



# COUNCIL REGULAR SESSION

Wednesday, August 20, 2025 at 7:00 PM

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## COUNCIL MEMBERS:

Mayor Jennifer Massey  
Council President Jessica Chilton  
Councilor Mark Gundersen  
Councilor Russell Hubbard  
Councilor Brandon Sundeen

## LOCATION & CONTACT:

HYBRID: Council Chambers & Zoom (details below)

Website | [www.sthelensoregon.gov](http://www.sthelensoregon.gov)

Email | [kpayne@sthelensoregon.gov](mailto:kpayne@sthelensoregon.gov)

Phone | 503-397-6272

Fax | 503-397-4016

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## UPDATED AGENDA

### CALL REGULAR SESSION TO ORDER

### PLEDGE OF ALLEGIANCE

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

### DELIBERATIONS

1. Annexation of Property Located at 58506 Kavanagh Street (Mark Comfort/Tom Mahaffey)

### ORDINANCES – *Final Reading*

- 2. Ordinance No. 3310:** An Ordinance Amending St. Helens Municipal Code Chapter 2.12 "City Administrator"

### ORDINANCES – *First Reading*

- 3. Ordinance No. 3315:** An Ordinance Amending the St. Helens Municipal Code Chapter 13.30, Adding a Sunset Provision to the Public Safety Fee
- 4. Ordinance No. 3316:** An Ordinance Amending the St. Helens Municipal Code Chapter 13.32, Requiring Voter Approval Before the Establishment of New Fees on Utility Bills Unrelated to Utility Services

### RESOLUTIONS

- 5. Resolution No. 2052:** A Resolution Appointing Matthew Smith as the Chief of Police of the City of St. Helens

### AWARD BID/CONTRACT

- 6.** Award Bid and Authorize Mayor to Sign Contract with Specialized Pavement Marking, LLC for 2025 Pavement Striping, Project No. R-723, in the Amount of \$65,946.10
- 7.** Award Bid and Authorize Mayor to Sign Contract with S-2 Contractors, Inc. for 2025 Pavement Patching, Project No. R-722, in the Amount of \$54,654.00

### APPROVE AND/OR AUTHORIZE FOR SIGNATURE

- 8.** Extension of Agreement with McKinstry Essention LLC for Microgrid Planning and Preliminary Design related to the OR C-REP Grant Award

**CONSENT AGENDA FOR ACCEPTANCE**

- [9.](#) Parks & Trails Commission Minutes dated June 9, 2025
- [10.](#) Planning Commission Minutes dated July 8, 2025

**CONSENT AGENDA FOR APPROVAL**

- [11.](#) City Council Minutes dated July 16 and August 4, 2025
- [12.](#) Declare Surplus Property - Real Properties described as Tax Account Nos. 9983, 10015, and 28848
- [13.](#) Accounts Payable Bill Lists

**WORK SESSION ACTION ITEMS**

**COUNCIL MEMBER REPORTS**

**MAYOR MASSEY REPORTS**

**PROACTIVE ITEMS**

**OTHER BUSINESS**

**ADJOURN**

**VIRTUAL MEETING DETAILS**

Join: <https://us02web.zoom.us/j/86521852502?pwd=NLS7Y80kcWTEqjdGP4larxDOZwjamH.1>

Passcode: 993165

Phone one-tap: +16699009128

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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](http://www.sthelensoregon.gov) or call 503-366-8217.

**City of St. Helens**  
**ORDINANCE NO. 3310**

**AN ORDINANCE AMENDING THE ST. HELENS MUNICIPAL CODE  
 CHAPTER 2.12 "CITY ADMINISTRATOR"**

**WHEREAS**, pursuant to the Oregon constitution, the laws of the State of Oregon, and its Charter, the St. Helens City Council has the power to exercise its legislative and administrative authority through the adoption of Ordinances and Resolutions; and

**WHEREAS**, pursuant to the St. Helens City Charter, Section 33, the Council has authority to appoint officers as they deem necessary; and

**WHEREAS**, the City of St. Helens adopted Ordinance No. 2220, which created, established, and defined the duties of the City Administrator of the City of St. Helens; and

**WHEREAS**, the City of St. Helens adopted Ordinance No. 2991, which repealed Ordinance No. 2220, and codified Chapter 2.12 of the Municipal Code, establishing the position of the City Administrator and duties thereof; and

**WHEREAS**, the City of St. Helens adopted Ordinance No. 3030, which repealed Ordinance No. 2991, and updated the duties of the position of the City Administrator; and

**WHEREAS**, the City of St. Helens adopted Ordinance No. 3276, which updated the duties and position of the City Administrator; and

**WHEREAS**, pursuant to Resolution No. 2038, which updated the St. Helens Governing Policy, and in which the City Council delegates certain authority to the City Administrator which had been previously reserved to the City Council; and

**WHEREAS**, to ensure consistency with the St. Helens Governing Policy, and to reflect the actual duties of the City Administrator, the City desires to update the St. Helens Municipal Code Chapter 2.12.

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

**Section 1.** The above recitations are true and correct and are incorporated herein by reference.

**Section 2. Amendment.** The City of St. Helens Municipal Code Section 2.12.030 "Power and Authority – Duties" is hereby amended under Chapter 2.12 "City Administrator," as set out in **Attachment A**, attached hereto, and incorporated herein by this reference.

**Section 3. Severability.** If any section, provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other sections, provisions, clauses, or paragraphs of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable. This City Council hereby declares that it would have adopted this Ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed, and the balance of the Ordinance be enforced.

**Section 4. Savings Clause.** Notwithstanding this amendment/repeal, the City ordinances in existence at the time any criminal or civil enforcement actions were commenced, shall remain valid and in full force and effect for purposes of all cases filed or commenced during the times said ordinance(s) or portions thereof were operative. This section simply clarifies the existing situation that nothing in this Ordinance affects the validity of prosecutions commenced and continued under the laws in effect at the time the matters were originally filed.

**Section 5. Codification.** Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", or another word, and the sections of this Ordinance may be renumbered, or relettered, provided however that Whereas clauses and boilerplate provisions need not be codified.

**Section 6. Effective Date.** The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time: July 16, 2025  
Read the second time: August 20, 2025

**Approved and adopted** this 20<sup>th</sup> day of August 2025 by the following vote:

Ayes:  
Nays:  
Abstain:

\_\_\_\_\_  
Jennifer Massey, Mayor

Attest:

\_\_\_\_\_  
Kathy Payne, City Recorder

**CITY OF ST. HELENS  
ORDINANCE NO. 3310  
ATTACHMENT A**

Item #2.

**CHAPTER 2.12 CITY ADMINISTRATOR**

**2.12.030 Power and authority – Duties.**

(1) The Ceity Aadministrator shall exercise all authority and power herein delegated, or hereinafter delegated, to them by the Ceity Cecouncil. The duties of the Ceity Aadministrator are listed herein ander in any employment agreement the job description that is approved by Ceity Cecouncil. The duties and responsibilities hereinabove listed shall not be interpreted as limiting the authority of the city administrator but shall be interpreted as merely a partial definition of their responsibilities.

(2) The powers and duties of the City Administrator shall be as follows:

(a) The City Administrator shall devote their entire working time to the discharge of their official duties, attend all meetings of the Council unless excused therefrom by the Council, keep the Council advised at all times of the affairs and needs of the City, make reports annually, or more frequently if requested by the Council, of all the affairs and departments of the City;

(b) The City Administrator shall see that all ordinances are enforced and that the provisions of all franchises, leases, contracts, permits and privileges granted by the City are observed;

(c) The City Administrator shall appoint, supervise, and remove city employees as required, including designating a custodian of records, and except as the Charter or Governing Policy otherwise provides. The City Administrator shall have general supervision and control over them and their work with power to transfer an employee from one department to another. The City Administrator shall supervise the departments to the end of obtaining the utmost efficiency in each of them. The City Administrator shall delegate duties, but remain responsible for actions of all subordinates;

(d) The City Administrator shall ensure that all expenditures of public funds, including the purchase of goods and services, are made in accordance with City policies, State budget and public contract law, and generally accepted financial management practices;

(e) The City Administrator shall be responsible for preparing and submitting to the Budget Officer such information and reports as that Budget Officer requests;

(f) The City Administrator shall supervise the operation of all public utilities owned and operated by the City and shall have a general supervision over all City property;

(g) Encourage and support regional and intergovernmental cooperation;

(h) Promote cooperation among the Council, staff, and citizens in developing city policies and building a sense of community; and

(~~g~~i) The City Administrator shall perform other duties as directed by the Council.

City of St. Helens  
**ORDINANCE NO. 3315**

AN ORDINANCE AMENDING THE ST. HELENS MUNICIPAL CODE  
CHAPTER 13.30, ADDING A SUNSET PROVISION TO THE PUBLIC  
SAFETY FEE

**WHEREAS**, pursuant to the Oregon Constitution, the laws of the State of Oregon, and its Charter, the St. Helens City Council has the power to exercise its legislative and administrative authority through the adoption of Ordinances and Resolutions; and

**WHEREAS**, municipal service fees are fees based on the direct or indirect use of or benefit from general city services, such as public safety, library, parks, or another general service and are collected through the utility bill; and

**WHEREAS**, in 2021, City Council adopted a Public Safety Fee in Chapter 13.30, which is a type of municipal service fee adopted to pay for the acquisition and construction of a public safety facility; and

**WHEREAS**, in 2021, the City entered into a 30-year financing agreement for municipal bonds to fund the acquisition and construction of a new public safety facility, which would be repaid through revenue generated from the adoption of a Public Safety Fee in Chapter 13.30; and

**WHEREAS**, the City Council desires to discontinue the collection of the Public Safety Fee upon the maturation of the 30-year bond financing at which time it is anticipated that the 30-year bond financing obligation will be repaid.

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

**Section 1.** The above recitations are true and correct and are incorporated herein by reference.

**Section 2. Amendment.** The City of St. Helens Municipal Code Chapter 13, Public Services is amended as follows, with additions bolded and underlined and deletions struck through:

**13.30.040 ~~Creation, and imposition, and termination~~ of public safety fee.**

\*\*\*\*

- (1) The city council hereby establishes and imposes a public safety fee to be paid by the responsible party of any developed property within the corporate limits of the city **and such fee shall expire on June 30, 2052.**

\*\*\*\*

**Section 3. Severability.** If any section, provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other sections, provisions, clauses, or paragraphs of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be servable. This City Council hereby declares that it would have adopted this Ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed, and the balance of the Ordinance be enforced.

**Section 4. Savings Clause.** Notwithstanding this amendment/repeal, the City ordinances in existence at the time any criminal or civil enforcement actions were commenced, shall remain valid and in full force and effect for purposes of all cases filed or commenced during the times said ordinance(s) or portions thereof were operative. This section simply clarifies the existing situation that nothing in this Ordinance affects the validity of prosecutions commenced and continued under the laws in effect at the time the matters were originally filed.

**Section 5. Codification.** Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", or another word, and the sections of this Ordinance may be renumbered, or relettered, provided however that Whereas clauses and boilerplate provisions need not be codified.

**Section 6. Effective Date.** The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time:	August 20, 2025
Read the second time:	September 3, 2025

**Approved and adopted** on September 3, 2025 by the following vote:

Ayes:  
Nays:  
Abstain:

\_\_\_\_\_  
Jennifer Massey, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

City of St. Helens  
**ORDINANCE NO. 3316**

AN ORDINANCE AMENDING THE ST. HELENS MUNICIPAL CODE  
 CHAPTER 13.32, REQUIRING VOTER APPROVAL BEFORE THE  
 ESTABLISHMENT OF NEW FEES ON UTILITY BILLS UNRELATED  
 TO UTILITY SERVICES

**WHEREAS**, pursuant to the Oregon Constitution, the laws of the State of Oregon, and its Charter, the St. Helens City Council has the power to exercise its legislative and administrative authority through the adoption of Ordinances and Resolutions; and

**WHEREAS**, municipal service fees are fees based on the direct or indirect use of or benefit from the provision of general city services, such as public safety, library, parks, or another general service and are collected through the utility bill; and

**WHEREAS**, municipal service fees do not include (1) fees charged to persons or property based on use or consumption of utilities, such as water, sewer, or stormwater; (2) fees that arise based on the cost of specific services or activities, such as land use or building permit fees, local improvement districts, and other fees on the Universal Fee Schedule, or (3) impact fees such as System Development Charges (SDCs); and

**WHEREAS**, public comment at the City's Budget Committee meetings, City Council Work Session meetings, and City Council meetings, supported requiring voter approval prior to the City establishing new or increased city fees collected through the utility bill, if those fees are unrelated to utility services; and

**WHEREAS**, City Council solicited public comment and testimony at the August 1, 2025, Special Meeting and August 20, 2025, City Council Work Session and City Council meeting regarding adding a voter requirement to city code prior to the establishment of new fees unrelated to utility services and collected through the utility bill; and

**WHEREAS**, public comment testified in favor requiring voter approval prior to the establishment of new fees unrelated to utility services that are collected through the utility bill and the City Council concurs.

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

**Section 1.** The above recitations are true and correct and are incorporated herein by reference.

**Section 2. Amendment.** The City of St. Helens Municipal Code Chapter 13, Public Services is amended to add Chapter 13.32, Municipal Service Fees, as set out in **Attachment A**, attached hereto, and incorporated herein by this reference.

**Section 3. Severability.** If any section, provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid,



such invalidity shall not affect the other sections, provisions, clauses, or paragraphs of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be servable. This City Council hereby declares that it would have adopted this Ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed, and the balance of the Ordinance be enforced.

**Section 4. Savings Clause.** Notwithstanding this amendment/repeal, the City ordinances in existence at the time any criminal or civil enforcement actions were commenced, shall remain valid and in full force and effect for purposes of all cases filed or commenced during the times said ordinance(s) or portions thereof were operative. This section simply clarifies the existing situation that nothing in this Ordinance affects the validity of prosecutions commenced and continued under the laws in effect at the time the matters were originally filed.

**Section 5. Codification.** Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", or another word, and the sections of this Ordinance may be renumbered, or relettered, provided however that Whereas clauses and boilerplate provisions need not be codified.

**Section 6. Effective Date.** The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time:	August 20, 2025
Read the second time:	September 3, 2025

**Approved and adopted** on September 3, 2025 by the following vote:

Ayes:  
Nays:  
Abstain:

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Jennifer Massey, Mayor

ATTEST:

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Kathy Payne, City Recorder

**ATTACHMENT A  
CITY OF ST. HELENS  
ORDINANCE NO. 3316**

**CHAPTER 13.32 MUNICIPAL SERVICE FEES**

**13.32.010 PURPOSE**

The purpose of a Municipal Service Fee is to provide funding for the direct or indirect use of or benefit from the provision of city services, such as public safety, library, parks, or another specific purpose. Municipal Service Fees are not a property tax, nor subject to the limitation of article XI, section 11, of the Oregon Constitution. The obligation to pay a Municipal Service Fee arises when a person receives the direct or indirect benefit of the city service. It is presumed that the benefit of city services is received when a person owns or uses developed property. Municipal Service Fees are separately identified and collected through utility bills.

**13.32.020 Definitions**

**Municipal Service Fees.** A Municipal Service Fee provides funding for the direct or indirect use of or benefit from the provision of city services, including but not limited to public safety, library, parks, or another specific purpose and collected on the utility bill. A Municipal Service Fee does not include (1) fees charged to persons or property based on the use or consumption of utilities, such as water, sewer, or stormwater fees established through utility rates, (2) fees imposed for a specific service or activity, such as building permit fees, land use permit fees, local improvement districts, or those adopted in the Universal Fee Schedule, or (3) impact fees such as System Development Charges.

**13.32.030 Voter Approval Required for a Municipal Service Fee Unrelated to Utility Services.**

- (1) Voter approval by a majority of the votes cast at a city-wide election shall be required before a Municipal Service Fee unrelated to utility services is established, increased, or purpose modified.
- (2) The reduction or repeal of Municipal Service Fee shall not require voter approval.
- (3) Any proposal to establish or increase a Municipal Service Fee shall:
  - a. Specify the maximum amount of the fee or rate;
  - b. Include an expiration date unless reauthorized by the voters; and
  - c. State the specific purpose for which the revenue is to be used.
- (4) A Municipal Service Fee approved by the City prior to the effective date of this Ordinance, shall not be subject to the voter approval requirement unless the Municipal Service Fee is increased or its purpose modified.

City of St. Helens  
**RESOLUTION NO. 2052**

A RESOLUTION APPOINTING MATTHEW SMITH AS THE CHIEF  
OF POLICE OF THE CITY OF ST. HELENS

**WHEREAS**, under the City's Governing Policy, Department Head vacancies are required to be filled by an internal or external recruitment, appointed by the City Administrator and subject to confirmation by City Council; and

**WHEREAS**, there was a vacancy in the Chief of Police position and the City advertised an internal recruitment, and assembled a 5-person Evaluation Committee, comprised of two regional Chiefs of Police, the Columbia County Sheriff, a representative of the St. Helens Police Association, and a City Councilor, to evaluate the candidates and recommend the highest scoring candidate to be selected as the next Chief of Police; and

**WHEREAS**, on May 29, 2025, after reviewing written statements and oral interviews, the Evaluation Committee selected Matthew Smith as the highest-ranking candidate in the internal Chief of Police recruitment; and

**WHEREAS**, on June 4, 2025, per the Governing Policy, the City Administrator appointed Matthew Smith to be the City's next Police Chief, subject to a background investigation and psychological evaluation, and further subject to City Council approval and the City Council voted unanimously to approve this selection; and

**WHEREAS**, on June 4, 2025, Matthew Smith was appointed to be the Acting Chief of Police effective June 9, 2025, until the permanent appointment of the Chief of Police; and

**WHEREAS**, having satisfied the requirements of a background and psychological evaluation, the City Administrator appoints Matthew Smith as Chief of Police, subject to City Council confirmation.

**NOW, THEREFORE, the City of St. Helens resolves as follows:**

**SECTION 1.** Matthew Smith is appointed as the Chief of Police of the City of St. Helens subject to the employment agreement attached as **Exhibit A**.

**PASSED AND ADOPTED** by the City Council on this 20<sup>th</sup> day of August 2025 by the following vote:

Ayes:  
Nays:  
Abstains:

\_\_\_\_\_  
Jennifer Massey, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

**EMPLOYMENT AGREEMENT  
CHIEF OF POLICE  
CITY OF ST. HELENS, OREGON**

**PARTIES:** City of St. Helens (hereinafter “City” or “Employer”)

and

Matthew Smith (hereinafter “Chief” or “Employee”)

**RECITALS:**

The City, acting by and through its City Administrator in consultation with the Mayor and City Council, in order to establish a professional and business-like relationship between it and its Chief of Police enter into this Agreement to set out the terms and conditions of the Chief’s employment.

**IT IS AGREED:**

1. Employment. City hereby offers to Employee (and Employee hereby accepts) employment as Chief of Police consistent with the terms of this Agreement. It is understood by the Chief and Employer that the employment relationship between the City and the Chief is employment at will and the only rights the Chief has are those set out in this Agreement.

