength classification made by the City. Such appeal shall be made in writing to the Finance Director. The person appealing must provide sufficient information as to the strength of the sewer discharge created by their use so that the Finance Director or designee may evaluate the evidence and determine the proper strength of the waste generated.

Outside City Limit Customers

Except as indicated in the Enterprise Zone Ordinance No. 2500, all properties outside the city limits shall be charged rates identified above or designated specifically by address in Exhibit 5 of this resolution.

Application for new service connection outside the city limits for City sewer shall be reviewed by the Public Works Director and the City Council for facilities planning. Such application shall not be approved by the City Council unless the necessary size of main is extended to serve anticipated growth in the relevant area of the City's Urban Growth Boundary.

No connection for new service outside the city limits for City sewer shall be installed unless a consent to annex is submitted to Planning Department and an outside City sewer user agreement are signed are received by the Water Department.

Dormant Sewer Lines

Testing of a dormant existing sewer line connected to an old building or to be reused for a new building will be at a cost of time and materials.

Surcharges – Special Strength

All surcharges shall be based on total metered water supply into the premises for flow and customers will provide to the City regular testing results of samples. A sewer flow meter and alternative sampling or re-sampling at customer expense may be approved by the Wastewater Treatment Plant Superintendent. The concentration of each pollutant in excess of the above limits shall be used to determine the monthly surcharge for the period throughout the time interval between sample periods. The concentration shall be the average value of five consecutive daily tests taken over a period of five days, except when another period is specified by the Wastewater Treatment Plan Superintendent. Samples shall be taken at an approved manhole or other location determined by the Wastewater Treatment Plant Superintendent to be suitable so that samples will be representative.

Surcharges – Special Strength charges are as follows:

<u>BOD (mg/l)</u>	<u>TSS (mg/l)</u>	<u>Rate per ccf of Usage</u>
1,001-2,000	1,201-2,400	\$13.56
2,001-4,000	2,401-4,800	\$21.01
4,001-8,000	4,801-9,600	\$34.68
8,001-16,000	9,601-19,200	\$60.64
16,001-32,000	19,201-38,400	\$112.14

Acceptance and pricing for loads in excess of table above will be at the discretion of the Wastewater Treatment Plan Superintendent.

City of St. Helens
Storm Utility Rates and Charges

Billings for customers are based on amount of impervious surface for a property. The measurements are broken down into components of single family units or equivalent residential units.

City of St. Helens rates and charges are effective for billing cycles starting on or after dates shown below. Rates and charges shall be applied to all accounts on a monthly or bi-monthly basis. Certain designated accounts may be deemed "Large Volume" accounts are billed monthly.

STORM DRAINAGE UTILITY RATES	MONTHLY Effective 7/16/2022
Residential	14.39
Commercial	14.39
Industrial	14.39
All other Users	14.39

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

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

Estimated Schedule of Utility Rates:

McNulty Usage Reports on Volume from previous calendar year cycle will determine Sewage rates to be effective July 16, 2022.

The following table lists rates for customers outside the City of St. Helens receiving water from McNulty PUD.

LOCATION OF CUSTOMER	CITY SEWAGE RATE
35369 Millard Road	101.71
58581 Columbia River Highway	83.06
58606 Kavanagh Avenue	67.25
58563 Columbia River Highway	27.94
35531 Firway Lane	40.66
35031 Millard Road	43.55
58209 Columbia River Highway	49.32
35285 Millard Road	26.99
34950 Pittsburg Road	160.36
35092 Pittsburg Road	194.93



Memorandum

To: Mayor and City Council

From: John Walsh, City Administrator

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

Date: June 1, 2022

Planning Division Report attached.

Business Licenses Report(s) attached.

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 5.24.22

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

Conducted a pre-application meeting for a potential reuse of the John Gumm School building for Columbia County's use.

PLANNING ADMINISTRATION—MISC.

Consultant with Winterbrook Planning reached out to me at the end of April for some information about our wetland rules. The County is looking at its rules, including how they function with other jurisdictions according to the consultant.

We received the initial subdivision application for the Comtscock property last month and had till May 11 to deem it complete. We were able to get the incomplete letter before the end of April, ahead of schedule. Revised materials submitted this month—this will be scheduled for July hearings.