2. Duties and Responsibilities. The Chief is expected to devote such time and effort as may be required for the effective discharge of his duties as Chief as well as his overall responsibilities as an employee of the City. It is recognized that the Chief will likely be required to devote a great deal of time outside normal office hours to the business of the City, and to that end the Chief will be permitted to establish an appropriate work schedule. The Chief will be compensated on a “salary basis” and is expected to devote whatever time is required to accomplish the City’s business periodically. The Chief’s duties include (but are not limited to) the following:

- A. The initiation, administration and supervision of the law enforcement emergency response related activities and programs for the City;
- B. The initiation, administration and over-all supervision of all functions and programs of the St. Helens Police Department;
- C. The oversight of maintenance and upkeep of Police facilities and equipment and as well as the acquisition of new (or disposal of used) equipment and facilities;
- D. The oversight of all necessary fiscal and other records for the St. Helens Police Department;

- E. The hiring, supervision, training, discipline and development of both sworn and non-sworn personnel appropriate to sustain law enforcement services in St. Helens subject to the personnel policies of the City and policies of the St. Helens Police Department as amended periodically;
- F. To do and perform all things necessary to administer the Police Department in conformance with the City of St. Helens Police Chief position description and to comply with the directions set by the City Administrator periodically.

The Chief shall adhere to all rules, regulations, ordinances and policies now in existence or hereafter adopted by the City and shall administer and oversee the affairs of the Police Department consistent therewith as well as applicable state and federal law.

3. Residency. While not a requirement, residency within the City as well as civic involvement within the community are both desired and encouraged.
4. Term. This Agreement shall commence and be effective on August 21, 2025. Unless terminated consistent with the terms of this Agreement, the term of this Agreement shall continue for a period of one (1) year (i.e., until August 31, 2026). This Agreement shall thereafter automatically renew each September 1<sup>st</sup> unless or until either the City (acting through the City Administrator) or the Chief provides written notice to the other at least thirty (30) days prior to the relevant September 1st of intent not to renew or in the event the Agreement is terminated, amended or modified by either the Chief or the City as provided for herein.
5. Salary. Commencing on the effective date, the City shall pay Chief for services rendered a monthly salary of thirteen thousand fifty nine dollars and 11 cents (\$13,059.11). In addition, Employee shall maintain vacation and sick leave accrual balances earned and accrued during Employee's employment by the City. The Chief's salary will be adjusted periodically in accordance with the City's practice applicable to senior management positions of the City under the City compensation plan and within the salary range adopted and adjusted periodically by the Council. The City's ability to increase compensation is limited by availability of funds for that purpose and is determined in the budget and by the City's generally applicable compensation determination practices.
6. Fringe Benefits. The Chief shall receive the fringe benefits which the City has provided and/or may hereafter provide to regular, non-represented City employees and the senior executive staff of the City. These include, but are not limited to, accrued paid time off as provided for in City policies, health and life insurance, long term disability insurance, group life insurance, VEBA contributions, certification pay, participation in deferred compensation plans on the same basis as paid to other City senior management employees, and PERS retirement benefits year.

7. Other Compensation, Terms and Conditions.

- A. Technology. The City will issue a City owned cell phone of Employee's choosing from among City standards with data connectivity. Employee will be provided a laptop computer with authorized remote connectivity to the City network in addition to 9-1-1 connectivity equipment. These resources will be used for City-related business purposes only in accordance with City policy, provided however that Chief's incidental personal use of these resources while on-duty for reasons of convenience and expediency shall be deemed part of Employee's compensation.
- B. Automobile. The Chief shall be provided a suitable police executive emergency response vehicle with appropriate emergency and communications equipment. The Chief may use this emergency vehicle in the discharge of duties, and at such times and to the extent that the Chief deems appropriate in order to remain in radio contact and be subject to call anywhere in the Portland Tri-County Metropolitan area and Columbia and Clatsop counties, or within the State of Oregon while performing public business. Incidental personal use of the vehicle assigned to the Chief is deemed in the public interest because the Chief is subject to call when immediate response is required, and therefore personal use when the Chief is within a reasonable response area of the City of St. Helens is encouraged and shall not be regarded as a personal benefit or as compensation.
- C. DPSST Management and Executive Level Certification. Within two (2) years of accepting employment as Chief of Police, the Chief shall obtain both a Management Certificate and Executive Certificate from the Oregon Department of Public Safety Standards and Training (DPSST). Failure to obtain both a Management Certificate and Executive Certificate shall be grounds for termination for cause under Paragraph 8.B. below, and Chief shall not be entitled to a severance of any kind.
- D. General Expenses. The City shall reimburse the Chief for reasonable job-related expenses upon receipt of vouchers, receipts or statements. The Chief is authorized to expend City funds in the execution of City business and in representing the City at conferences and otherwise, to purchase materials for recognition of employees or volunteers, and to incur travel and lodging expenses in the conduct of City business.
- E. Dues and Subscriptions. The City will pay for professional dues and subscriptions appropriate for full participation in appropriate associations and organizations necessary and desirable for professional participation, growth and advancement, and to improve performance of duties as Chief. The Chief shall report to the City Administrator on each professional organization for which the City pays dues and subscription services. It is expected that the Chief will represent the City at periodic meetings of the Oregon Association of Chiefs of Police (OACP) and the League of Oregon Cities (LOC), and such

other professional gatherings as the Chief and City Administrator determine appropriate and/or necessary.

- F. Uniforms and Equipment. City shall furnish law enforcement equipment and uniforms required for the Chief. In addition, the City will provide a taxable clothing allowance of seven hundred and seventy-five Dollars (\$775.00) per year administered in accordance with Police Department clothing allowance practices otherwise applicable to others.
- G. Civic Memberships. The City acknowledges the value of having the Chief participate and be directly involved in local civic clubs or organizations. The City shall pay the reasonable membership fees and/or dues to enable the Chief to become an active member in local civic clubs or organizations which are approved in advance by the City Administrator.
- H. Outside Activities. Employment provided for by this Agreement shall be Chief's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the City and the community, the Chief may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute interference with or a conflict of interest with his responsibilities under this Agreement. Notification to the City Administrator and pre-approval of outside employment is required.
- I. Flexibility in Hours of Work. In recognition of the demands placed on the Chief of Police, the Chief shall be permitted to flex time off as he may deem appropriate during regular office hours as a salaried employee. Flexed time off for this purpose is not determined with precision in relation to the time worked in excess of the Chief's normal workweek. Such time will not be accounted for in a bank or otherwise, and the Chief shall remain fully accountable and account to the City Administrator for use of this time.

8. Termination and Severance.

- A. Termination Without Cause. This Agreement may be terminated either by the City or the Chief for any reason whatsoever upon giving not less than thirty (30) days written notice to the other party. The parties recognize that the Chief is a key member of the City's executive management team and should therefore provide the City Administrator with the greatest amount of notice possible as soon as possible.
- B. Termination for Cause. This Agreement may be terminated immediately in the sole discretion of the City Administrator upon the occurrence of any of the following:
  - (1) The Chief fails or refuses to comply with the policies, standards and regulations of the City, including but not limited to the Certification requirements set forth in subsection 7.C. of this Agreement, or

written expectations of the City Administrator as may be established periodically;

- (2) The Chief commits act(s) of fraud, dishonesty, misappropriation of funds, deception of the City Administrator or other authority, or such other wrongdoing or misconduct which in the view of the City Administrator, reflects poorly on the Chief and the law enforcement profession and which in the view of the City Administrator compromises the Chief's ability to act as Chief;
- (3) Chief fails or refuses to perform faithfully or diligently any of the duties provided for in this Agreement;
- (4) Any other misconduct that the City Administrator determines would interfere with the Chief's ability to adequately perform his duties and/or results in the initiation of proceedings which could result in the suspension or loss of the Chief's Oregon Department of Public Safety Standards and Training (DPSST) certification.

C. Severance Upon Termination Without Cause. In the event Chief is involuntarily terminated by the City Administrator prior to the expiration of the term of this Agreement or any successive term (when the Chief is willing and able to perform his duties) for reasons other than those set out in subsection 8.B. of this Agreement, then

- (1) If notice of termination without cause is given to the Chief prior to August 1, 2026, Employee shall be reinstated to his former position as Sergeant within the St. Helens Police Department and shall not be entitled to any severance pay.
- (2) If the Chief's employment is terminated by the City without cause, as defined in Section 8.A., after September 1, 2026 the City shall pay the Chief severance pay in an amount equal to three (3) months of Chief's annual salary. The amount of the severance pay will increase by one month each September 1st, from September 1, 2026 until September 1, 2028, when it will be capped at six (6) months of Chief's annual salary. For purposes of illustration, the severance payable to Chief is three (3) months' annual salary as of September 1, 2025, four (4) months' annual salary as of September 1, 2026, five (5) months' annual salary as of September 1, 2027, and six (6) months' annual salary as of September 1, 2028, at which point the severance pay will be capped. In the event the Chief is terminated for cause as set forth in Section 8.B. above, Chief shall not be entitled to any severance payment. Any severance pay will be subject to employment tax withholding and paid in equal monthly installments commencing in the month following the Chief's last month worked. In addition, the City shall pay directly premiums for



health insurance continuation coverage for the Chief and enrolled dependents for so long as eligibility under COBRA continues but not in excess of three (3) months following the last calendar month during which the Chief is employed by the City.

- D. If the City reduces the salary or other financial benefits of Chief in greater percentage than an applicable across the board reduction for all unclassified employees of the City or if Chief resigns at the request of the City Administrator (for reasons other than those identified in paragraph 8.B. of this Agreement), then the Chief may deem this Agreement to be involuntarily terminated without cause and he shall thereby be entitled to the severance amounts consistent with subsection 8.C. of this paragraph.
- E. Upon any termination or resignation, the Chief shall be entitled to a lump sum payment equivalent to all unpaid accrued vacation, holiday and personal leave time off accruals consistent with benefits accorded other non-represented employees of the City in addition to any severance amount described in this Agreement to which the Chief is otherwise entitled.
- F. If Chief voluntarily resigns his position with Employer, Chief shall give the City Administrator at least thirty (30) calendar days' written notice in advance of the anticipated last day of City service. The Chief shall be available to work during this period. The City Administrator, however, shall have the discretion to decide whether Chief shall continue to serve in his position during the notice period. Upon voluntary resignation at any time except as specified in sub-paragraph 8.D. of this Agreement, the Chief shall not be entitled to any severance amount.
- G. In the event Chief is incapacitated or otherwise unable to perform his duties as Chief, upon exhaustion of paid earned leave and other allowed time permitted by Oregon and federal law, the City may either suspend the Agreement until the Chief is able to return to work or terminate this Agreement. In this event, severance shall not apply and other employment benefits shall be exclusive.

9. Goal-Setting and Performance Evaluation.

- A. The City Administrator shall periodically identify goals, objections and concerns beyond those generally described in this Agreement related to duties of the Chief either by informal discussions or more formally. The City Administrator shall meet with Chief at least once during each year of the term of this Agreement for the purpose of setting goals, objectives, priorities and performance standards and to evaluate and assess the performance of the Chief in meeting or progressing towards the goals and expectations previously identified as well as to examine Chief's exercise of authority granted or otherwise identified above in this Agreement. This process shall be conducted in a manner which is consistent with the City and prevailing governmental performance appraisal policy and practice.

- B. In the event the City Administrator determines that the performance of Chief is unsatisfactory in any respect or needs significant improvement in any area, the City Administrator shall describe these concerns in writing and in reasonable detail or with specific examples so as to be objective and positive in nature and so as to provide adequate and meaningful opportunity to correct the deficiency.

10. General Provisions.

- A. Professional Liability. City shall defend, hold harmless and indemnify the Chief from any and all demands, claims, suits, actions and legal proceedings brought against the Chief in his individual capacity, or in his official capacity as agent and employee of the City, consistent with the terms of the Oregon Tort Claims Act (ORS 30.260 to 30.300).
- B. Amendment. Nothing shall restrict the ability of the City Administrator and Chief to amend or adjust the terms of this Agreement. However, no amendment or adjustment shall be valid unless in writing and signed by both the Chief and the City Administrator.
- C. Severability. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable and shall not be affected, and shall remain in full force and effect.
- D. Relationship to City Policies of General Application. The terms of this Agreement shall control over inconsistent terms and elements of personnel policies of the City. To the extent that this Agreement is not inconsistent therewith, City policies shall constitute terms and conditions governing the Chief's employment.
- E. Mediation. Should any dispute arise between the parties regarding the terms of this Agreement or work or services covered thereby, such dispute shall be submitted to a mediator prior to arbitration if either party elects arbitration. The parties shall exercise good faith efforts to select a mediator whose compensation shall be shared equally by both parties. Mediation will be conducted in the Portland metropolitan area (including Columbia County), unless both parties agree otherwise. Both parties agree to exercise good faith efforts to resolve disputes covered by this section through this mediation process. If a party requests mediation and the other party fails to respond within ten days, or if the parties fail to agree on a mediator within ten days, a mediator shall be appointed by the presiding judge of the Columbia County Circuit Court upon request of either party.
- F. Arbitration. In the event the parties have a dispute concerning the terms of this Agreement, the terms and conditions of the employment relationship, or the violation of any federal, state or local law relating to the employment

relationship (and they have not otherwise resolved the matter through the mediation process set out in subsection 10.E. above), then the dispute shall be resolved by submitting it to binding arbitration.

Within thirty (30) days of a notice by either party to the other requesting arbitration, the City and the Chief shall select an arbitrator from a list of three (3) obtained from Arbitration Services of Portland, Inc. (ASP). The arbitrator shall for purposes of the arbitration proceedings apply the rules of mandatory arbitration as adopted by the ASP in effect at the time of the arbitration.

Within sixty (60) days of the selection or appointment of the arbitrator, both the City and the Chief shall concurrently submit to the arbitrator (supplying a copy to each other) a written statement of their respective legal and factual positions on the dispute. The arbitrator shall determine, after a hearing on the merits and within forty-five (45) days after receipt of the statements, the determination of the dispute which determination shall be final and binding.

Each party shall bear equally the expense of the arbitrator and all other expenses of conducting the arbitration. Each party shall bear its own expenses for witnesses, depositions, other costs incurred and attorneys.

G. Integration. This Agreement contains the entire Agreement between the parties and supersedes all prior written or oral discussions or agreements regarding the same subject.

IN WITNESS WHEREOF, the CITY OF ST HELENS, OREGON has caused this Agreement to be signed and executed by its City Administrator. The parties have signed and executed this Agreement, in duplicate, the day and year noted below each signature.

CITY OF ST. HELENS

\_\_\_\_\_  
By: John Walsh  
City Administrator

\_\_\_\_\_  
Matthew Smith

Dated: August \_\_\_, 2025

Dated: August \_\_\_, 2025



## STAFF REPORT

Meeting Date: August 20, 2025  
 Author: Sharon Darroux, Engineering Manager  
 Department: Public Works  
 Division: Engineering  
 Subject: 2025 Annual Pavement Striping  
 Type of Item: Project Award  
 CC: Mouhamad Zaher, Public Works Director  
 John Walsh, City Administrator

### Introduction:

This report provides an overview of the City's Annual Pavement Striping Project for the current fiscal year. The project is part of the City's ongoing maintenance program to enhance roadway safety, improve traffic flow, and ensure compliance with current transportation standards. The scope of work includes restriping existing centerlines, fog lines, and bike lanes on various city streets.

### Background:

The City performs annual restriping of existing centerlines, fog lines, and bike lanes as part of its routine roadway maintenance program. Over time, pavement markings fade due to weather, traffic wear, and general aging, which can reduce visibility and compromise roadway safety. Regular restriping ensures that traffic lanes, bicycle facilities, and roadway edges remain clearly visible to all users. This work supports safe and efficient travel for motorists, cyclists, and pedestrians, and is consistent with the City's commitment to maintaining a safe and well-functioning transportation network.

### Staff Analysis:

The City solicited quotes from multiple qualified contractors to perform pavement striping on June 30, 2025 and received one quote from the following firm on July 14th,

FIRM	LOCATION	QUOTE
Specialized Pavement Marking, LLC	Tualatin, OR	\$65,946.10

### Budget Impact:

City street funds have been budgeted this fiscal year for the project. Project funds are reimbursable by STBG (Surface Transportation Block Grant) funds.

### Requested Action:

City Council is requested to award the project and authorize the Mayor to execute a Contract for the 2025 Annual Pavement Striping Project to Specialized Pavement Marking, LLC at the City Council Regular Session this evening, August 20, 2025. The contract will be for the amount specified in the firm's bid, plus standard contingency.

### Attachment:

Specialized Pavement Marking, LLC quote



## **REQUEST FOR QUOTES**

June 30<sup>th</sup>, 2025

City of St. Helens  
Engineering Division  
265 Strand Street  
St. Helens, OR 97051

The City of St. Helens is asking for bids for the following project:

### **2025 ANNUAL STRIPING PROJECT Project No. R-723**

The contractor shall provide all materials, labor, supervision, and equipment required to paint approximately 90,530 linear feet of 4" yellow pavement striping; 57,200 linear feet of 8" white pavement striping; and 60,500 linear feet of 4" white pavement striping.

The work shall be fully completed within 30 calendar days from issuance of the Notice to Proceed and shall be completed no later than September 15<sup>th</sup>, 2025. Acceptable working hours are from 8:00 A.M. through 5:00 P.M. Monday through Friday, excepting legal holidays.

Please complete and sign the Proposal Form and Bid Schedule included with this request and return it by **3:00 p.m. July 14<sup>th</sup>, 2025**. Proposals may be submitted by mail, email, or delivered in person to the City's Engineering Division, Attention Alexander Bird. Contact information for the project is listed below:

#### **Primary Contact**

Alexander Bird, PE  
Engineer II  
[abird@sthelensoregon.gov](mailto:abird@sthelensoregon.gov)  
503-366-8223

#### **Secondary Contact**

Sharon Darroux, PMP  
Engineering Manager  
[sdarroux@sthelensoregon.gov](mailto:sdarroux@sthelensoregon.gov)  
503-366-8243

Please note the mailing address as 265 Strand Street, the same as the physical address.

It is acknowledged that the City of St. Helens reserves the right to reject any and all bids. The successful bidder will be required to execute a Construction Contract with the city. A sample of the Construction Contract is attached at the end of this RFQ.



**PROPOSAL FORM**  
**R-723**  
**2025 ANNUAL STRIPING PROJECT**  
**Submittal Deadline: 3:00 p.m. July 14<sup>th</sup>, 2025**

**BID SCHEDULE**

<i>Item No.</i>	<i>Description</i>	<i>Estimated Quantity</i>	<i>Unit of Measure</i>	<i>Unit Price</i>	<i>Total Price</i>
1)	4" Yellow Striping	90,530	Linear Feet	\$ 0.27	\$ 24,443.10
2)	8" White Striping	57,200	Linear Feet	\$ 0.44	\$ 25,168.00
3)	4" White Striping	60,500	Linear Feet	\$ 0.27	\$ 16,335.00

**Total Bid \$ 95,946.10**

**\$65,946.10** *MA*

Paint and reflectivity must conform to all current Federal Highway Administration, Oregon Department of Transportation, current version of the Oregon Standard Specifications for Construction including all revisions at date of bid submittal, City of St. Helens, and other applicable Federal, State, and Local standards.

Respectfully submitted: Specialized Pavement Marking, LLC.

Name of Firm

*Mark T. Henning*

Signature

11095 SW Industrial Way, Suite A

Address

Mark Henning - Estimator

Print Name & Title

Tualatin, OR 97062

Address

07/14/2025

Date

503-885-0420

Phone Number

If the bidder is a co-partnership, state giving firm name under which business is transacted.

If the bidder is a corporation, this proposal must be executed by its duly authorized officials.

If no bid is submitted, kindly mark "NO BID" and return to the Project Manager, [abird@sthelensoregon.gov](mailto:abird@sthelensoregon.gov) (503) 366-8223 or by mail to City of St. Helens, City Hall, 265 Strand Street, St. Helens, OR 97051



## STAFF REPORT

Meeting Date: August 20, 2025  
 Author: Sharon Darroux, Engineering Manager  
 Department: Public Works  
 Division: Engineering  
 Subject: 2025 Pavement Patching Project  
 Type of Item: Project Award  
 CC: Mouhamad Zaher, Public Works Director  
 John Walsh, City Administrator

### Introduction:

This report provides an overview of the City's Annual Asphalt Pavement Patching Project for the current fiscal year. The project is a key component of the City's ongoing pavement maintenance strategy, aimed at addressing localized areas of pavement deterioration such as potholes, alligator cracking, and surface failures. Timely patching helps preserve the integrity of the roadway network, enhances safety for all users, and extends the overall service life of City streets.

### Background:

The City of St. Helens owns and maintains over 58 miles of roadway. The City's Engineering staff routinely inspects pavements within the City limits and keeps track of pavement distresses. Streets are prioritized and selected for maintenance based on condition, classification, coordination with other utility and roadway projects, and current and projected budgets. The physical conditions evaluated are ride quality, surface deterioration, alligator/fatigue cracking, wheel path rutting and shoving, longitudinal and transverse cracking, asphalt patch deterioration, and potholes. Asphalt maintenance is necessary to reduce life cycle costs and maintain a higher level of service.

### Staff Analysis:

The City solicited quotes from multiple qualified contractors to perform asphalt pavement patching for approximately 3,606 square feet of asphalt pavement at nineteen locations within the city. The project was advertised for bids on June 30, 2025 and the following seven bids were received and opened at 2:00 PM, August 5, 2025, in the Columbia Room in City Hall:

FIRM	LOCATION	BID
Clark & Sons Excavating, Inc	Battleground, WA	\$95,476.00
Western United Civil Group, LLC	Yacolt, WA	\$120,612.00
KNL Industries, Inc.	Canby, OR	\$64,268.00
Settje Sons Paving, LLC	Estacada, OR	\$73,090.00
S-2 Contractors, Inc.	Aurora, OR	\$54,654.00
Kennedy Contracting, LLC	Milton-Freewater, OR	\$138,354.30
T.F.T. Construction, Inc.	Scappoose, OR	\$82,368.00

**Budget Impact:**

City street funds have been budgeted this fiscal year for the project. Project funds are reimbursable by STBG (Surface Transportation Block Grant) funds.

**Requested Action:**

Council award the contract for the 2025 Pavement Patching Project, No. R-722 to S-2 Contractors as the lowest responsive bidder and authorize the Mayor to execute a Standard Public Improvement Contract for project at the City Council Regular Session this evening, August 20, 2025. The contract will be for the amount specified in the firm's bid, plus standard contingency.

**Attachment:**

Bidders' Spreadsheet





DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION

**\*UNOFFICIAL BID RESULTS\***

PROJECT NAME: 2025 Pavement Patching Project PROJECT NO. R-722  
 BID OPENING: 2:00 P.M., Tuesday, August 5th, 2025 ENGINEER'S ESTIMATE: \$135k to \$140k  
 BID OPENING WITNESSED BY: John Walsh, Mouhamad Zaher, Sharon Darroux, Alexander Bird, Bashar Al-Daomi  
 ARE BIDS LISTED IN THE ORDER OPENED? YES

Contractor's Name and Address	10% Bid Bond or Check Enclosed	Bid Signed	Addendum(s) Acknowledged	Bid Amount
Clark & Sons Excavating, Inc 7601 NE 289th St Battleground, WA 98604	Yes	Yes	N/A	\$95,476.00
Western United Civil Group, LLC PO Box 236 Yacolt, WA 98675	Yes	Yes	N/A	\$120,612.00
KNL Industries, Inc. 10672 Macksburg Rd Canby, OR 97013	Yes	Yes	N/A	\$64,268.00
Settje Sons Paving, LLC 278 SE Shafford Road Estacada, OR 97023	Yes	Yes	N/A	\$73,090.00
S-2 Contractors, Inc. 6860 S Anderson Rd Aurora, OR 97002	Yes	Yes	N/A	\$54,654.00
Kennedy Contracting, LLC 84855 Highway 11 Milton-Freewater, OR 97862	Yes	Yes	N/A	\$138,354.30
T.F.T. Construction, Inc. 53990 West Lane Rd Scappoose, OR 97056	Yes	Yes	N/A	\$82,368.00

RECOMMENDATION (APPARENT RESPONSIVE LOW BIDDER): S-2 Contractors, Inc.

**City of St. Helens****EXTENSION OF PERSONAL SERVICES AGREEMENT**

This Extension is made on August 20, 2025, between City of St. Helens, an Oregon municipal corporation ("St. Helens"), and **McKinstry Essention, LLC** ("Contractor").

**RECITALS**

**A. WHEREAS**, on or about July 26, 2023, St. Helens and Contractor entered into an agreement ("Agreement") in which Contractor agreed to provide services ("Services") related to microgrid planning and preliminary design related to the OR C-REP grant award; and

**B. WHEREAS**, Paragraph 3 of the Agreement provides that the Agreement terminates on July 26, 2025, and that the City reserves the exclusive right to extend the contract for a period of two (2) years in one (1) year increments; and

**C. WHEREAS**, St. Helens and Contractor mutually desire to extend the term of the agreement an additional year, as per the original agreement conditions.

**AGREEMENT**

**NOW, THEREFORE**, the parties mutually agree as follows:

**1.** The termination date of the Agreement signed on or about July 19, 2023, shall be amended to reflect a **termination date of July 26, 2026** unless earlier terminated according to the terms of the Agreement.

**2.** All other terms and conditions of the Agreement, as previously amended, shall remain in full force and effect other than as specifically amended herein.

**ST. HELENS:****CONTRACTOR:**

**CITY OF ST. HELENS**, an Oregon  
municipal corporation

**McKINSTRY ESSENTION, LLC**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_



# PARKS AND TRAILS COMMISSION

Monday, June 09, 2025 at 4:00 PM

## APPROVED MINUTES

### MEMBERS PRESENT

Vice Chair Howard Blumenthal  
Commissioner Jerry Belcher  
Commissioner Lucas Green  
Commissioner Scott Jacobson  
Commissioner Lynne Pettit  
Commissioner Jacob Woodruff

### STAFF PRESENT

Councilor Brandon Sundeen  
Buck Tupper, Facilities Maintenance Supervisor  
Dawn Richardson, Admin Billing Specialist  
Jamie Ford, Admin Billing Specialist

### MEMBERS ABSENT

Chair Dana Lathrope  
Commissioner Paul Barlow  
Commissioner Nick Flory

### CALL TO ORDER: 4:00 PM

### APPROVAL OF MINUTES

#### 1. Approval of Minutes from 05/12/2025

Vice Chair Blumenthal asked if everyone had a chance to review the minutes from the previous month's meeting. Commissioner Pettit mentioned that she had a correction to add. She stated that under the discussion section, her worked hours in the parks were not included, and she would send those work hours later as she didn't have them in front of her at the moment.

Vice Chair Blumenthal called for a **Motion** to approve the minutes of May 12, 2025.

**Motion** to approve the minutes of May 12, 2025 was made by Belcher and seconded by Pettit.

Vote: Yea: Vice Chair Blumenthal, Commissioner Belcher, Commissioner Green, Commissioner Pettit, Commissioner Woodruff

Vote: Abstain: Commissioner Jacobson

**TOPICS FROM THE FLOOR:** From attendees not otherwise of the agenda  
There were no topics from the floor.

### NEW BUSINESS

**2. Round Table Topic: Parks-Related Questions – Lathrope**

This item was not discussed as Lathrope was not present at the meeting.

**3. BMX Track - McCormick Park – Barlow**

This item was not discussed as Barlow was not present at the meeting.

**4. Bylaws – Jacobson**

Commissioner Jacobson presented on the bylaws. He mentioned that the purpose of reviewing the bylaws was to understand and fulfill the duties stated within the bylaws and city code 2.74. He noted that he didn't feel they had fulfilled some of these duties.

Jacobson proposed discussing best practices for commissioner interaction and updating fellow commissioners on monthly activities. He planned to review the bylaws in three parts:

- Sections 2.74.010 through 2.74.080 in the current meeting
- Section 2.74.090 to the end of the document in the next meeting
- Discussion of any other bylaws they might want to include

Jacobson asked Councilor Sundeen about the process of amending or changing the bylaws. Councilor Sundeen confirmed that the Council would need to approve any changes, mentioning that other groups like the library had recently looked at their bylaws and made changes.

Pettit pointed out that the current bylaws were last changed on March 15, 2023, and referred to Resolution number 1648, which establishes guidelines for appointing commission members and liaisons.

Jacobson then proceeded to review the bylaws section by section, starting with 2.74.010 (Creation of Commission). There were no comments on this section.

For section 2.74.020 (Membership), Jacobson suggested adding language about the commission referring candidates to the council, as the current wording only mentioned the council and mayor making appointments.

Sections on Terms of Office and Vacancies were briefly discussed, with Jacobson noting similar concerns about the appointment process.

Regarding section 2.74.050 (Removal), Jacobson suggested adding a referral process for problematic members and including language about the removal of officers (chair and vice chair).

Belcher raised a point about the reappointment of members who have been removed due to missing three consecutive meetings without excuse. He questioned whether such members should be eligible for immediate reappointment.

The Commission agreed to continue the bylaws discussion in the next meeting, focusing on the responsibilities, powers, and duties of the Commission.

**OLD BUSINESS**

## 5. Milton Creek Reserve - Standing Item

Jacobson reported that there would be a joint meeting on Wednesday to discuss the Milton Creek Reserve. They would be looking at zoning changes and defining the area.

Jacobson, along with Belcher and Green, had met with Elliot for a hike through the reserve the previous Saturday. They were hoping that Sean Clark, the executive director, would be present at the upcoming meeting.

Belcher emphasized the unique nature of the area, describing newly discovered features like a large pond and various quarries. He stressed the importance of preserving the area for future generations.

Green added that they observed sphagnum moss and ephemeral pools throughout the property.

Belcher reiterated the need to get the property rezoned and set aside, acknowledging that while there might not be funds available now for park development, the situation could change in 5-10 years.

## STAFF REPORT

Tupper provided the staff report:

- Little League wrapped up with a good season. St. Helens Little League is investing more money into the fields at McCormick Park, currently putting in drainage.
- The adult softball league bought two pallets of soil for the fields.
- The outfield fence at McCormick Park needs repair in the near future.
- Roger is retiring soon, with his last day planned for September 1st. This creates a staffing challenge due to the current hiring freeze and budget issues.
- Material for three half-size kiosks arrived and construction has started.
- An area between the BMX track at McCormick Park is being used by RC car enthusiasts, which Tupper views positively as it's utilizing an otherwise unused space.
- Tupper and Commissioner Pettit visited Dalton Lake to look at a trail that needs to be shifted onto city property.
- Mower repairs have delayed some planned work.
- General park maintenance continues, trying to keep up with grass growth.

Tupper also mentioned that work on the library grounds had been temporarily halted due to the discovery of a bee nest.

## COUNCILOR'S REPORT

Councilor Sundeen reported:

- He thanked Commissioner Pettit for organizing another work party at the Japanese gardens.
- 13 Nights events have started, currently being held on Strand Street for one more week before moving back to the park.
- The grand opening for the waterfront and park is scheduled for June 26th, right before the 13 Nights concert.

- Columbia View Park is set to open on Friday, June 13th.

## DISCUSSION ITEMS

Several discussion items were brought up:

- Vandalism in parks: Commissioner Pettit reported ongoing vandalism issues, particularly at the main trail kiosk. She suggested using trail cameras and motion sensor lights to deter vandalism.
- Japanese Garden maintenance: There was discussion about finding a dedicated group to maintain the Japanese Garden, as the current annual work party is not sufficient.
- Community Day in the Park: The commission discussed their participation in the upcoming Community Day event on June 28th. They planned to have a booth and showcase various projects, including the Japanese Garden, urban trails, and potentially the Milton Creek project.
- Arborist services: It was confirmed that the city no longer has a staff arborist and contracts these services when needed.
- Park surveillance: There was a suggestion to increase public awareness about potential video surveillance in parks to deter vandalism.
- Recent park improvements: Vice Chair Blumenthal mentioned new additions to the bottom of the Tualatin stairs, including a three-way drinking fountain, benches, and an information board about the Missoula floods and Nob Hill Nature Park.

## ADJOURNMENT – 4:56 PM

Respectfully submitted by Jamie Ford, Admin Billing Specialist



# PLANNING COMMISSION

Tuesday, July 08, 2025 at 6:30 PM

## APPROVED MINUTES

<b>Members Present:</b>	Chair Jennifer Shoemaker Vice Chair Brooke Sisco Commissioner Charles Castner Commissioner David B Rosengard Commissioner Scott Jacobson Commissioner Reid Herman
<b>Members Absent:</b>	Commissioner Trina Kingsbury
<b>Staff Present:</b>	City Planner Jacob Graichen Associate Planner Jennifer Dimsho Community Development Administrative Assistant Angelica Artero
<b>Council Members:</b>	Councilor Russel Hubbard Councilor Mark Gunderson
<b>Others:</b>	Brady Preheim Marci Sanders Erin Salisbury Steven Toschi Robin Toschi

### 1. 6:30 P.M. CALL TO ORDER & FLAG SALUTE

### 2. TOPICS FROM THE FLOOR (Not on Public Hearing Agenda): Limited to five minutes per topic

**Preheim, Brady.** Preheim objected to Commissioner Castner and Commissioner Rosengard being on the Commission. He expressed approval of the attendance policy discussion and hoped it would be enforced. Preheim criticized the recent decision to grant grace to a developer for the 325 Strand project after the fact, arguing it sets a bad precedent.

**Toschi, Steve.** Toschi raised concerns about the accuracy of the May 13th meeting minutes, particularly regarding testimony about unsafe construction conditions on the 325 Strand project. Toschi argued that the 325 Strand project did not meet the definition of a remodel and should have required a new review. Toschi also mentioned the need for a notice of decision on the grace given by City Planner Graichen and that he did not receive one.

### 3. CONSENT AGENDA

- A. Draft Minutes dated May 13, 2025

Chair Shoemaker noted two corrections on the May 13, 2025, Minutes.

**Motion:** Upon Commissioner Rosengard's motion to approve the minutes with the corrections as outlined by Chair Shoemaker, Commissioner Herman seconded the motion. [**AYES:** Vice Chair Sisco, Commissioner Castner, Commissioner Rosengard, Commissioner Herman, Commissioner Jacobson]

**NAYS:** none.

### 4. DISCUSSION ITEMS

- B. Planning Commission Attendance Policy Discussion

Chair Shoemaker shared research on the attendance policy for the City of Portland. Shoemaker proposed three unexcused absences, non- consecutive, for the Planning Commission attendance policy. Chair Shoemaker asked Commissioner Rosengard to draft a proposal to send to all the Planning Commission to review.

### 5. PLANNING DIRECTOR DECISIONS (previously e-mailed to the Commission)

- C. Sign Permit at 161 St. Helens Street-Dale Clark/Parjit Singh  
6:50pm
- D. Sign Permit at 50 Plaza Sq-Tom & Haley Borton/Herbert-Pugsley Living Trust
- E. Temporary Use Permit at 735 South Columbia River Highway- Bethel Fellowship/Brandon Smith
- F. Temporary Sign Permit at 2100 Block Columbia Blvd-Heather Epperly Agency
- G. Site Development Review at 495 N. Columbia River Highway- John Odom
- H. Sign Permit at 555 S Columbia River Highway Suite A-A to Z Signs
- I. Site Development Review (Minor) at 1271 Columbia Blvd- David & Mindy Sass
- J. Partition at 234 N 16<sup>th</sup> St- David Hiebert
- K. Site Development Review (Minor) at 550 Milton Way-Haley Baker
- L. Temporary Use Permit at 2295 Gable Rd-TNT Fireworks
- M. Temporary Sign Permit at 2100 Block Columbia Blvd-Columbia County Fair and Rodeo

There were no comments on Planning Director Decisions.

### 6. PROACTIVE ITEMS

- O. Architectural Standards

City Planner Jacob Graichen mentioned that architectural standard discussion was brought up during the June Joint City Council/Planning Commission meeting.

- P. Vacant and Underutilized Storefronts - St. Helens Mainstreet Alliance

Erin Salisbury & Marci Sanders spoke on behalf of St. Helens Main Street Alliance to spark ideas and conversation in regards to vacant and underutilized storefronts. Commissioner Castner and Commissioner Jacobson both expressed the method of what the city of Astoria uses for how to handle vacant storefronts. Salisbury said that Main Street has a data collection tool for vacant property listings

in the area. Salisbury and Sanders said they are happy to share and work with the Planning commission to share data.



Commissioner Jacobson will still be lead in efforts on gathering data and will work with Salisbury on obtaining access to the data tool for vacant storefronts. Chair Shoemaker raised concerns about businesses with limited operating hours and asked to incentivize longer hours. They discussed the complexity of the issue and the need for a holistic approach. The Planning Commission and Main Street Alliance both agreed on the importance of building relationships and understanding the unique circumstances of each property. They also discussed the need to be mindful of limited City staff resources when considering new initiatives or enforcement measures.

## **7. CITY COUNCIL LIAISON REPORT**

Councilor Hubbard reported positive progress on the police station project. Hubbard also mentioned a recent presentation by a developer to the City Council, noting the developer's positive impression of St Helens' proactive approach to development compared to other cities.

## **8. FOR YOUR INFORMATION ITEMS**

Farewell, safe travels and thank you Associate Planner Jenny Dimsho!