Almost final inspection conducted for the conex box 8-plex along S. 7th Street by 6th Street Park. This started with a Conditional Use Permit in 2017; glad to see it finally wrapping up.

Popeyes Louisiana Kitchen final inspection for temporary occupancy conducted so they could open as intended on May 10th. Most items are complete; full completion anticipated by next month.

Conducted Planning Commissioner interviews, four total, for a recent vacancy resulting from a resignation.

Conducted final inspection for thermal wall around fuel tanks on a neighboring property (Wilcox and Flegel) of the new apartments under construction along Gable Road. Federal agency required this due to the funding source of the apartment project.

Oregon HB 4064 passed in March. This impacts how the city allows manufactured homes and prefabricated structures. For example, previously St. Helens had rules that requires manufactured homes to be multi-sectional, have a certain roof pitch and have exterior siding and roofing material "commonly used on residential dwellings." Similar to past legislature regarding

duplexes, we more-or-less need to treat manufactures homes the same as stick-built dwellings from zoning/development code standpoint. Also, previous law did not include premanufactured homes. **This means someone can install a single-wide unit in the city, which has not been allowed for years (or decades).** Eventually, we will need to update our code.

Assisted with ODF verification of acres. The city's watershed property (well outside of city limits) is ok, but other properties within or close to the city have suspect details.

DEVELOPMENT CODE ENFORCEMENT

The December 2021 and February 2022 noted ACSP / Ogrotech (the occupant / owner) of the parcel divided from the St. Helens Industrial Business Park site (**1400 Kaster Road**) has a number of sheds subject to local permitting requirements. These sheds were installed specifically to obtain OLCC marijuana producer licenses. In February I was optimistic of progress, but since then that has turned to disappointment with no actual progress made. Thus, at the end of last month, I finally denied the permit. Once the appeal period was over, I notified OLCC—see attached.

On a related note, check this out about **1400 Kaster Road**:
<https://www.loopnet.com/Listing/1400-Kaster-Rd-Saint-Helens-OR/25426186/>.

PLANNING COMMISSION (& acting HISTORIC LANDMARKS COMMISSION)

May 10, 2022 meeting (outcome): Staff presented the semi-annual to the Council to the Commission, which ended up being a prolonged multi-faceted discussion item. To help keep the Commission informed, I hope to do this for every future semi-annual report. The commission also discussed its own annual report to the council and continued its discussion about proactive procedures. The proactive procedures should be completed within the next couple months. Related to the proactive procedures, henceforth, future Commission agendas will have "PROACTIVE ITEMS" as a default agenda item header.

Staff provided an overview of the right-of-way vacation the council approved prior to this meeting. The Commission affirmed the Planning Commission Interview Committee's candidate selection from the four applicants we had.

June 14, 2022 meeting (upcoming): The Commission will review a public right-of-way vacation at the intersection of N./S. 1st Street and Columbia Boulevard. Proactive initiative discussion will continue from the last few months. Perhaps more.

As the Historic Landmarks Commission, they will consider the architecture proposed for a new sanitary sewer pump station house on the city's waterfront property (veneer property).

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Quarterly updates this month. The county data we use to create our own taxlot and APO data for the e-permitting system did not work the first week of May, so had to delay this to the second week (when it finally did work), which was moderately vexing.

ST. HELENS INDUSTRIAL BUSINESS PARK PROPERTY

We are having more detailed conversations with PGE about creating a new parcel for their desired new sub-station to serve this property. PGE has noted that the new substation is necessary for any new use, including the proposed public safety facility.

MILLARD ROAD PROPERTY

Chase road easement agreement originated in 2009 with an 11-year window for development. We extended this for two years in 2020. Still no development. The extended two-year window ended in March. I've had a few conversations with the grantor over the last few months and they are open to an additional 2-year extension, retroactive to the end of March 2022. Finally initiated communication with legal counsel on this matter this month.

RIVERFRONT DISTRICT WATERFRONT PROPERTY

The Columbia View Park expansion and public infrastructure efforts continue, but the recent master developer selection process resulted in no developer onboard. Meeting deliberations where enough to scare the one interested entity away.