## **9. ADJOURNMENT**

*There being no further business before the Planning Commission, the meeting was adjourned at 7:46pm.*

*Respectfully submitted,*

*Angelica Artero*

*Community Development Administrative Assistant*

# City of St. Helens

## *Consent Agenda for Approval*

### CITY COUNCIL MINUTES

Presented for approval on this 20<sup>th</sup> day of August, 2025 are the following Council minutes:

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2025

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- Work Session, Executive Session, and Regular Session Minutes dated July 16, 2025
- Special Session and Executive Session Minutes dated August 4, 2025

#### **After Approval of Council Minutes:**

- ☐ Scan as PDF Searchable
- ☐ Make one double-sided, hole-punched copy and send to Library Reference
- ☐ Minutes related to hearings and deliberations get copied to working file
- ☐ Save PDF in Minutes folder
- ☐ Update file name & signature block on Word document & copy Word document into Council minutes folder in Shared Drive
- ☐ Upload & publish in MuniCode
- ☐ Email minutes link to distribution list
- ☐ Add minutes to HPRMS
- ☐ Add packet and exhibits to HPRMS
- ☐ File original in Vault
- ☐ Update minutes spreadsheet



# COUNCIL WORK SESSION

Wednesday, July 16, 2025

## DRAFT MINUTES

### MEMBERS PRESENT

Mayor Jennifer Massey  
 Councilor Mark Gundersen  
 Councilor Russell Hubbard  
 Councilor Brandon Sundeen

### MEMBERS ABSENT

Council President Jessica Chilton

### STAFF PRESENT

John Walsh, City Administrator  
 Kathy Payne, City Recorder  
 Lisa Scholl, Deputy City Recorder  
 Matthew Smith, Acting Police Chief  
 Jacob Graichen, City Planner  
 Mike De Roia, Building Official  
 Crystal King, Communications Officer

Mouhamad Zaher, Public Works Director  
 Sharon Darroux, Engineering Manager  
 Jamin Coy, Police Officer  
 Dylan Gaston, Police Officer  
 Everardo Medina, Code Enforcement Officer  
 Ashley Wigod, Contracted City Attorney  
 Jeff Kapp, Contracted City Attorney

### OTHERS

Brady Preheim	Al Petersen
Steve Topaz	Adam
Joe	Michelle

**CALL WORK SESSION TO ORDER** – 3:00 p.m.

### CLEARING CONFUSION AND SETTING THE FACTS STRAIGHT

#### 1. Response to June 18 Visitor Comments

Mayor Massey noted that there were no comments from the June 18th meeting that needed clarification.

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

- ◆ Brady Preheim. Expressed strong opposition to the statement read by Mayor Massey regarding visitor comment procedures, stating that rather than curbing behavior to limit freedom of speech, he opposed it. Preheim criticized the Council for agreeing with her. He argued that the statement read by Mayor Massey served to antagonize rather than achieve its intended purpose. Preheim then shifted his focus to the water taxi discussion, expressing that the water taxi should be under better management. He criticized Treadway for their handling of past events, such as the Sandcastle Competition, which seemed to have disappeared due to organizational issues. He also mentioned the Fourth of July celebration, labeling it a "complete disaster" due to poor communication and mismanagement, which ended the event multiple times, causing confusion and near accidents. Preheim also raised issues about Treadway not having appropriate permits for the building work in the haunted house and highlighted a potential citizen-led initiative

spearheaded by Harvey Bilton to prevent water bill increases, suggesting it would pass easily and create budget problems for the Council.

- ◆ Al Petersen. Expressed opposition to the adoption of an ordinance in the Council packet and had sent an email outlining his concerns. He particularly objected to clauses that made architects and engineers liable for issues beyond their control, citing an example from Philadelphia where similar contractual clauses led to professionals refusing to work with the school district. Petersen described this liability concern as overreaching and problematic. Furthermore, he criticized the current permitting processes, arguing that they are becoming excessively layered with regulations, making it both expensive and difficult for developers to navigate. He illustrated this by recounting his experience involving multiple permits for the CCMH property, where overlapping requirements from the DEQ and other agencies were burdensome. Mr. Petersen stressed that such cumulative regulations discourage developers, as they add unnecessary complexity and cost to projects, using the example of a developer who remarked on the accumulating layers of requirements cities impose without realizing the resultant barriers to growth and development.
- ◆ Steve Topaz. Presented amendments to the previously recorded meeting minutes, focusing on inaccuracies and the usage of certain terminology. He placed a particular emphasis on a past Oregon Supreme Court decision, which had examined cases involving the City of St. Helens. According to Topaz, the Court found the City's actions led to restrictions that were deemed unlawful, particularly emphasizing the restriction of speech. In his view, the City's approach to managing storm drainage issues had led to unconstitutional limitations on freedom of speech, ultimately ruled as such in Federal Court. Topaz pointed out that any restriction placed on speech, even basic ones like a three-minute speaking limit, were a violation of Constitutional rights. He reiterated that First Amendment rights were established to allow citizens to engage freely in discussions about government activities without fear of reprisal or being silenced. Topaz criticized recent Council actions to limit topics or impose specific restrictions as a breach of these freedoms, suggesting it requires the Council and City's attorney to re-evaluate their stance to comply with federal laws.

## DISCUSSION TOPICS

### 2. Employee Length of Service Recognition - Jamin Coy for 10 Years

Acting Police Chief Matthew Smith presented Officer Jamin Coy with a certificate commemorating his 10 years of service to the St. Helens Police Department. Chief Smith praised Officer Coy as one of the hardest-working officers in the Department, highlighting his roles as a field training officer and member of the Columbia County Major Crimes Team. He also commended Officer Coy's willingness to work overtime shifts to ensure 24/7 coverage for the city.

### 3. Quarterly Reports from City Departments/Divisions (Informational)

Referencing the Planning Division report, Councilor Sundeen asked for a summary of the discrepancy with wetlands on Millard Road. City Planner Jacob Graichen explained the history of the property, referencing the ill-fated hospital project from around 2008, which involved the Columbia Health District applying for hospital development on the southerly third of Millard Road. At that time, the City owned the northern two-thirds of the property. A condition of the County's land use decision for the hospital was to record a document on the deed acknowledging the presence of wetlands, which acts as an additional layer of notice for future property owners.

Graichen noted that the developer selected in June expressed concerns about this recorded document, perceiving it as a potential barrier due to lenders' apprehensions. Additionally, the developer was worried about the document's implications regarding regulatory requirements, although Graichen emphasized

that the document does not create new regulations but simply acts as a form of notice. He clarified that the existing wetlands would remain under current city, state, and federal laws, and indicated that he had already engaged in correspondence to tackle these concerns. Graichen mentioned that he was awaiting further communication from the title company to gain clarity on the developer's issues with the document.

Councilors then asked follow-up questions regarding the exact location of the wetlands within the property and how this might affect future development plans, including any necessary adjustments to comply with land use laws. Additionally, questions were raised about the potential impact on the timeline for the resolution of these issues, particularly considering that development activity could be delayed if the concerns with the recorded document were not satisfactorily addressed. Graichen acknowledged these concerns, alluding to his discussions with the City's real estate contacts to directly address the title company, ensuring that all parties understand the document's role. The discussion reflected the Council's interest in efficiently resolving the discrepancy to avoid hindering ongoing and future development efforts on Millard Road.

Graichen also addressed the impact of Associate Planner/Community Development Project Manager Jenny Dimsho leaving, noting that being the sole planner could be challenging and lead to delayed responses in project development tasks. Current planning work would take priority, but project work might slow down. Fortunately, with development being slower now, the timeline may not be as significantly impacted, though he acknowledged the potential constraints on department resources.

#### **4. Review Updates to Universal Fee Schedule - Finance Director Gloria Butsch**

City Administrator John Walsh presented on behalf of Finance Director Gloria Butsch, who was absent due to emergency dental work. He noted that the proposed changes to the fee schedule were highlighted in the Council packet and were the ones discussed as part of the budget process.

Mayor Massey suggested postponing a detailed discussion until the next work session when Butsch could be present to address specific questions about the impact of various fees. The Council agreed to discuss approving the fee schedule in the general session later that evening, with the possibility of bringing Butsch back to the next work session for further clarification. City Recorder Kathy Payne pointed out that Butsch was hoping to make these fees effective August 1.

#### **5. [Informational Only] Staff Report on Erosion Prevention and Sediment Control Code Revision**

Engineering Manager Sharon Darroux presented information on the proposed erosion control ordinance revision. She addressed concerns raised by Al Petersen in his email, including:

1. The 1,000 square foot threshold for permits and its relation to wetlands and creeks.
2. Clarification that McNulty Creek and Milton Creek are 303(d) listed streams.
3. The liability of engineers and architects in the permit process.
4. The necessity of the ordinance as a requirement of the City's TMDL plan and DEQ requirements.
5. The possibility of adjusting the size threshold for permits.

Darroux emphasized that the City could potentially increase the size threshold for permits but noted that the half-acre minimum was a non-negotiable requirement from DEQ. She also clarified that the ordinance includes best practices for erosion control and that the Engineering team would be responsible for inspections.

Councilors asked questions about emergency work provisions, the impact on homeowners, and the possibility of adjusting the distance requirements from water bodies. Darroux agreed to look into these issues and provide more information at a future meeting.

**6. Discussion regarding Water Taxi - City Administrator John Walsh**

City Administrator John Walsh presented information on the City-owned water taxi, including its current status and challenges:

- The boat has a valid inspection from 2023 to 2028 but faces issues with its Certificate of Inspection (COI) and a letter of deficiencies.
- The Coast Guard has suggested entering a Jones Act waiver small vessel program, which would limit passenger capacity to 12, down from the current 25-27.
- The City faces liability issues and high insurance costs for operating the boat.
- The boat is used infrequently, mainly for events.

Walsh presented several options for the council to consider:

- Keep the boat and have the city operate it
- Keep the boat and have someone else operate it
- Sell the boat

Council discussed various aspects of these options, including:

- The potential interest from the Sand Island Campground in operating the boat
- The current value of the boat and potential sale price
- The requirements for different passenger capacities and associated Coast Guard regulations
- The lack of public safety capabilities for Sand Island events

Council directed Walsh to gather more information on:

- Potential terms for selling or leasing the boat to the Sand Island Campground
- Current market value of the boat
- Outstanding requirements from the Coast Guard for both 12-passenger and 20-passenger operations
- Options for consignment or surplus property declaration

Walsh is working with a maritime expert and agreed to bring this information back to the next Council meeting.

**7. Review Purchase and Sale Agreement and Ground Lease for 1771 Columbia Blvd. - City Administrator John Walsh**

Contracted City Attorney Jeff Kapp presented the details of the purchase and sale agreement (PSA) and ground lease for the property at 1771 Columbia Boulevard. Key points included:

- The sale price is \$1,250,000, with potential adjustments based on closing date and consumer price index.
- The closing is triggered by the death of the current owner, Wayne Weigandt.
- The City has a 90-day due diligence period to investigate the property.
- After the due diligence period, the City enters a ground lease allowing it to use the property until the sale closes.
- The ground lease gives the City most aspects of ownership without having the deed.
- The rent for the ground lease is \$6,250 per month, adjusting annually based on CPI.

Councilors asked questions about the timing of tenant removal, the City's obligations under the ground lease, and the condition of the property upon transfer. Kapp clarified these points and emphasized that the agreement protects the City's interests while accommodating the seller's desire to delay the actual sale.

## 8. Discussion regarding Operational Levy

Mayor Massey introduced a proposal for a charter amendment that would require voter approval for imposing, increasing, or modifying fees collected through the City's utility billing system. She presented a draft of the proposed amendment, which included:

- Definitions of fees, utility billing, and majority vote
- Requirements for voter approval of new fees and changes to existing fees
- A sunset provision for any approved fees
- The ability for the City Council to reduce fees without voter approval

Council discussed the benefits of this proposal, including increased transparency and accountability. They also considered the differences between implementing this as an ordinance versus a charter amendment.

Contracted City Attorney Ashley Wigod clarified that a charter amendment would be more restrictive and permanent than an ordinance, requiring voter approval to change in the future. She also noted the timing considerations for getting such a measure on the ballot.

Council expressed general support for the concept and directed staff to prepare a referral text and ballot summary for further discussion at the next Council meeting.

## 9. Report from City Administrator John Walsh

Walsh provided updates on various City activities and events, including:

- Recent community events such as the 13 Nights celebrations, Fourth of July festivities, and the Columbia County Fair
- His attendance at the Oregon City Manager's Conference in Bend
- Progress on performance evaluations for City staff
- Ongoing negotiations with developers for waterfront projects
- Updates on Project Arcadia, including environmental clearances and expected timeline
- Improvements and progress at the Project Arcadia facility

Council asked follow-up questions about the timeline for Project Arcadia's production start and expressed appreciation for Walsh's report.

**ADJOURN** - 4:46 p.m.

## EXECUTIVE SESSION

- Labor Negotiations, under ORS 192.660(2)(d)
- Real Property Transactions, under ORS 192.660(2)(e)
- Exempt Records/Confidential Attorney-Client Privileged Memo, under ORS 192.660(2)(f)
- Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h)

Respectfully transcribed by ClerkMinutes and submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

\_\_\_\_\_  
Jennifer Massey, Mayor

# City of St. Helens

## CITY COUNCIL

### Executive Session Summary

July 16, 2025

**Members Present:** Jennifer Massey, Mayor  
Mark Gundersen, Councilor  
Brandon Sundeen, Councilor  
Russell Hubbard, Councilor

**Members Absent:** Jessica Chilton, Council President

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder

**Others:** Ashley Wigod, City Attorney with Jordan Ramis PC  
Jeff Kapp, City Attorney with Jordan Ramis PC



At 4:50 p.m., Mayor Massey opened the Executive Session pursuant to the ORS numbers listed below and then gave roll call. Other than Labor Negotiations, representatives of the news media, designated 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. Representatives of the news media were specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. Any person in attendance, including the news media, who has a recording device is directed to turn it off.

- **Real Property Transactions, under ORS 192.660(2)(e)**
  - Discussion regarding the acquisition of property at 1771 Columbia Blvd. for a new police station.
  - Update on Project Arcadia at the St. Helens Industrial Business Park.
- **Exempt Records/Confidential Attorney-Client Privileged Memo, under ORS 192.660(2)(f)**
  - Discussion regarding privileged and confidential memo from City Attorney Ashley Wigod dated July 15, 2025

Mayor Massey stated that she has an actual conflict of interest but she is able to discuss and have conversations under Senate Bill 983, by declaring that her husband is a St. Helens Police Officer and so it's an actual conflict of interest.

- **Deliberations with persons appointed to carry out Labor Negotiations, under ORS 192.660(2)(d)**
  - Update on negotiations with AFSCME and the St. Helens Police Association.
- **Consult with Legal Counsel & Potential/Pending Litigation, under ORS 192.660(2)(h)**
  - Informed Council of Summons that was just served to the City right before the Work Session.



The Executive Session was adjourned at 5:55 p.m.

Item #11.



ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

\_\_\_\_\_  
Jennifer Massey, Mayor

*An audio recording of this meeting is archived at City Hall.*



# COUNCIL REGULAR SESSION

Wednesday, July 16, 2025

## DRAFT MINUTES

### MEMBERS PRESENT

Mayor Jennifer Massey  
 Councilor Mark Gundersen  
 Councilor Russell Hubbard  
 Councilor Brandon Sundeen

### MEMBERS ABSENT

Council President Jessica Chilton

### STAFF PRESENT

John Walsh, City Administrator  
 Kathy Payne, City Recorder  
 Lisa Scholl, Deputy City Recorder  
 Matthew Smith, Acting Police Chief  
 Ashley Wigod, Contracted City Attorney

### OTHERS

Adam St. Pierre	JoAnn Dohn
JMD	Joel Warner
Nick Flory	Nick Hellmich
Brady Preheim	Martha Sherry
Jim Coleman	Shauna Harrison

### CALL REGULAR SESSION TO ORDER – 7:00 P.M.

### PLEDGE OF ALLEGIANCE

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

- ◆ Joel Warner. Expressed concern about the dance floor at the 13 Nights on the River event. He reported that the dance floor had been replaced with a sidewalk, leading to safety issues. He mentioned witnessing multiple people rolling their ankles while dancing and one person tripping and breaking their arm. Warner urged the Council to remove the sidewalk and reinstate the dance floor for safety reasons and to allow people to enjoy dancing at the event.
- ◆ Jim Coleman. Addressed the issue of the City-owned boat discussed in the work session. Drawing from his 30-40 years of experience on the water, he strongly advised selling the boat. He reminded the Council that he had previously testified against buying the boat, citing concerns about Coast Guard approval. Coleman suggested that the boat, while in good condition, does not serve its intended purpose. He warned about potential liability issues, especially if used for ferrying passengers to Sand Island. He recommended selling the boat and getting out of the "boat business" to avoid further complications and liabilities.

- ◆ Brady Preheim. Criticized Mayor Massey's leadership, pointing out several unfulfilled promises and initiatives. He mentioned the failure to move public comments to the end of meetings, the lack of a hometown hero program, delays in the police station groundbreaking, and the cancellation of the sandcastle contest. Preheim also brought up concerns about a lawsuit with Chief Hogue and issues with the City's contractor, Treadway. He urged the Council to consider changing contractors, particularly for events like Spirit of Halloweentown, warning that the projected revenue might not meet expectations. Preheim also commented on the proposed charter amendment, suggesting that the mayor's support came too late and that an alternative amendment might be more beneficial for citizens.
- ◆ Adam St. Pierre. Expressed surprise at agreeing with previous speakers, Walsh and Preheim. He supported the idea of letting the community choose what they can afford and suggested freezing all budget increases until the City reaches a 30% reserve. St. Pierre also voiced support for Harvey's petition to eliminate the public safety fee. He acknowledged the difficulty of creating government budgets but emphasized the importance of making necessary cuts and allowing voters to see the direct consequences of their decisions.
- ◆ Nicholas Hellmich. Informed Council that he had submitted a FOIA request for all communications (including personal and work-related) between Mayor Massey, Councilor Hubbard, Council President Chilton, Councilor Gundersen, and Councilor Sundeen. He expressed concerns about potential violations of open meetings laws. Hellmich also criticized the Mayor's attempt to limit public criticism during Council meetings, comparing it to her own past criticisms of the previous administration. He brought up safety concerns regarding a fire on a barge during the Fourth of July celebration and questioned whether Council members had read the Jim Band investigation before voting on it. Finally, he inquired about potential conflicts of interest regarding riverfront development.
- ◆ Shauna Harrison. Expressed concerns about water and sewer services in the City. She mentioned the ongoing discussions about changing the City charter regarding water fees and the inadequacy of current sewer lines. Harrison acknowledged the complexity of the issue but urged the Council to find a solution that would allow residents to maintain their properties without excessive financial burden. She emphasized the need for a balanced approach that addresses both infrastructure needs and affordability for citizens.
- ◆ Nick Flory. Commented on the water bill and the City's ability to add unrelated fees. He suggested that any proposed fees should be voted on by citizens and supported the idea of lowering fees over time. Flory also praised the recent Community Day in the Park event and expressed appreciation for the hard work of public safety officials. He recommended halting unnecessary spending and implementing budget cuts to address financial concerns.

### **ORDINANCES – Final Reading**

- 1. Ordinance No. 3311:** An Ordinance to Annex and Designate the Zone of Certain Property at 35262 Fir Street

Mayor Massey read Ordinance No. 3311 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to adopt Ordinance No. 3311. **Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**2. Ordinance No. 3312:** An Ordinance to Annex and Designate the Zone of Certain Property at 58909 Firlok Park Street

Mayor Massey read Ordinance No. 3312 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to adopt Ordinance No 3312. **Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**3. Ordinance No. 3313:** An Ordinance Adding Chapter 12.36 to the St. Helens Municipal Code Establishing a Pavement Cut Moratorium on Newly Constructed or Resurfaced Streets

Mayor Massey read Ordinance No. 3313 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to adopt Ordinance No. 3313. **Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**ORDINANCES – First Reading**

**4. Ordinance No. 3310:** An Ordinance Amending St. Helens Municipal Code Chapter 2.12 "City Administrator"

Mayor Massey read Ordinance No. 3310 by title. The final reading will be held at the next meeting.

**5. Ordinance No. 3314:** An Ordinance Revising Chapter 18.36 of the St. Helens Municipal Code to Meet the City's Requirement as a Designated Management Agency Under the DEQ's Willamette Basin Mercury Total Maximum Daily Load

Mayor Massey read Ordinance No. 3314 by title. The final reading will be held at the next meeting.

**RESOLUTIONS**

**6. PUBLIC COMMENT - Update Universal Fee Schedule**

- ◆ Nick Flory. Commented that any proposed fees should be voted on by citizens. He supported the idea of being able to lower fees over time but felt that no extra fees should be added. Flory suggested that any additional costs should be addressed through budget cuts.

Contracted City Attorney Ashley Wigod clarified that the fee schedule primarily pertained to service-related fees, rather than additional charges on utility bills.

- ◆ Adam St. Pierre. Reiterated his earlier comment, suggesting a freeze on all fees and spending until the City's budget is under control. He proposed letting citizens decide on each fee individually, predicting that essential services like sewer and police would be prioritized while other services might be cut.

**Resolution No. 2048:** A Resolution Adopting a Universal Fee Schedule, and Superseding Resolution No. 2004

Mayor Massey read Resolution No. 2048 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to adopt Resolution No. 2048.

Discussion.

Councilor Hubbard raised concerns about certain items in the fee schedule, particularly mentioning erosion permits and business taxes. He worried that increased business taxes might lead to higher rents.

Councilor Sundeen suggested removing the erosion control items from the resolution until they could be discussed further. The Council agreed to this amendment.

**Vote:** Nay: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to adopt Resolution No. 2048 with exception of the fees relating to erosion control. **Vote:** Voting Yea: Mayor Massey, Councilor Gundersen, Councilor Sundeen; Nay: Councilor Hubbard

- 7. Resolution No. 2049:** A Resolution Determining that a Nuisance Exists upon Property Located at 1321 Tualatin Street within the City of St. Helens and Directing that Notice to Abate the Nuisance be Posted on Said Premises

Mayor Massey read Resolution No. 2049 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to adopt Resolution No. 2049. **Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

#### **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**

8. Amendment No. 4 to OTAK CPM Agreement for Management of Subconsultant Services for Evaluation of Columbia Blvd. Property for Public Safety Building
9. Agreement with Mark Comfort for Services Related to the Clean-up of Various Properties, including Declared Nuisance Properties, within City Limits
10. Agreement with Columbia County Junk Removal for Services Related to the Clean-up of Various Properties, including Declared Nuisance Properties, within City Limits
11. Extension of Agreement with Steve Sharfstein for Legal Defense Services
12. Extension of Agreement with Steven Leskin for Legal Defense Services
13. Intergovernmental Agreement with Oregon Department of Consumer & Business Services - Building Codes Division and other Joining Parties to Provide Mutually Agreed Upon Building Official Services, Plan Review Services, or Inspection Services
14. Fifth Amendment to Sewer Service Agreement with Greg and Amanda McFeron for 35262 Fir Street
15. Amendment No. 13 to Intergovernmental Agreement with Columbia County for Supervised Community Corrections Work Crews General Labor Assistance
16. Purchase and Sale Agreement for 1771 Columbia Blvd. with 1771ColumbiaBlvd, LLC
17. Ground Lease for 1771 Columbia Blvd. with 1771ColumbiaBlvd, LLC
18. Amendment No. 3 to Agreement with Oregon Business Development Department for Sewer Capacity Improvement Project

**Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to approve '8' through '18' above.

Discussion.

Councilor Hubbard inquired about item eight, specifically the amount already paid to OTAK and the additional fees requested. It was clarified that \$207,000 had been spent, with an additional \$41,800 being requested as part of the remaining budget for the public safety building project.

**Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

#### **APPOINTMENTS TO BOARDS AND COMMISSIONS**

19. Reappoint Members and Appoint New Member to Library Board

None at this time due to Library Board meeting cancellation.

#### **CONSENT AGENDA FOR ACCEPTANCE**

20. Planning Commission Minutes dated May 13, 2025

**Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to approve '20' above. **Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**CONSENT AGENDA FOR APPROVAL**

21. City Council Minutes dated June 18, 2025
22. OLCC Licenses
23. Accounts Payable Bill Lists

**Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to approve '21' through '23' above. **Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**WORK SESSION ACTION ITEMS**

**Motion:** Motion made by Councilor Gundersen and seconded by Councilor Sundeen to direct staff and counsel to draft a referral measure for the ballot that amends the City Charter by requiring voter approval of any new fees on utility bills that are unrelated to utility services and to bring that referral measure text to City Council for further review and discussion.

Discussion.

Councilor Sundeen suggested including a sunset clause for fees when they are no longer needed or when associated loans are paid off. Mayor Massey clarified that the proposed charter language would likely include the purpose of the fee, the initial amount, and a sunset clause. She added that the Council would retain the ability to reduce fees without voter approval if circumstances allowed.

**Vote:** Yea: Mayor Massey, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**COUNCIL MEMBER REPORTS**

Councilor Sundeen reported...

- The summer meeting break has been nice.
- Reported on recent summer events, including the Fourth of July celebration and 13 Nights on the River. Noted positive feedback from the community, as well as pointing out that the tourism contractor had nothing to do the fireworks fire.
- Discussed the recent Parks and Trails Commission meeting, highlighting ongoing discussions about the Milton Creek Woodland Reserve and potential volunteer groups for McCormick Park and the botanical gardens.

Councilor Hubbard reported...

- Planning Commission has had ongoing discussions about improving storefronts in the City. He suggested focusing on celebrating recent improvements throughout the district rather than solely on storefront changes.

Councilor Gundersen reported...

- Expressed satisfaction with the turnout and community enjoyment at 13 Nights on the River events.

**MAYOR MASSEY REPORTS**

- The Library Board appointments have been postponed due to the cancellation of this week's Library Board meeting.
- Praised Library Director Suzanne Bishop for her efforts at the library, noting services such as resume writing assistance and the popular Maker Space.
- Thanked City staff, especially City Recorder Kathy Payne and Deputy City Recorder Lisa Scholl, for their diligence in preparing Council packets and other materials.
- Acknowledged the hard work of all City departments, including Public Works, Police, and Parks.

- Highlighted the City's progress and emphasized the Council's proactive steps to address issues and propel the City forward.
- Happy Birthday to City Administrator John Walsh!

**OTHER BUSINESS**

**ADJOURN – 7:39 p.m.**

Respectfully transcribed by ClerkMinutes and submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

\_\_\_\_\_  
Jennifer Massey, Mayor



## COUNCIL SPECIAL SESSION

Monday, August 04, 2025

### DRAFT MINUTES

#### MEMBERS PRESENT

Mayor Jennifer Massey  
 Council President Jessica Chilton  
 Councilor Mark Gundersen  
 Councilor Russell Hubbard  
 Councilor Brandon Sundeen

#### STAFF PRESENT

John Walsh, City Administrator  
 Lisa Scholl, Deputy City Recorder  
 Kolten Edwards, Police Detective  
 Ashley Wigod, Contracted City Attorney  
 Chris Dolan, Contracted City Attorney

#### OTHERS

Joe  
 Brady Preheim  
 Adam St. Pierre  
 Shober

#### CALL SPECIAL SESSION TO ORDER – 6:01 p.m.

#### RECESS SPECIAL SESSION

Prior to entering Executive Session, the Council addressed a request from Brady Preheim to attend as a representative of the news media. City Attorney Wigod advised the Council that she had previously provided a legal memorandum explaining why Preheim did not qualify as a representative of the news media. No new information had been received from him since then.

**Motion:** Motion made by Council President Chilton and seconded by Councilor Gundersen to determine that Brady Preheim is not considered media and not allowed to attend the executive session. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

#### EXECUTIVE SESSION – 6:14 p.m.

- Consider Information or records that are Exempt by Law from Public Inspections, under ORS 192.660(2)(f); and
- Consult with Counsel Concerning the Legal Rights and Duties of a Public Body with Regard to Current Litigation or Litigation Likely to be Filed, under ORS 192.660(2)(h).

#### RESUME SPECIAL SESSION – 6:58 p.m.



## 1. Discuss Possible Charter Amendment Requiring Voter Approval Prior to the Establishment of any New Fees on the Utility Bill that are Unrelated to Utility Services

City Administrator Walsh provided a presentation explaining that Mayor Massey had introduced this concept at the July 16 meeting, and that the Budget Committee had also discussed this topic. He explained that to refer a measure to the November 4 ballot, the Council would need to make a decision by August 5.

Walsh explained that the City has three types of fees: full service fees, fees for specific services (such as utility services), and impact fees (associated with development and System Development Charges). He noted that the current Public Safety Fee was established in Chapter 13.30 of the Municipal Code, with approximately \$6 million in financing obtained in 2021 for the police station. The fee generates approximately \$750,000 per year with a rate of \$10.30 per month per unit.

Walsh presented three options for the Council to consider:

1. Do nothing
2. Adopt an ordinance to require voter approval for new utility bill fees
3. Proceed with a charter amendment requiring voter approval

Contracted City Attorney Wigod clarified that the resolution would refer a measure to voters to decide whether to require voter approval of new fees, while an ordinance option would have the same effect but could be implemented more quickly (within 30 days of passage) and could be modified by future councils if needed. She explained that a charter amendment would need voter approval to be modified in the future.

Council President Chilton asked about the difference in timing between the ordinance and resolution approaches. Wigod confirmed that an ordinance could be implemented faster.

Councilor Sundeen expressed concern that a future council could easily repeal an ordinance, whereas a charter amendment would be more permanent.

Mayor Massey acknowledged she was torn between the approaches, noting there was a lack of trust in government that a charter amendment might address, but also that an ordinance approach could be implemented quickly while gauging citizen response.

## 2. Public Comment

No public comment.

The Council discussed the status of a citizen petition that might address similar issues. Wigod explained the process for handling a citizen petition if sufficient signatures were gathered by August 6, including the Council's options to accept it or provide a counter-petition.

**Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to direct staff to prepare an ordinance to require voter approval before any new fees are established or increased on the utility bill, unrelated to utility fees. **Vote:** Nay: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to direct staff to prepare an ordinance to require voter approval for any new fees, increased fees, or change of purpose as outlined on item number three, exhibit A of the council agenda.

During discussion, Councilor Sundeen stated he believed this was a good starting point. Council President Chilton noted that while she had never been a fan of adding fees to utility bills, the frozen tax rates in Oregon meant cities needed to find ways to fund expected services for a town of 15,000 people.

Mayor Massey expressed she was still torn about whether an ordinance would be sufficient to address citizens' trust concerns, but hoped this approach would show good faith while allowing for potential future action if needed. She also wants to use this opportunity to improve communication with the public.

**Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**3. ~~Resolution No. 2050:~~** ~~A Resolution of the St. Helens City Council to Submit a Proposed Charter Amendment to the Registered Voters of the City of St. Helens at the November 4, 2025, Election to Require Voter Approval Before the Establishment Of New Fees on Utility Bills Unrelated to Utility Services~~

**4. Discuss Adding a Sunset Provision for the Public Safety Fee**

City Administrator Walsh explained that the Public Safety Fee, established in Chapter 13.30 of the Municipal Code, was used to secure a 30-year bond for the new police station. The fee generates approximately \$750,000 per year, which covers debt service for the bond through 2052. He noted that once the debt service is paid off, the fee would no longer be needed.

Mayor Massey clarified for the record that the City's reserves were at approximately 7% of what the policy guideline recommended (20%), with approximately \$700,000 in reserves.

The Council discussed adding a sunset provision to make it clear when the fee would end. Walsh presented proposed text for a sunset clause that would establish a specific end date of December 31, 2052, when the bond financing matures.

Council President Chilton asked for clarification that the date was firm, wondering if anything could cause the date to change. Walsh confirmed that early payoff could shorten the timeline but would not extend it.

Councilor Sundeen expressed preference for including a specific date rather than language about "until paid off," as it would be clearer for citizens to understand.

No public comments were received on this item.

**Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to direct staff to prepare an ordinance to add a sunset clause to the public safety fee. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**OTHER BUSINESS**

Mayor Massey requested the following items be added to the August 20 meeting agenda:

1. Discussion on Budget Committee recommendations regarding event permits and associated fees
2. Update on human resource assistance for the City Recorder and Deputy City Recorder
3. Status of evaluations for department heads
4. Update on the water taxi

**ADJOURN** – 7:41 p.m.

Respectfully transcribed by ClerkMinutes and submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

\_\_\_\_\_  
Lisa Scholl, Deputy City Recorder

\_\_\_\_\_  
Jennifer Massey, Mayor

# City of St. Helens

## CITY COUNCIL

### Executive Session Summary

August 4, 2025

**Members Present:** Jennifer Massey, Mayor  
 Jessica Chilton, Council President  
 Mark Gundersen, Councilor  
 Brandon Sundeen, Councilor  
 Russell Hubbard, Councilor

**Members Absent:** None

**Staff Present:** John Walsh, City Administrator  
 Lisa Scholl, Deputy City Recorder

**Others:** Ashley Wigod, City Attorney with Wigod Law Office, under contract with Jordan Ramis  
 Chris Dolan, City Attorney with Jordan Ramis PC



At 6:14 p.m., Mayor Massey opened the Executive Session pursuant to the ORS numbers listed below and then gave roll call. Other than Labor Negotiations, representatives of the news media, designated 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. Representatives of the news media were specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. Any person in attendance, including the news media, who has a recording device is directed to turn it off.

- **Exempt Records/Confidential Attorney-Client Privileged Memo, under ORS 192.660(2)(f)**
  - No discussion under this topic occurred.
- **Consult with Legal Counsel & Potential/Pending Litigation, under ORS 192.660(2)(h)**
  - Update on the status of the litigation with Jennifer Myrick.
  - Update on the status of the litigation with Steven Toschi.
    - Mayor Massey abstained from discussion due to a conflict of interest.
  - Update on the status of the litigation with Joe Hogue.
  - Update on the status of the litigation with E2C, Corp.

The Executive Session was adjourned at 6:58 p.m.



ATTEST:

\_\_\_\_\_  
 Lisa Scholl, Deputy City Recorder

\_\_\_\_\_  
 Jennifer Massey, Mayor

*An audio recording of this meeting is archived at City Hall.*

**City of St. Helens**  
**Declare Surplus Property**  
**August 20, 2025**

If approved, the following items will be disposed of per St. Helens Municipal Code Chapter 2.04.120(10).

<b>Administration Department</b>	
<b>Item Description</b>	<b>Manner of Disposal</b>
Real Property – Tax Account No. 9983 & 10015 Map Nos. 4N1W04-AA-09401 and 4N1W04-AB-02100 N. 10 <sup>th</sup> Street Bluff 5.02 acres	For sale to highest bidder
Real Property – Tax Account No. 28848 Map No. 4N1W04-BB-03000 Vacant Land in the Vicinity of Columbia Commons off Kelly Street 9,583 square foot lot	Sale to developer who is developing property in the vicinity



St. Helens, OR

Item #13.

# Expense Approval Register

Packet: APPKT01316 - AP 7 14 2025 FY 25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 202 - COMMUNITY DEVELOPMENT					
ADVANCED ELECTRICAL	24033-14	06/30/2025	ST. HELENS RIVERWALK	202-723-53103	112,654.45
Fund 202 - COMMUNITY DEVELOPMENT Total:					112,654.45
Grand Total:					112,654.45

Fund Summary

Fund	Expense Amount
202 - COMMUNITY DEVELOPMENT	112,654.45
Grand Total:	112,654.45

Account Summary

Account Number	Account Name	Expense Amount
202-723-53103	Columbia View Park Imp...	112,654.45
Grand Total:		112,654.45

Project Account Summary

Project Account Key	Expense Amount
**None**	112,654.45
Grand Total:	112,654.45



St. Helens, OR

# Expense Approval Register

Item #13.

Packet: APPKT01313 - AP 7.14.25 FY 2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
RUBENS LAWN SERVICE	0007785	06/30/2025	MONTHLY LAWN SERVICE	100-705-52023	40.00
PATH POINT MERCHANT SER...	06.01.25-06.30.25 4520	06/30/2025	UTILITY BILLING MERCHANT ...	100-707-52020	3,516.57
PATH POINT MERCHANT SER...	06.01.25-06.30.5 3040	06/30/2025	GENERAL SERVICE MERCHANT...	100-707-52020	313.73
PORTLAND GENERAL ELECTR...	06.09.25-07.09.25	06/30/2025	0153585940 1820 OLD PORT...	100-705-52003	254.74
ACE HARDWARE - ST. HELENS	06.30.25 60176	06/30/2025	MATERIALS ACE ACCT 60176 ...	100-708-52001	71.60
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	STATE	100-000-20800	45.05
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	UNITARY	100-000-20800	173.09
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	STATE VIOLATION	100-000-20800	690.00
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	STATE DUII DIVERSION	100-000-20800	290.22
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	STATE MISD	100-000-20800	192.50
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	STATE COURT FACILITY	100-000-20800	14.00
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	LEMLA	100-000-20800	8.90
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	MISD SURCHARGE	100-000-20800	64.95
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	INTOXICATED DRIVER	100-000-20800	25.00
OREGON DEPARTMENT OF R...	07.12.25	06/30/2025	STATE DUII CONVICTION FEE	100-000-20800	295.00
COLUMBIA COUNTY TREASU...	07.12.25	06/30/2025	JAIL ASSESSMENT	100-000-20900	76.77
COLUMBIA COUNTY TREASU...	07.12.25	06/30/2025	COUNTY ASSESSMENT	100-000-20900	273.37
COLUMBIA COUNTY TREASU...	07.12.25	06/30/2025	CITY COURT COSTS DEDUCT...	100-000-36002	-35.01
GLORIA BUTSCH	07.14.25	06/30/2025	TRAVEL REIMBURSEMENT G...	100-707-52018	595.98
PITNEY BOWES INC	1027733990	06/30/2025	IMI METER-POSTAGE MACHI...	100-715-52001	114.75
AMANDA T GAMBLIN	524	06/30/2025	EMPLOYMENT LAW ADVICE	100-703-52019	3,047.50
CENTURY LINK	6.26.25 2307	06/30/2025	966B	100-712-52010	338.14
VERIZON	611735882	06/30/2025	CELL SERVICE ACCT 2420601...	100-712-52010	170.10
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-71887056	100-705-52023	14.20
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1287547	100-705-52023	130.50
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1001554	100-706-52003	102.40
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1287598	100-708-52001	1,205.10
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1287636	100-708-52023	223.60
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-71905273	100-709-52023	85.00
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1287539	100-715-52023	252.10
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1287601	100-715-52023	275.60
STAPLES BUSINESS CREDIT	7005806769	06/30/2025	OFFICE SUPPLES	100-704-52001	5.96
STAPLES BUSINESS CREDIT	7005806769	06/30/2025	OFFICE SUPPLES	100-711-52001	18.35
STAPLES BUSINESS CREDIT	7005806769	06/30/2025	OFFICE SUPPLES	100-715-52001	983.27
METRO PRESORT	IN679120	06/30/2025	UB BILL PRINTING -POSTAGE	100-707-52009	2,762.22
METRO PRESORT	IN679120	06/30/2025	UB BILL PRINTING	100-707-52019	737.69
<b>Fund 100 - GENERAL FUND Total:</b>					<b>17,372.94</b>
<b>Fund: 202 - COMMUNITY DEVELOPMENT</b>					
PORTLAND GENERAL ELECTR...	06.09.25-07.09.25	06/30/2025	1277060585 1300 KASTER RD	202-722-52003	100.75
PORTLAND GENERAL ELECTR...	06.09.25-07.09.25	06/30/2025	1650931000 1300 KASTER RD	202-722-52003	24.72
PORTLAND GENERAL ELECTR...	06.09.25-07.09.25	06/30/2025	8863163302 1300 KASTER RD	202-722-52003	24.72
NW NATURAL GAS	07.01.25 316-9	06/30/2025	NATURAL GAS 1300 KASTER ...	202-722-52003	77.24
MAYER REED INC	15902	06/30/2025	ST HELENS RIVERWALK	202-723-53103	33,131.91
STATELINE LLC	2108	06/30/2025	M-541 ST HELENS DOCK REP...	202-721-52019	186,009.87
JORDAN RAMIS PC ATTORNE...	236372	06/30/2025	ST HELENS ASSETS LLC LITIG...	202-721-52019	225.00
JORDAN RAMIS PC ATTORNE...	236373	06/30/2025	SILL CONTRACT- KASTER RO...	202-722-52019	43.50
JORDAN RAMIS PC ATTORNE...	236374	06/30/2025	DEQ RI/FS DEMAND	202-722-52019	609.00
JORDAN RAMIS PC ATTORNE...	236375	06/30/2025	25-ACRE WATERFRONT PRO...	202-723-52019	2,827.50
JORDAN RAMIS PC ATTORNE...	236823	06/30/2025	PROJECT ARCADIA SALE	202-722-52019	497.50
MAUL FOSTER ALONGI INC	68272	06/30/2025	WWTP LAGOON ON CALL SE...	202-726-52019	208.75
MAUL FOSTER ALONGI INC	68273	06/30/2025	CENTRAL WATERFRONT SCO...	202-726-52019	5,851.68
MAUL FOSTER ALONGI INC	68274	06/30/2025	WWTP LAGOON ON CALL SE...	202-726-52019	4,637.50
<b>Fund 202 - COMMUNITY DEVELOPMENT Total:</b>					<b>234,269.64</b>

## Expense Approval Register

Packet: APPKT01313 - AP

Item #13.