From: [Jennifer Dimsho](#)
To: [Jacob Graichen](#)
Subject: May Planning Department Report
Date: Tuesday, May 24, 2022 2:12:47 PM

Here are my additions to the May Planning Department Report.

GRANTS

1. **CDBG- Columbia Pacific Food Bank Project** – New completion deadline is 6/30. Final Occupancy is pending completion of Inspection Report items.
2. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Planning reviewed and provided comments on 60% design. Project check-in on 5/26. Quarterly Report due 6/1. Bidding is anticipated late Fall 2022 with construction in Spring/Summer 2023. Amendment approved to push completion deadline from November 2022 to February 2024.
3. **Business Oregon – Infrastructure Finance Authority** – Contract documents finalized. Will submit first reimbursement once design work is complete and Riverwalk/Streets & Utilities projects are out to bid.
4. **Certified Local Government – Historic Preservation Grant Program** – Roof work completed in April. Invoices paid. Final report and reimbursement received from SHPO!
5. **Technical Assistance Grant with the Oregon State Marine Board** - To assist with design and permitting of an in-water fishing dock and paddlecraft launch facility at Grey Cliffs Park. Council pubic forum on May 4 for final feedback. Feedback summarized submitted to OSMB to move forward.

PROJECTS & MISC

6. **Riverwalk Project (OPRD Grants x2)** – Columbia View Park expansion land use process completed! Playground re-design work is continuing and will be presented to Council/Parks & Rec. Comm soon. This work is now SDC eligible. Riverwalk Project and park design will proceeding to 60% design.
7. **Riverfront Streets/Utilities Design/Engineering** – Held a Joint PC/CC meeting to discuss 90% streets/utilities project update on 3/16. Pump station building design work is at 60%. SDR permit submitted for pump station building. To go before PC for architectural review on June 14.
8. **St. Helens Industrial Business Park (SHIBP) Public Infrastructure Design**– Work Order 1 approved - 30% design for Phase I infrastructure & permitting/grading work for Phase II. Held 2nd stakeholder meeting on 2/17 to discuss utility and transportation needs for Phase I infrastructure. Continuing PGE coordination for new substation. Kicking off Phase II grading work 4/27.
9. **Riverfront Redevelopment RFQ** – RFQ closed on 4/1 with 2 submittals received. Selection Committee to convene on 5/11 and 5/18 to review developer presentations. Atkins & Dame withdrew on 5/11. RkM withdrew on 5/23.
10. **Dig-E-Plan** – Building Department is rolling out a new digital plan review for building permits applications. Attended a 2-hour training to learn the new software tools and functionality. Continuing to review test records/processes.
11. **Nob Hill Nature Park Map** – Portland Community College student mapping project.

Assisting the GIS student who is preparing a map for posting at the kiosk.
Jenny Dimsho, AICP
Associate Planner / Community Development Project Manager
City of St. Helens
(503) 366-8207
jdimsho@sthelensoregon.gov



265 Strand Street
St. Helens, Oregon
97051

Item #8.

April 28, 2022

Oregon Liquor and Cannabis Commission
9079 SE McLoughlin Blvd.
Portland, OR 97222

Via Email: Marijuana.Licensing@oregon.gov

RE: Unlawful structures related to 10 OLCC licensed marijuana recreation producers listed here:

LICENSE NUMBER	LICENSEE NAME	BUSINESS NAME	LICENSE TYPE	ACTIVE	COUNTY	taxlot
020 101203720DD	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	112
020 101205525B6	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	103
020 1012058F630	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	104
020 10120598FEE	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	105
020 1012060D3A9	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	106
020 1012061E70F	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	107
020 1012062DE1B	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	108
020 10120649A31	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	109
020 1012065792B	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	110
020 1012066452E	OrGroTech LLC	OrGroTech	Recreational Producer	Yes	Columbia	111

Dear OLCC,

Attached to this letter is a notification of denial of a land use permit for 10 buildings, each associated with one of the recreation producer licenses identified above.

Please consider the unlawful state of these buildings, which were installed specifically to obtain OLCC licensing, in any future actions or considerations.

If you have any questions, please contact my office at the number below or by email:
jgraichen@sthelensoregon.gov.