25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 205 - STREETS</b>					
PORTLAND GENERAL ELECTR...	06.09.25-07.09.25	06/30/2025	4854421000 STREET LIGHTI...	205-000-52003	62.45
ACE HARDWARE - ST. HELENS	06.30.25 60174	06/30/2025	ACE MATERIALS ACCT 60174	205-000-52001	79.96
ACE HARDWARE - ST. HELENS	06.30.25 60179	06/30/2025	60179 ACE ACCT MATERIALS	205-000-52001	88.24
TFT CONSTRUCTION INC	2790742	06/30/2025	R-721 GABLE RD RAPID RECT...	205-000-52019	42,541.78
BRIDGE TOWER OPCO LLC	745794483	06/30/2025	2025 PAVEMENT PATCHING ...	205-000-53001	664.83
<b>Fund 205 - STREETS Total:</b>					<b>43,437.26</b>
<b>Fund: 601 - WATER</b>					
ACE HARDWARE - ST. HELENS	06.30.25 60180	06/30/2025	MATERIALS ACE ACCT 60180	601-732-52001	-5.95
ACE HARDWARE - ST. HELENS	06.30.25 60180	06/30/2025	MATERIALS ACE ACCT 60180	601-732-52001	43.97
LAWRENCE OIL COMPANY	CFSI-28031	06/30/2025	247752 WATER	601-732-52022	170.77
CORE & MAIN	INV0018433	06/30/2025	PO 005442-CONTROLLER, TU...	601-732-53302	21,640.23
<b>Fund 601 - WATER Total:</b>					<b>21,849.02</b>
<b>Fund: 603 - SEWER</b>					
COLUMBIA PACIFIC EDD	0144	06/30/2025	GRANT ADMINISTRATION SE...	603-000-53033	1,615.00
ACE HARDWARE - ST. HELENS	06.30.25 60180	06/30/2025	MATERIALS ACE ACCT 60180	603-736-52001	11.77
ACE HARDWARE - ST. HELENS	06.30.25 60180	06/30/2025	MATERIALS ACE ACCT 60180	603-737-52001	11.77
JORDAN RAMIS PC ATTORNE...	236371	06/30/2025	GENERAL ENVIRONMENTAL	603-736-52019	43.50
JORDAN RAMIS PC ATTORNE...	236371	06/30/2025	GENERAL ENVIRONMENTAL	603-737-52019	43.50
COLUMBIA RIVER PUD	7.1.25 633	06/30/2025	38633 594 S 9 ST POWER	603-737-52003	13,313.63
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1008333	603-736-52023	305.30
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1008333	603-737-52023	305.30
<b>Fund 603 - SEWER Total:</b>					<b>15,649.77</b>
<b>Fund: 703 - PW OPERATIONS</b>					
HUDSON GARBAGE SERVICE	7.1.25	06/30/2025	2046-1287555	703-734-52023	105.60
LAWRENCE OIL COMPANY	CFSI-28031	06/30/2025	247748 PUBLIC WORKS	703-734-52022	894.99
<b>Fund 703 - PW OPERATIONS Total:</b>					<b>1,000.59</b>
<b>Fund: 801 - URBAN RENEWAL AGENCY</b>					
MOORE EXCAVATION INC	R-685 PAYMENT #15	06/30/2025	S 1ST & ST HELENS INTERSEC...	801-000-53001	17,223.39
<b>Fund 801 - URBAN RENEWAL AGENCY Total:</b>					<b>17,223.39</b>
<b>Grand Total:</b>					<b>350,802.61</b>



**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	17,372.94
202 - COMMUNITY DEVELOPMENT	234,269.64
205 - STREETS	43,437.26
601 - WATER	21,849.02
603 - SEWER	15,649.77
703 - PW OPERATIONS	1,000.59
801 - URBAN RENEWAL AGENCY	17,223.39
<b>Grand Total:</b>	<b>350,802.61</b>

**Account Summary**

Account Number	Account Name	Expense Amount
100-000-20800	Court - State Assessment	1,798.71
100-000-20900	Court - County Assessm...	350.14
100-000-36002	Fines - Court	-35.01
100-703-52019	Professional Services	3,047.50
100-704-52001	Operating Supplies	5.96
100-705-52003	Utilities	254.74
100-705-52023	Facility Maintenance	184.70
100-706-52003	Utilities	102.40
100-707-52009	Postage	2,762.22
100-707-52018	Professional Developme...	595.98
100-707-52019	Professional Services	737.69
100-707-52020	Bank Service Fees	3,830.30
100-708-52001	Operating Supplies	1,276.70
100-708-52023	Facility Maintenance	223.60
100-709-52023	Facility Maintenance	85.00
100-711-52001	Operating Supplies	18.35
100-712-52010	Telephone	508.24
100-715-52001	Operating Supplies	1,098.02
100-715-52023	Facility Maintenance	527.70
202-721-52019	Professional Services	186,234.87
202-722-52003	Utilities	227.43
202-722-52019	Professional Services	1,150.00
202-723-52019	Professional Services	2,827.50
202-723-53103	Columbia View Park Imp...	33,131.91
202-726-52019	Professional Services	10,697.93
205-000-52001	Operating Supplies	168.20
205-000-52003	Utilities	62.45
205-000-52019	Professional Services	42,541.78
205-000-53001	Street Improvements & ...	664.83
601-732-52001	Operating Supplies	38.02
601-732-52022	Fuel	170.77
601-732-53302	Annual Maintenance - ...	21,640.23
603-000-53033	Sewer Capacity - Design	1,615.00
603-736-52001	Operating Supplies	11.77
603-736-52019	Professional Services	43.50
603-736-52023	Facility Maintenance	305.30
603-737-52001	Operating Supplies	11.77
603-737-52003	Utilities	13,313.63
603-737-52019	Professional Services	43.50
603-737-52023	Facility Maintenance	305.30
703-734-52022	Fuel	894.99
703-734-52023	Facility Maintenance	105.60
801-000-53001	Capital Outlay	17,223.39
Grand Total:		350,802.61

Project Account Summary

Project Account Key	Expense Amount
**None**	350,802.61
Grand Total:	350,802.61



St. Helens, OR

Expense Approval Register

Packet: APPKT01317 - Court AP 7 15 2025

Item #13.

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL FUND					
Cruz Ramirez, Omar Noel	INV0008011	07/12/2025	Bail Refund - Cruz Ramirez, ...	100-000-20200	1,560.00
Keller, Dustin Allen	INV0008008	07/05/2025	Bail Refund - Keller, Dustin Al...	100-000-20200	1,875.00
Lahoud, Nada Violet	INV0008010	07/09/2025	Bail Refund - Lahoud, Nada V...	100-000-20200	625.00
Fund 100 - GENERAL FUND Total:					4,060.00
Grand Total:					4,060.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	4,060.00
Grand Total:	4,060.00

Account Summary

Account Number	Account Name	Expense Amount
100-000-20200	Court - Bail	4,060.00
Grand Total:		4,060.00

Project Account Summary

Project Account Key	Expense Amount
**None**	4,060.00
Grand Total:	4,060.00



St. Helens, OR

## Expense Approval Register

Packet: APPKT01318 - AP 7.18.25 FY 2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
TYLER TECHNOLOGIES INC	025-517586	06/30/2025	UB NOTIFICATION CALLS	100-707-52019	26.50
CARDINAL SERVICES INC	026048	06/30/2025	TEMPORARY EMPLOYMENT	100-715-52023	476.00
CARDINAL SERVICES INC	026083	06/30/2025	TEMPORARY EMPLOYMENT	100-705-52023	279.30
CARDINAL SERVICES INC	026083	06/30/2025	TEMPORARY EMPLOYMENT	100-706-52023	581.88
CARDINAL SERVICES INC	026083	06/30/2025	TEMPORARY EMPLOYMENT	100-709-52023	81.46
CARDINAL SERVICES INC	026083	06/30/2025	TEMPORARY EMPLOYMENT	100-715-52023	476.00
SAIF CORPORATION	07.01.25	06/30/2025	POLICY 26274 PETERSEN/COY..	100-705-51015	3,353.28
ST. HELENS SCHOOL DISTRICT	07.02.25	06/30/2025	QTRLY BUILDING EXCISE TAX...	100-000-20400	11,145.83
DCBS FISCAL SERVICES	07.02.25	06/30/2025	APRIL -JUNE 25 STATE SURC...	100-000-20700	3,399.81
COLUMBIA FEED AND SUPPLY	1007	06/30/2025	TRIMMER & WIRE	100-708-52001	63.97
BEMIS	11282	06/30/2025	TRODAT SIGNATURE STAMP	100-701-52001	16.75
BEMIS	11282	06/30/2025	TRODAT SIGNATURE STAMP	100-707-52001	16.75
BIO-MED TESTING SERVICES ...	113576	06/30/2025	PRE EMPLOYMENT TEST	100-702-52019	60.00
JORDAN RAMIS PC ATTORNE...	237050	06/30/2025	GENERAL LEGAL	100-715-52019	15,638.50
JORDAN RAMIS PC ATTORNE...	237051	06/30/2025	EMPLOYMENT MATTERS	100-715-52019	3,430.00
JORDAN RAMIS PC ATTORNE...	237052	06/30/2025	PLANNING	100-715-52019	280.00
JORDAN RAMIS PC ATTORNE...	237053	06/30/2025	PUBLIC WORKS ENGINEERING	100-715-52019	2,135.00
JORDAN RAMIS PC ATTORNE...	237055	06/30/2025	PUBLIC RECORDS REQUEST	100-715-52019	700.00
DON'S RENTAL	602549	06/30/2025	RIVERFRONT CEREMONY ST...	100-701-52019	320.00
CMG OREGON LLC	663286	06/30/2025	PLANNING COMMISSION NO...	100-710-52011	136.17
CMG OREGON LLC	663287	06/30/2025	PUBLIC HEARING FOR ANNE...	100-710-52011	143.33
CMG OREGON LLC	663288	06/30/2025	PUBLIC HEARING FOR ANNE...	100-710-52011	143.33
CMG OREGON LLC	663289	06/30/2025	PUBLIC HEARING FOR ANNE...	100-710-52011	145.13
CMG OREGON LLC	665155	06/30/2025	NOTICE OF URA BUDGET ME...	100-707-52008	46.58
CMG OREGON LLC	679678	06/30/2025	FY 2025 SUPPLEMENTAL BU...	100-707-52008	73.53
CMG OREGON LLC	6800527	06/30/2025	NOTICE OF BUDGET HEARING	100-707-52008	191.57
CMG OREGON LLC	680526	06/30/2025	NOTICE OF BUDGET HEARING..	100-707-52008	86.11
CMG OREGON LLC	680528	06/30/2025	NOTICE OF BUDGET HEARING	100-707-52008	187.70
AMY LINDGREN LAW LLC	689	06/30/2025	JUDICIAL SERVICES	100-704-52019	5,750.00
SHRED-IT C/O STERICYCLE INC	8011278135	06/30/2025	POLICE SHRED SERVICE	100-705-52001	144.92
SHRED-IT C/O STERICYCLE INC	8011278135	06/30/2025	CITY HALL SHRED SERVICE	100-715-52001	60.05
SHRED-IT C/O STERICYCLE INC	8011278135	06/30/2025	CITY HALL SHRED SERVICE	100-715-52001	60.05
TROTTER & MORTON FACILI...	83448	06/30/2025	WORK ORDER 76695 COMM...	100-709-52023	1,932.50
SOLUTIONS YES	INV451955	06/30/2025	TONER FOR COPY ROOM PRI...	100-715-52001	400.00
COLUMBIA COUNTY	MAY 205	06/30/2025	INSPECTIONS FOR ST. HELENS..	100-711-52015	360.00
AT&T MOBILITY LLC	UHN012025	06/30/2025	SIM CARDS	100-705-52010	135.55
AT&T MOBILITY LLC	UHN022025	06/30/2025	SIM CARDS	100-705-52010	164.69
AT&T MOBILITY LLC	UHN032024	06/30/2025	SIM CARDS	100-705-52010	9.99
AT&T MOBILITY LLC	UHN032025	06/30/2025	SIM CARDS	100-705-52010	239.12
AT&T MOBILITY LLC	UHN042024	06/30/2025	SIM CARDS	100-705-52010	36.80
AT&T MOBILITY LLC	UHN042025	06/30/2025	SIM CARDS	100-705-52010	185.50
AT&T MOBILITY LLC	UHN052024	06/30/2025	SIM CARDS	100-705-52010	36.80
AT&T MOBILITY LLC	UHN052025	06/30/2025	SIM CARDS	100-705-52010	191.50
AT&T MOBILITY LLC	UHN062024	06/30/2025	SIM CARDS	100-705-52010	36.80
AT&T MOBILITY LLC	UHN062025	06/30/2025	SIM CARDS	100-705-52010	201.49
AT&T MOBILITY LLC	UHN072024	06/30/2025	SIM CARDS	100-705-52010	68.78
AT&T MOBILITY LLC	UHN082024	06/30/2025	SIM CARDS	100-705-52010	83.59
AT&T MOBILITY LLC	UHN09024	06/30/2025	SIM CARDS	100-705-52010	78.77
AT&T MOBILITY LLC	UHN102024	06/30/2025	SIM CARDS	100-705-52010	125.56
AT&T MOBILITY LLC	UHN112024	06/30/2025	SIM CARDS	100-705-52010	119.56
AT&T MOBILITY LLC	UHN122024	06/30/2025	SIM CARDS	100-705-52010	98.75
<b>Fund 100 - GENERAL FUND Total:</b>					<b>54,155.25</b>

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 201 - VISITOR TOURISM</b>					
JORDAN RAMIS PC ATTORNE...	237056	06/30/2025	E2C DISPUTE	201-000-52019	350.00
<b>Fund 201 - VISITOR TOURISM Total:</b>					<b>350.00</b>
<b>Fund: 202 - COMMUNITY DEVELOPMENT</b>					
AKS ENGINEERING & FOREST...	11559-01-02	06/30/2025	1300 KASTER RD	202-722-52019	9,325.00
RADLER WHITE PARKS & ALE...	44038	06/30/2025	WATERFRONT PROJECT 1973...	202-721-52019	2,709.00
<b>Fund 202 - COMMUNITY DEVELOPMENT Total:</b>					<b>12,034.00</b>
<b>Fund: 203 - COMMUNITY ENHANCEMENT</b>					
CARDINAL SERVICES INC	026083	06/30/2025	TEMPORARY EMPLOYMENT	203-709-52140	1,774.63
<b>Fund 203 - COMMUNITY ENHANCEMENT Total:</b>					<b>1,774.63</b>
<b>Fund: 205 - STREETS</b>					
ACE HARDWARE - ST. HELENS	06.30.25 60181	06/30/2025	ACE MATERIALS ACCT 60181	205-000-52001	3.19
<b>Fund 205 - STREETS Total:</b>					<b>3.19</b>
<b>Fund: 601 - WATER</b>					
CITY OF COLUMBIA CITY	06.26.25	06/30/2025	001754-001	601-732-52003	90.98
ACE HARDWARE - ST. HELENS	06.30.25 60181	06/30/2025	ACE MATERIALS ACCT 60181	601-731-52001	61.56
ACE HARDWARE - ST. HELENS	06.30.25 60181	06/30/2025	ACE MATERIALS ACCT 60181	601-732-52001	124.12
ACE HARDWARE - ST. HELENS	06.30.25 60181	06/30/2025	ACE MATERIALS ACCT 60181	601-732-52001	-10.98
PORTLAND ENGINEERING INC	13105	06/30/2025	SCADA SERVICE	601-731-52019	1,157.00
PACIFIC NORTHERN ENVIRO...	50231	06/30/2025	WTP MOTOR T/S & UNWIRE	601-732-52001	1,180.18
PACIFIC NORTHERN ENVIRO...	50231	06/30/2025	WTP MOTOR T/S & UNWIRE	601-732-52019	572.00
ONE CALL CONCEPTS INC	5040477	06/30/2025	REGULAR / MODEM DELIVER...	601-731-52019	3.77
AIRGAS INC	5517767776	06/30/2025	CYLINDER RETNAL	601-731-52001	370.00
<b>Fund 601 - WATER Total:</b>					<b>3,548.63</b>
<b>Fund: 603 - SEWER</b>					
CARDINAL SERVICES INC	026083	06/30/2025	TEMPORARY EMPLOYMENT	603-736-52023	34.91
CARDINAL SERVICES INC	026083	06/30/2025	TEMPORARY EMPLOYMENT	603-737-52023	34.91
ONE CALL CONCEPTS INC	5040477	06/30/2025	REGULAR / MODEM DELIVER...	603-735-52019	3.78
<b>Fund 603 - SEWER Total:</b>					<b>73.60</b>
<b>Fund: 703 - PW OPERATIONS</b>					
COLUMBIA RIVER FIRE AND ...	07.08.25 1 OF 2	06/30/2025	SHARED COST JOINT MAINT ...	703-739-52099	655.85
<b>Fund 703 - PW OPERATIONS Total:</b>					<b>655.85</b>
<b>Fund: 706 - PUBLIC SAFETY</b>					
OTAK INC	000072500206	06/30/2025	PUBLIC SAFETY BUILDING	706-000-52019	2,207.71
MACKENZIE	1094082	06/30/2025	ST. HELENS PUBLIC SAFETY B...	706-000-52019	1,192.50
JORDAN RAMIS PC ATTORNE...	237050	06/30/2025	GENERAL LEGAL	706-000-52019	2,345.00
<b>Fund 706 - PUBLIC SAFETY Total:</b>					<b>5,745.21</b>
<b>Grand Total:</b>					<b>78,340.36</b>

**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	54,155.25
201 - VISITOR TOURISM	350.00
202 - COMMUNITY DEVELOPMENT	12,034.00
203 - COMMUNITY ENHANCEMENT	1,774.63
205 - STREETS	3.19
601 - WATER	3,548.63
603 - SEWER	73.60
703 - PW OPERATIONS	655.85
706 - PUBLIC SAFETY	5,745.21
<b>Grand Total:</b>	<b>78,340.36</b>

**Account Summary**

Account Number	Account Name	Expense Amount
100-000-20400	Building - Excise Tax	11,145.83
100-000-20700	Building - State Surcharge	3,399.81
100-701-52001	Operating Supplies	16.75
100-701-52019	Professional Services	320.00
100-702-52019	Professional Services	60.00
100-704-52019	Professional Services	5,750.00
100-705-51015	Other Benefits	3,353.28
100-705-52001	Operating Supplies	144.92
100-705-52010	Telephone	1,813.25
100-705-52023	Facility Maintenance	279.30
100-706-52023	Facility Maintenance	581.88
100-707-52001	Operating Supplies	16.75
100-707-52008	Printing	585.49
100-707-52019	Professional Services	26.50
100-708-52001	Operating Supplies	63.97
100-709-52023	Facility Maintenance	2,013.96
100-710-52011	Public Information	567.96
100-711-52015	Intergovernmental Servi...	360.00
100-715-52001	Operating Supplies	520.10
100-715-52019	Professional Services	22,183.50
100-715-52023	Facility Maintenance	952.00
201-000-52019	Professional Services	350.00
202-721-52019	Professional Services	2,709.00
202-722-52019	Professional Services	9,325.00
203-709-52140	Contract Programs	1,774.63
205-000-52001	Operating Supplies	3.19
601-731-52001	Operating Supplies	431.56
601-731-52019	Professional Services	1,160.77
601-732-52001	Operating Supplies	1,293.32
601-732-52003	Utilities	90.98
601-732-52019	Professional Services	572.00
603-735-52019	Professional Services	3.78
603-736-52023	Facility Maintenance	34.91
603-737-52023	Facility Maintenance	34.91
703-739-52099	Equipment Operations	655.85
706-000-52019	Professional Services	5,745.21
Grand Total:		78,340.36

**Project Account Summary**

<b>Project Account Key</b>	<b>Expense Amount</b>
**None**	78,340.36
<b>Grand Total:</b>	<b>78,340.36</b>



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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
OCLC INC	1000450867	07/11/2025	WEBDEWEY 7.4.25 - 7.3.26	100-706-52032	402.84
NORTHWEST PARKING EQUI...	005	07/14/2025	ANNUAL MAINT & WARRANT...	100-708-52046	900.00
ENTERPRISE FM TRUST	FBN5375917	07/14/2025	POLICE LEASE	100-705-52097	19,558.72
ENTERPRISE FM TRUST	FBN5375917	07/14/2025	POLICE MAINTENANCE	100-705-52098	1,038.65
ENTERPRISE FM TRUST	FBN5388594	07/14/2025	CITY HALL FLEET	100-715-52097	7.00
ENTERPRISE FM TRUST	FBN5388598	07/14/2025	596107 BUILDING	100-711-52097	463.83
ENTERPRISE FM TRUST	FBN5388618	07/14/2025	PARKS & REC FLEET	100-709-52097	427.68
ENTERPRISE FM TRUST	FBN5388644	07/14/2025	PLANNING FLEET	100-710-52097	451.21
OVERDRIVE	01093SB25197981	07/15/2025	GROUND NEWS	100-706-52032	1,200.00
OVERDRIVE	01093SB25202133	07/15/2025	ARTIST WORKS	100-706-52032	400.00
OVERDRIVE	0193MG25202172	07/15/2025	MAGAZINES	100-706-52032	2,000.00
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	100-705-52023	244.39
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	100-706-52023	558.60
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	100-708-52023	46.55
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	100-709-52023	128.01
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	100-715-52023	476.00
INEXPENSIVE TREE CARE	06114-I	07/15/2025	FELL PIN OAK	100-708-52019	500.00
TOP NOTCH THRIFT STORE	07.5.25	07/15/2025	RESTITUTION CASE #22CR062..	100-000-21000	20.00
TYLER TECHNOLOGIES INC	130-156375	07/15/2025	SERVER HOSTING-RMS-REPO...	100-712-52006	7,537.35
MORE POWER TECHNOLOGY...	17502	07/15/2025	PREMIUM AGREEMENT MO...	100-712-52019	9,272.17
MORE POWER TECHNOLOGY...	17503	07/15/2025	24TB BCDR APPLIANCE WITH...	100-712-52019	977.00
CHAVES CONSULTING INC	215258	07/15/2025	MONTHLY USER FEE PER USE...	100-702-52019	194.35
OGFOA	2535	07/15/2025	MEMBERSHIP DUES J EDWA...	100-707-52018	125.00
DEPARTMENT OF TRANSPOR...	257108300	07/15/2025	DMV SERVICES ACCT 61018	100-704-52019	4.05
THE PERCS INDEX INC	32186	07/15/2025	ANNUAL SUPPORT-EVIDENCE...	100-705-52019	700.00
MIDWEST TAPE	507434120	07/15/2025	DVD / ABD 2000010011	100-706-52034	94.47
DON'S RENTAL	605710	07/15/2025	PROPANE	100-708-52001	14.28
METRO PLANNING INC	6670	07/15/2025	WEB GIS	100-713-52019	62.50
SECURE PACIFIC CORPORATI...	6689258	07/15/2025	375 S 18TH ST	100-706-52023	263.53
SECURE PACIFIC CORPORATI...	6689272	07/15/2025	FIRE ALARM MONITORING	100-706-52023	90.14
CINTAS	8407627311	07/15/2025	PARKS FIRST AID CABINET SE...	100-708-52001	50.08
CINTAS	8407627312	07/15/2025	CITY HALL FIRST AID CABINET...	100-715-52001	195.49
INGRAM LIBRARY SERVICES	88990435	07/15/2025	BOOKS 20C7921	100-706-52033	20.03
INGRAM LIBRARY SERVICES	88990436	07/15/2025	BOOKS 20C7921	100-706-52033	9.37
INGRAM LIBRARY SERVICES	88990437	07/15/2025	BOOKS 20C7921	100-706-52033	20.98
INGRAM LIBRARY SERVICES	88990438	07/15/2025	BOOKS 20C7921	100-706-52033	1,038.92
INGRAM LIBRARY SERVICES	89190231	07/15/2025	BOOKS 20C7921	100-706-52033	12.88
INGRAM LIBRARY SERVICES	89190232	07/15/2025	BOOKS 20C7921	100-706-52033	21.18
INGRAM LIBRARY SERVICES	89190233	07/15/2025	BOOKS 20C7921	100-706-52033	340.86
OVERDRIVE	H-0114600	07/15/2025	DIGITAL BOOKS AND MAGAZ...	100-706-52032	6,449.93
SOLUTIONS YES	INV452685	07/15/2025	TONER FOR ENGINEERING PR...	100-715-52001	520.00
XPRESS SOLUTIONS INC	INV-XPR025719	07/15/2025	CARD TRANSACTION FEES M...	100-707-52020	3,415.36
UNIVERSITY OF LOUISVILLE	SPI-926C09-12	07/15/2025	HOMICIDE INVESTIGATION T...	100-705-52018	2,850.00
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274-WORKERS' C...	100-701-51005	5.86
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-701-51005	226.06
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-702-51005	128.04
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274-WORKERS' C...	100-703-52019	130.59
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274-WORKERS' C...	100-704-51005	92.46
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-705-51005	73,202.42
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-706-51005	281.84
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-707-51005	296.70
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-708-51005	5,928.07
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274-WORKERS' C...	100-709-51005	5,197.17



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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-712-51005	655.44
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	100-713-51005	5,966.42
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274-WORKERS' C...	100-713-51005	23.44
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	100-715-52016	328,167.15
Fund 100 - GENERAL FUND Total:					483,405.06
Fund: 201 - VISITOR TOURISM					
STATE OF OREGON MARINE ...	07.16.25	07/16/2025	APPLICATION FOR BOAT TITL...	201-000-52028	343.00
Fund 201 - VISITOR TOURISM Total:					343.00
Fund: 203 - COMMUNITY ENHANCEMENT					
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	203-709-52140	3,346.33
MY NW EVENT LLC	230613617	07/15/2025	SUMMER SCHOOL OUTDOOR...	203-709-52028	900.00
Fund 203 - COMMUNITY ENHANCEMENT Total:					4,246.33
Fund: 205 - STREETS					
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	205-000-51016	368.12
Fund 205 - STREETS Total:					368.12
Fund: 601 - WATER					
MASTER METERS INC	284893	07/15/2025	HARMONY MOBILE ANNUAL ...	601-731-53314	2,195.00
LAWRENCE OIL COMPANY	CFSI-28355	07/15/2025	247752 WATER	601-732-52022	116.99
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	601-731-51016	8,874.49
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	601-732-51016	8,874.49
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	601-731-52016	71,515.76
Fund 601 - WATER Total:					91,576.73
Fund: 603 - SEWER					
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	603-736-52023	34.91
CARDINAL SERVICES INC	026339	07/15/2025	TEMPORARY EMPLOYMENT	603-737-52023	34.92
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	603-735-51016	1,805.28
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	603-736-51016	1,805.28
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	603-737-51016	1,805.32
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	603-738-51016	1,805.28
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	603-736-52016	11,946.26
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	603-736-52016	45,969.78
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	603-737-52016	11,946.27
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	603-737-52016	45,969.79
Fund 603 - SEWER Total:					123,123.09
Fund: 703 - PW OPERATIONS					
ENTERPRISE FM TRUST	FBN5388600	07/14/2025	ENGINEERING FLEET 619034	703-733-52097	520.60
ENTERPRISE FM TRUST	FBN5388631	07/14/2025	ENTERPRISE FLEET LEASE & ...	703-734-52097	746.89
COLUMBIA RIVER FIRE AND ...	07.08.25 2 OF 2	07/15/2025	SHARED COST JOINT MAINT ...	703-739-52099	99.27
SUNSET EQUIPMENT	114196	07/15/2025	STARTER ROPE	703-739-52099	3.10
METRO PLANNING INC	6670	07/15/2025	WEB GIS	703-733-52019	87.50
CINTAS	8407627310	07/15/2025	FIRST AID CABINET SERVICE	703-734-52019	150.67
LAWRENCE OIL COMPANY	CFSI-28355	07/15/2025	247750 PUBLIC WORKS	703-734-52022	46.11
LAWRENCE OIL COMPANY	CFSI-28355	07/15/2025	247748 PUBLIC WORKS	703-734-52022	877.14
SAIF CORPORATION	1001984745	07/16/2025	POLICY 26274	703-734-51005	2,423.57
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	703-734-52016	133,014.99
CIS	PO-STH-I2025-00	07/16/2025	2025-2026 PROPERTY LIABILI...	703-734-52016	17,440.23
Fund 703 - PW OPERATIONS Total:					155,410.07
Grand Total:					858,472.40

**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	483,405.06
201 - VISITOR TOURISM	343.00
203 - COMMUNITY ENHANCEMENT	4,246.33
205 - STREETS	368.12
601 - WATER	91,576.73
603 - SEWER	123,123.09
703 - PW OPERATIONS	155,410.07
<b>Grand Total:</b>	<b>858,472.40</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Expense Amount</b>
100-000-21000	Court - Restitution	20.00
100-701-51005	Insurance	231.92
100-702-51005	Insurance	128.04
100-702-52019	Professional Services	194.35
100-703-52019	Professional Services	130.59
100-704-51005	Insurance	92.46
100-704-52019	Professional Services	4.05
100-705-51005	Insurance	73,202.42
100-705-52018	Professional Developme...	2,850.00
100-705-52019	Professional Services	700.00
100-705-52023	Facility Maintenance	244.39
100-705-52097	Enterprise Fleet	19,558.72
100-705-52098	Enterprise Fleet Mainte...	1,038.65
100-706-51005	Insurance	281.84
100-706-52023	Facility Maintenance	912.27
100-706-52032	Digital Resources	10,452.77
100-706-52033	Printed Materials	1,464.22
100-706-52034	Visual Materials	94.47
100-707-51005	Insurance	296.70
100-707-52018	Professional Developme...	125.00
100-707-52020	Bank Service Fees	3,415.36
100-708-51005	Insurance	5,928.07
100-708-52001	Operating Supplies	64.36
100-708-52019	Professional Services	500.00
100-708-52023	Facility Maintenance	46.55
100-708-52046	Dock Services	900.00
100-709-51005	Insurance	5,197.17
100-709-52023	Facility Maintenance	128.01
100-709-52097	Enterprise Fleet	427.68
100-710-52097	Enterprise Fleet	451.21
100-711-52097	Enterprise Fleet	463.83
100-712-51005	Insurance	655.44
100-712-52006	Computer Maintenance	7,537.35
100-712-52019	Professional Services	10,249.17
100-713-51005	CIS Insurance	5,989.86
100-713-52019	Professional Services	62.50
100-715-52001	Operating Supplies	715.49
100-715-52016	Insurance	328,167.15
100-715-52023	Facility Maintenance	476.00
100-715-52097	Enterprise Fleet	7.00
201-000-52028	Projects & Programs	343.00
203-709-52028	Projects & Programs	900.00
203-709-52140	Contract Programs	3,346.33
205-000-51016	PW Support Charges	368.12
601-731-51016	PW Support Charges	8,874.49
601-731-52016	General Insurance	71,515.76
601-731-53314	WATER METERS	2,195.00
601-732-51016	PW Support Charges	8,874.49

**Account Summary**

Account Number	Account Name	Expense Amount
601-732-52022	Fuel	116.99
603-735-51016	PW Support Charges	1,805.28
603-736-51016	PW Support Charges	1,805.28
603-736-52016	General Insurance	57,916.04
603-736-52023	Facility Maintenance	34.91
603-737-51016	PW Support Charges	1,805.32
603-737-52016	General Insurance	57,916.06
603-737-52023	Facility Maintenance	34.92
603-738-51016	PW Support Charges	1,805.28
703-733-52019	Professional Services	87.50
703-733-52097	Enterprise Fleet	520.60
703-734-51005	Insurance	2,423.57
703-734-52016	General Insurance	150,455.22
703-734-52019	Professional Services	150.67
703-734-52022	Fuel	923.25
703-734-52097	Enterprise Fleet	746.89
703-739-52099	Equipment Operations	102.37
	<b>Grand Total:</b>	<b>858,472.40</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	858,472.40
<b>Grand Total:</b>	<b>858,472.40</b>



St. Helens, OR

Item #13.

# Expense Approval Register

Packet: APPKT01321 - WAUNA AP 7.18.25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 201 - VISITOR TOURISM</b>					
NW NATURAL GAS	07.15.25 MASONIC	07/17/2025	NATURAL GAS- MASONIC BU...	201-000-52131	55.68
NW NATURAL GAS	07.15.25 MASONIC	07/17/2025	NATURAL GAS- MASONIC BU...	201-000-52131	23.34
WESTERN DISPLAY FIREWOR...	6/13/25	07/17/2025	25-7765 7/4/25 FIREWORKS ...	201-000-52019	10,000.00
<b>Fund 201 - VISITOR TOURISM Total:</b>					<b>10,079.02</b>
<b>Grand Total:</b>					<b>10,079.02</b>

Fund Summary

Fund	Expense Amount
201 - VISITOR TOURISM	10,079.02
Grand Total:	10,079.02

Account Summary

Account Number	Account Name	Expense Amount
201-000-52019	Professional Services	10,000.00
201-000-52131	Contracted Building Leas...	79.02
Grand Total:		10,079.02

Project Account Summary

Project Account Key	Expense Amount
**None**	10,079.02
Grand Total:	10,079.02



St. Helens, OR

Item #13.