Respectfully yours,

Jacob A. Graichen, AICP, City Planner



NOTICE OF ADMINISTRATOR'S LIMITED LAND USE DECISION
April 15, 2022

RE: Site Development Review, *minor* SDRm.4.22

Dear Applicant/Owner,

The City Planning Department has reviewed your application for a minor Site Development Review for installation of 10 approx. 80 square foot buildings placed throughout subject property with power connections at 1400 Kaster Road.

This decision may be appealed. The deadline for filing an appeal application with the required fee is **5pm the 10th day starting after the day of mailing this decision. If the 10th day falls on a legal holiday for the City or a weekend, the next business day for the City is the appeal deadline.**

Please note that this decision can be amended during the appeal period pursuant to St. Helens Municipal Code Section 17.24.275. For example, certain parties are notified of this decision and that could result in new information becoming available that warrants the City to amend the decision. **This decision is not final until the end of the appeal period for this decision or an amended decision thereof.**

If you have any questions, please contact this office.

**CITY OF ST. HELENS PLANNING DEPARTMENT
ADMINISTRATIVE STAFF REPORT**

File Number(s): Site Development Review, *minor* SDRm.4.22

Proposal: 10 approx. 80 square foot buildings placed throughout subject property with power connections. This proposal requires a *minor* Site Development Review.

Location: 1400 Kaster Road

Map/Taxlot(s): 4N1W-9-102/103/104/105/106/107/108/109/110/111/112

Applicant(s): Shaun Land for ACSP, LLC

Owner(s): ACSP, LLC

Zoning: Heavy Industrial, HI

* * * * *

CONCLUSION & DECISION

Based upon the facts and findings herein, the City Planning Administrator **DENIES** this *minor* Site Development Review.



Jacob A. Graichen, AICP, City Planner

APRIL 15, 2022
Date

* * * * *

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

Deemed Complete Info: This application was originally received on January 11, 2021. Staff identified missing information or other aspects that rendered the application incomplete and notified the applicant of the issue pursuant to SHMC 17.24.050 on February 2, 2021. The applicant refused to provide missing information, thus, the application was complete on the 31st day following receipt of the original application pursuant to SHMC 17.24.050(7). The city allowed additional time for the applicant to provide an adequate application and the applicant continued to fail to do so.

* * *

Permitting History: The site was formerly a part of the long-time paper mill on site, but starting in 2017, the subject property started to be used as its own principal use, including a land division to separate it for separate ownership purposes. Summary of land use permits as follows:

2017 – Site Development Review SDR.8.17, for building 1-3 for marijuana production and admin offices in building 1

2018 – Partition PT.1.18, to divide the property

2019 – Minor Site Development Review SDRm.7.19, for building 4 for marijuana processing

Summary: the subject property is a parcel as created by the land partition and includes four buildings that have been approved for use via land use permitting as listed. Use of any other preexisting building or the existence and placement of the 10 buildings that are the subject of this permit do not have land use approval.

* * *

SHMC 17.96.080 (3) – Minor Modification Site Development Review approval criteria

A minor modification shall be approved, approved with conditions or denied following the director's review based on the finding that:

- (a) No code provisions will be violated; and
- (b) The modification is not a major modification.

* * *

The applicant failed to provide an adequate application for development and use of land. The city is unable to make findings as to compliance of law and thus must deny this request. Except, the proposal likely does not constitute a major modification. It is possible a public easement identified on the partition P.P. No. 2020-03 that cuts a swath through the property has been encroached upon. Future development of the subject property will need to include abatement of these violations if not already resolved by that time.

A significant portion of the subject property consists of the "South 80 Landfill" per DEQ records. This area was capped in the 1980s. There were monitoring wells that were installed; those and the landfill were decommissioned under the Solid Waste Disposal Site Closure Permit No. 1152. The landfill was closed by DEQ on May 31, 1988. Though preexisting buildings 2 and 3 sit atop this landfill, there is no known record of these building being permitted prior to the 2017 decision noted above. Given the fill, anything currently present would have been built no earlier than the mid-1980's. The City's land use records as listed in the 2017 decision, predate the landfill.

Note that Oregon DEQ was involved in the permitting of buildings 2 and 3 as part of the 2017 decision.


Many of the buildings that are the subject of this permit were placed atop the "South 80 Landfill" and included trenching into that area for electrical lines. The city is not aware of any consultation with the Oregon Department of Environmental Quality.



ABOVE: A couple of the ten proposed buildings (one for foreground and another in the background) are visible in this photo and show that they have been installed prior to any land use entitlement.

Trenching into the "South 80 Landfill" to provide power to the buildings visible in this photo.

PACKET: 00372 5/13/22 LICENSE APPROVALS 5/13/22 LICENSES APPROVALS

Signature 

SEQUENCE: Contact

Date: 5-14-22

Item #8.

ID	PERIOD	-----NAME-----	LICENSE CODE	BALANCE
01100	5/04/22- 5/04/23	*MIND BODY SOUL CONNECTIONS	COUNSEL COUNSELING	0.00
01098	4/22/22- 4/22/23	*THE WATERING HOLE LLC	FOODCART FOOD TRUCK	0.00
00808	3/12/22- 3/12/23	*VICTORIA'S CLEANING	JANITOR JANITORIAL SERVICES	0.00
00352	2/01/22- 2/01/23	AMY LINDGREN LAW LLC	LAW LAW OFFICES	0.00
00857	3/13/22- 3/13/23	ANDERSON SCHARELL	2NDHAND 2ND HAND DEALER/PAWN	0.00
00737	4/01/22- 4/01/23	APPLE FOODS INC	DELIVERY DELIVERY SERVICE	0.00
00774	3/11/22- 3/11/23	AT&T DIGITAL LIFE INC	SECURITY SECURITY	0.00
00001	6/02/22- 6/02/23	BORTON LAW LLC	LAW LAW OFFICES	0.00
00584	2/18/22- 2/18/23	COLUMBIA THEATRE	THEATER THEATER	0.00
00268	1/01/22- 1/01/23	E&T GEORGES	FOODCART FOOD TRUCK	0.00
00782	3/11/22- 3/11/23	ELAGENT AUTO DETAILING LLC	AUTOBODY AUTO BODY/DETAILING	0.00
00711	4/01/22- 4/01/23	FIELDING LORIN	RENTAPT RENTAL - APARTMENTS	0.00
00537	2/09/22- 2/09/23	HAMER ELECTRIC INC	CONTELEC CONTRACTOR-ELECTRICA	0.00
01102	5/12/22- 5/12/23	INEXPENSIVE TREE CARE	TREES TREES	0.00
01099	4/29/22- 4/29/23	MAKUMADE	MANUF MANUFACTURING	0.00
00891	5/01/22- 5/01/23	MILLER COMMUNICATIONS LLC	COMMUNIC COMMUNICATION	0.00
00864	4/01/22- 4/01/23	OREGON INSULATION & REMODELING	CONTINSU CONTRACTOR-INSULATIO	0.00
00943	5/12/22- 5/12/23	ORKN EXTERMINATING CO INC	PEST PEST CONTROL	0.00

PACKET: 00372 5/13/22 LICENSE APPROVALS 5/13/22 LICENSES APPROVALS

SEQUENCE: Contact

Item #8.

LICENSE CODE		TOTAL	BALANCE
<hr/>			
2NDHAND	2ND HAND DEALER/PAWN	1	0.00
AUTOBODY	AUTO BODY/DETAILING	1	0.00
COMMUNIC	COMMUNICATION	1	0.00
CONTELEC	CONTRACTOR-ELECTRICA	1	0.00
CONTINSU	CONTRACTOR-INSULATIO	1	0.00
COUNSEL	COUNSELING	1	0.00
DELIVERY	DELIVERY SERVICE	1	0.00
FOODCART	FOOD TRUCK	2	0.00
JANITOR	JANITORIAL SERVICES	1	0.00
LAW	LAW OFFICES	2	0.00
MANUF	MANUFACTURING	1	0.00
PEST	PEST CONTROL	1	0.00
RENTAPT	RENTAL - APARTMENTS	1	0.00
SECURITY	SECURITY	1	0.00
THEATER	THEATER	1	0.00
TREES	TREES	1	0.00
TOTAL ALL CODES:		18	0.00

PACKET: 00372 5/13/22 LICENSE APPROVALS 5/13/22 LICENSES APPROVALS

SEQUENCE: Contact

Item #8.

*** 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 **