# Expense Approval Register

Packet: APPKT01324 - Wauna AP 7.25.25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 201 - VISITOR TOURISM</b>					
CITY OF ST. HELENS	07.22.25	07/24/2025	01-00178-001 MASONIC BUI...	201-000-52131	344.63
TREADWAY EVENTS & ENTER...	1847	07/24/2025	ST HELENS TOURISM EVENT ...	201-000-52039	15,966.67
<b>Fund 201 - VISITOR TOURISM Total:</b>					<b>16,311.30</b>
<b>Grand Total:</b>					<b>16,311.30</b>

Fund Summary

Fund	Expense Amount
201 - VISITOR TOURISM	16,311.30
Grand Total:	16,311.30

Account Summary

Account Number	Account Name	Expense Amount
201-000-52039	Contracted Events-Profe...	15,966.67
201-000-52131	Contracted Building Leas...	344.63
Grand Total:		16,311.30

Project Account Summary

Project Account Key	Expense Amount
**None**	16,311.30
Grand Total:	16,311.30



St. Helens, OR

# Expense Approval Register

Packet: APPKT01322 - AP 7.25.25 FY 25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
OCCUPATIONAL SAFETY HEA...	1720	06/30/2025	November 6 2024 Vaccinatio...	100-705-52002	776.43
CDR LABOR LAW LLC	3503	06/30/2025	CUTRIGHT ARBITRATION	100-705-52019	510.00
CDR LABOR LAW LLC	3503	06/30/2025	GENERAL LABOR	100-715-52019	1,485.00
CDR LABOR LAW LLC	3503	06/30/2025	POLICE BARGAINING	100-715-52019	2,605.00
MIDWEST TAPE	506949361	06/30/2025	DVD / ABD 2000010011	100-706-52034	96.12
MIDWEST TAPE	506978421	06/30/2025	DVD / ABD 2000010011	100-706-52034	26.99
MIDWEST TAPE	507011197	06/30/2025	DVD / ABD 2000010011	100-706-52034	31.28
MIDWEST TAPE	507080180	06/30/2025	DVD / ABD 2000010011	100-706-52034	22.49
MIDWEST TAPE	507109098	06/30/2025	DVD / ABD 2000010011	100-706-52034	26.99
MIDWEST TAPE	507141988	06/30/2025	DVD / ABD 2000010011	100-706-52034	24.74
LANE COUNCIL OF GOVERN...	98732	06/30/2025	BACKGROUND CHECKS APR - ...	100-702-52014	38.99
911 Supply	INV-1-55086	06/30/2025	DRESS BUTTON COAT	100-705-52002	531.69
911 Supply	INV-1-55087	06/30/2025	DRESS BUTTON COAT	100-705-52002	531.69
911 Supply	INV-1-55088	06/30/2025	DRESS BUTTON COAT	100-705-52001	463.06
911 Supply	INV-1-55089	06/30/2025	DRESS BUTTON COAT	100-705-52002	463.06
911 Supply	INV-1-55090	06/30/2025	DRESS BUTTON COAT	100-705-52002	463.06
911 Supply	INV-1-55091	06/30/2025	DRESS BUTTON COAT	100-705-52002	531.69
L.N CURTIS AND SONS	INV963783	06/30/2025	POLICE UNIFORMS	100-705-52002	526.96
<b>Fund 100 - GENERAL FUND Total:</b>					<b>9,155.24</b>
<b>Fund: 205 - STREETS</b>					
TFT CONSTRUCTION INC	2790766	06/30/2025	GABLE ROAD RAPID RECTAN...	205-000-52019	2,239.04
<b>Fund 205 - STREETS Total:</b>					<b>2,239.04</b>
<b>Fund: 601 - WATER</b>					
ALEXIN ANALYTICAL LABORA...	INV-	06/30/2025	TESTING	601-731-52064	2,395.00
<b>Fund 601 - WATER Total:</b>					<b>2,395.00</b>
<b>Fund: 603 - SEWER</b>					
CONSOR NORTH AMERICA I...	W233257OR.00-16	06/30/2025	WASTEWATER COLLECTION ...	603-000-53033	57,150.71
<b>Fund 603 - SEWER Total:</b>					<b>57,150.71</b>
<b>Fund: 703 - PW OPERATIONS</b>					
COLUMBIA RIVER PUD	3001573	06/30/2025	ACCOUNT 700120 STREET LI...	703-739-52120	448.52
<b>Fund 703 - PW OPERATIONS Total:</b>					<b>448.52</b>
<b>Fund: 801 - URBAN RENEWAL AGENCY</b>					
KITTELSON & ASSOCIATES INC	0157212	06/30/2025	PROJECT 235440 1ST & ST ST...	801-000-53001	644.57
MOORE EXCAVATION INC	M-532 PAYMENT #8	06/30/2025	UNDERGROUNDING ELECTRI...	801-000-53001	51,836.05
MOORE EXCAVATION INC	P-525 PAYMENT #30	06/30/2025	S 1ST AND STRAND ROAD & ...	801-000-53001	36,147.74
MOORE EXCAVATION INC	R-685 PAYMENT #16	06/30/2025	S 1ST AND ST HELENS INTERS...	801-000-53001	8,000.00
<b>Fund 801 - URBAN RENEWAL AGENCY Total:</b>					<b>96,628.36</b>
<b>Grand Total:</b>					<b>168,016.87</b>



**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	9,155.24
205 - STREETS	2,239.04
601 - WATER	2,395.00
603 - SEWER	57,150.71
703 - PW OPERATIONS	448.52
801 - URBAN RENEWAL AGENCY	96,628.36
<b>Grand Total:</b>	<b>168,016.87</b>

**Account Summary**

Account Number	Account Name	Expense Amount
100-702-52014	Recruiting	38.99
100-705-52001	Operating Supplies	463.06
100-705-52002	Personnel Uniforms Equ...	3,824.58
100-705-52019	Professional Services	510.00
100-706-52034	Visual Materials	228.61
100-715-52019	Professional Services	4,090.00
205-000-52019	Professional Services	2,239.04
601-731-52064	Lab Testing	2,395.00
603-000-53033	Sewer Capacity - Design	57,150.71
703-739-52120	Facility Maintenance Ot...	448.52
801-000-53001	Capital Outlay	96,628.36
Grand Total:		168,016.87

**Project Account Summary**

<b>Project Account Key</b>	<b>Expense Amount</b>
**None**	168,016.87
<b>Grand Total:</b>	<b>168,016.87</b>



St. Helens, OR

# Expense Approval Register

Item #13.

Packet: APPKT01323 - AP 7.25.25 FY 26

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
WEX BANK	105562436	06/30/2025	POLICE FUEL PURCHASES	100-705-52022	5,493.19
WEX BANK	105562436	06/30/2025	REC TRANSIT VAN -3660	100-709-52022	17.97
WEX BANK	105562436	06/30/2025	BUILDING FUEL PURCHASES ...	100-711-52022	63.34
WEX BANK	105562436	06/30/2025	RED ESCAPE CITY HALL 7237	100-715-52022	47.35
SUWANNA KADELL	07.22.25	07/24/2025	RESTITUTION CASE #23CR233..	100-000-21000	20.00
COLUMBIA COMMUNITY ME...	7.22.25	07/24/2025	REFUND CLEANING DEPOSIT ...	100-000-22000	450.00
LEXISNEXIS	7.22.25	07/24/2025	REFUND PUBLIC RECORDS R...	100-000-36002	20.00
LEXISNEXIS	7-22-25	07/24/2025	REFUND PUBLIC RECORDS R...	100-000-36002	20.00
RICOH USA INC	109344509	07/25/2025	POLICE EQUIPMENT LEASE 1...	100-705-52019	226.45
ORKIN	280779917	07/25/2025	265 STRAND PEST SERVICE Cl...	100-715-52023	209.00
QWEST DBA CENTURYLINK A...	3263X201-S-25195	07/25/2025	5163X201S3	100-712-52010	80.33
QWEST DBA CENTURYLINK A...	3263X204-S-25042 & 3263X...	07/25/2025	5163X204S3	100-712-52010	160.66
CIVICPLUS	342913	07/25/2025	MUNICODE MEETINGS ANN...	100-712-52006	4,800.00
CMG OREGON LLC	683080	07/25/2025	NOTICE OF PROPOSED BUDG...	100-702-52011	80.00
AMY LINDGREN LAW LLC	693	07/25/2025	JUDICIAL SERVICES JULY 25	100-704-52019	5,750.00
ELVIA LUJAN	7.20.25	07/25/2025	RESTITUTION- 24CR217 RAN...	100-000-21000	50.00
CENTURY LINK BUSINESS SER...	744489384	07/25/2025	ACCT 88035002	100-712-52010	159.27
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-0619	100-712-52010	33.00
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-2856	100-712-52010	79.29
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-1103	100-712-52010	33.00
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-1257	100-712-52010	36.65
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3448	100-712-52010	55.70
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-1101	100-712-52010	36.65
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-0422	100-712-52010	36.65
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-1426	100-712-52010	36.65
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3029	100-712-52010	33.00
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-7932	100-712-52010	33.00
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3195	100-712-52010	33.00
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-4016	100-712-52010	60.03
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3363	100-712-52010	33.00
CENTURY LINK	07.03.25 7305	07/29/2025	TAXES FEES AND SURCHARG...	100-712-52010	380.65
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-8200	100-712-52010	74.50
CENTURY LINK	07.06.25 9231	07/29/2025	632B	100-712-52010	43.20
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	150 S 13TH ST- POLICE	100-705-52003	122.26
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	150 S 13 ST POLICE STATION ...	100-705-52003	501.95
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	375 S 18TH ST COLUMBIA CE...	100-706-52003	983.31
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	475 S 18TH ST - MCCORMICK...	100-708-52003	846.87
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	475 S 18 ST METER 10220167	100-708-52003	74.81
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	475 S 18TH ST	100-708-52003	93.15
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	299 N 6TH ST - PARKS	100-708-52003	41.33
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	200 N RIVER ST - GREY CLIFFS...	100-708-52003	47.30
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	475 S 18TH ST- MCCORMICK ...	100-708-52003	46.54
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	475 S 18TH ST	100-708-52003	27.93
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	50 PLAZA SQ- PLAZA OUTLETS	100-708-52003	43.01
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	200 N 7TH ST - PARK	100-708-52003	39.31
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	162 MCMICHAEL ST - CAMPB...	100-708-52003	607.80
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	265 STRAND ST. - DOCKS	100-708-52046	338.26
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	264 STRAND ST- PARKS/ GAZ...	100-708-52046	70.18
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	2625 GABLE RD REC CENTER	100-709-52003	315.46
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	277 STRAND ST -	100-715-52003	47.05
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	277 STRAND ST- CITY HALL U...	100-715-52003	99.88
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	275 STRAND ST- CITY HALL U...	100-715-52003	129.41
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	265 STRAND ST- CITY HALL ...	100-715-52003	459.55

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	265 STRAND ST- CITY HALL ...	100-715-52003	162.39
NW NATURAL GAS	07.15.25	07/29/2025	256563-8	100-705-52003	28.84
NW NATURAL GAS	07.15.25	07/29/2025	258767-3	100-706-52003	115.86
NW NATURAL GAS	07.15.25	07/29/2025	256304-7	100-708-52003	46.83
NW NATURAL GAS	07.15.25	07/29/2025	259856-3	100-708-52003	39.07
NW NATURAL GAS	07.15.25	07/29/2025	3707010-9	100-709-52003	28.96
NW NATURAL GAS	07.15.25	07/29/2025	4157643-0	100-709-52003	35.71
NW NATURAL GAS	07.15.25	07/29/2025	1323284-8	100-715-52003	28.96
NW NATURAL GAS	07.15.25	07/29/2025	1359528-5	100-715-52003	23.34
ELVIS CERVANTES AND ALEJ...	143	07/29/2025	TREE RISK ASSESSMENT	100-708-52019	750.00
MORE POWER TECHNOLOGY...	17510	07/29/2025	RMS MORE AWARE ESSENTI...	100-705-52115	3,375.88
MORE POWER TECHNOLOGY...	17524	07/29/2025	MICROSOFT 365 BUS STAND...	100-712-52006	2,858.40
STEVEN R SCHARFSTEIN	224	07/29/2025	COURT ATTORNEY FEES	100-704-52019	3,000.00
TROTTER & MORTON FACILI...	83519	07/29/2025	C11165 HVAC POLICE	100-705-52023	1,194.54
TROTTER & MORTON FACILI...	83535	07/29/2025	G10115 LIBRARY HVAC	100-706-52023	2,542.65
<b>Fund 100 - GENERAL FUND Total:</b>					<b>37,852.32</b>

**Fund: 202 - COMMUNITY DEVELOPMENT**

COLUMBIA COUNTY ECONO...	0NV891399N246095J	07/24/2025	GRO YEAR 3 FUNDING FROM...	202-721-52019	100,000.00
<b>Fund 202 - COMMUNITY DEVELOPMENT Total:</b>					<b>100,000.00</b>

**Fund: 203 - COMMUNITY ENHANCEMENT**

TROTTER & MORTON FACILI...	83535	07/29/2025	G10115 LIBRARY HVAC	203-706-53013	1,695.10
<b>Fund 203 - COMMUNITY ENHANCEMENT Total:</b>					<b>1,695.10</b>

**Fund: 205 - STREETS**

COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	191 N MILTON WAY- LANDS...	205-000-52003	39.22
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	265 STRAND ST	205-000-52003	3,703.92
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	398 S 1ST ST	205-000-52003	80.19
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	298 STRAND ST	205-000-52003	58.49
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	40 ST HELENS ST	205-000-52003	41.41
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	1800 COLUMBIA BLVD - SIG...	205-000-52003	125.37
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	35320 SYKES RD	205-000-52003	47.30
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	2198 COLUMBIA BLVD - SIG...	205-000-52003	55.46
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	715 S COLUMBIA RIVER HWY ..	205-000-52003	51.33
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	58651 COL HWY GATEWAY A...	205-000-52003	39.25
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	191 N MILTON WAY - SIGNAL	205-000-52003	49.49
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	495 S 18TH ST - LIGHT SIGNAL	205-000-52003	64.30
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	1370 COLUMBIA BLVD.- FOU...	205-000-52003	53.69
<b>Fund 205 - STREETS Total:</b>					<b>4,409.42</b>

**Fund: 601 - WATER**

EAGLE STAR ROCK PRODUCTS..	407680	07/25/2025	SHORE DRIVE WATER	601-731-52001	169.33
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	END OF KESTREL VIEW DRIVE	601-731-52003	111.46
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	57500 OLD PORTLAND RD - ...	601-731-52003	46.58
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	2300 STRAND ST - WELL 2	601-731-52003	1,664.01
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	1680 1 ST -	601-731-52003	1,489.47
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	35261 PITTSBURG RD- PW W...	601-731-52003	41.67
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	62420 COLUMBIA RIVER HWY..	601-731-52003	135.44
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	1215 FOURTH ST - WFF	601-732-52003	6,916.24
NW NATURAL GAS	07.15.25	07/29/2025	1583294-2	601-732-52003	24.96
<b>Fund 601 - WATER Total:</b>					<b>10,599.16</b>

**Fund: 603 - SEWER**

CENTURY LINK	07.03.25 7305	07/29/2025	503-397-1272	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3351	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-6997	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3232	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3357	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-7757	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3997	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3644	603-736-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3021	603-736-52010	18.32
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3027	603-736-52010	18.33

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3024	603-736-52010	18.32
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-1102	603-736-52010	18.32
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3644	603-737-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-7757	603-737-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3357	603-737-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-1102	603-737-52010	18.33
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3351	603-737-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-6997	603-737-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3232	603-737-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3021	603-737-52010	18.33
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3024	603-737-52010	18.33
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-1272	603-737-52010	16.50
CENTURY LINK	07.03.25 7305	07/29/2025	503-366-3027	603-737-52010	18.32
CENTURY LINK	07.03.25 7305	07/29/2025	503-397-3997	603-737-52010	16.50
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	240 CLARK ST PUMP STATION	603-735-52003	39.31
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	451 PLYMOTH ST - WWTP L...	603-736-52003	2,018.94
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	451 PLYMOTH ST - WWTP L...	603-737-52003	2,018.94
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	505 S 1ST ST PUMP STATION	603-738-52003	114.27
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	58791 58725 COL RIV HWY P...	603-738-52003	51.08
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	134 N 1ST- PS 2 8873519	603-738-52003	98.11
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	58360 OLD PORTLAND RD - P...	603-738-52003	232.26
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	110 S 4TH ST - PS 3	603-738-52003	45.96
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	169 S 4TH ST WATER FLOW ...	603-738-52003	46.29
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	240 MADRONA CT	603-738-52003	163.82
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	35120 MAPLE ST. - PS 11	603-738-52003	110.30
NW NATURAL GAS	07.15.25	07/29/2025	258575-0	603-736-52003	20.66
NW NATURAL GAS	07.15.25	07/29/2025	258575-0	603-737-52003	20.66
TYLER HILLS	7.7.25	07/29/2025	REIMBURSEMENT FOR WAST...	603-736-52018	147.88
TYLER HILLS	7.7.25	07/29/2025	REIMBURSEMENT FOR WAST...	603-737-52018	147.89
<b>Fund 603 - SEWER Total:</b>					<b>5,686.97</b>
<b>Fund: 703 - PW OPERATIONS</b>					
WEX BANK	105562436	06/30/2025	PW CHEROKEE 5478	703-734-52022	675.26
TROTTER & MORTON FACILI...	83482	07/24/2025	HEAT PUMP REPAIR ST HELE...	703-739-52120	652.70
TROTTER & MORTON FACILI...	83479	07/25/2025	HEAT PUMP LOCK OUT SENI...	703-739-52120	1,120.86
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	984 OREGON ST - PW SHOP	703-734-52003	139.76
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	1230 DEER ISLAND RD - PW	703-734-52003	87.89
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	984 OREGON ST	703-734-52003	264.86
COLUMBIA RIVER PUD	07.15.25 7493	07/29/2025	650 OREGON ST -LEMONT P...	703-734-52003	443.65
NW NATURAL GAS	07.15.25	07/29/2025	1960772-0	703-734-52003	23.34
NW NATURAL GAS	07.15.25	07/29/2025	114867-5	703-734-52003	23.34
LES SCHWAB TIRE CENTER	22900659222	07/29/2025	REPLACE TIRES 2022 SILVER...	703-739-52099	1,876.88
TROTTER & MORTON FACILI...	83489	07/29/2025	C10245	703-734-52023	296.75
<b>Fund 703 - PW OPERATIONS Total:</b>					<b>5,605.29</b>
<b>Fund: 706 - PUBLIC SAFETY</b>					
U.S. BANK ST. PAUL	2922036	07/29/2025	ACC 215549000 FULL FAITH ...	706-000-55001	260,000.00
U.S. BANK ST. PAUL	2922036	07/29/2025	ACC 215549000 FULL FAITH ...	706-000-55002	248,700.00
<b>Fund 706 - PUBLIC SAFETY Total:</b>					<b>508,700.00</b>
<b>Grand Total:</b>					<b>674,548.26</b>

**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	37,852.32
202 - COMMUNITY DEVELOPMENT	100,000.00
203 - COMMUNITY ENHANCEMENT	1,695.10
205 - STREETS	4,409.42
601 - WATER	10,599.16
603 - SEWER	5,686.97
703 - PW OPERATIONS	5,605.29
706 - PUBLIC SAFETY	508,700.00
<b>Grand Total:</b>	<b>674,548.26</b>

**Account Summary**

Account Number	Account Name	Expense Amount
100-000-21000	Court - Restitution	70.00
100-000-22000	CLEANING DEPOSIT	450.00
100-000-36002	Fines - Court	40.00
100-702-52011	Public Information	80.00
100-704-52019	Professional Services	8,750.00
100-705-52003	Utilities	653.05
100-705-52019	Professional Services	226.45
100-705-52022	Fuel	5,493.19
100-705-52023	Facility Maintenance	1,194.54
100-705-52115	REPORT WRITING	3,375.88
100-706-52003	Utilities	1,099.17
100-706-52023	Facility Maintenance	2,542.65
100-708-52003	Utilities	1,953.95
100-708-52019	Professional Services	750.00
100-708-52046	Dock Services	408.44
100-709-52003	Utilities	380.13
100-709-52022	Fuel	17.97
100-711-52022	Fuel	63.34
100-712-52006	Computer Maintenance	7,658.40
100-712-52010	Telephone	1,438.23
100-715-52003	Utilities	950.58
100-715-52022	Fuel	47.35
100-715-52023	Facility Maintenance	209.00
202-721-52019	Professional Services	100,000.00
203-706-53013	Library Facility Improve...	1,695.10
205-000-52003	Utilities	4,409.42
601-731-52001	Operating Supplies	169.33
601-731-52003	Utilities	3,488.63
601-732-52003	Utilities	6,941.20
603-735-52003	Utilities	39.31
603-736-52003	Utilities	2,039.60
603-736-52010	Telephone	205.29
603-736-52018	Professional Developme...	147.88
603-737-52003	Utilities	2,039.60
603-737-52010	Telephone	205.31
603-737-52018	Professional Developme...	147.89
603-738-52003	Utilities	862.09
703-734-52003	Utilities	982.84
703-734-52022	Fuel	675.26
703-734-52023	Facility Maintenance	296.75
703-739-52099	Equipment Operations	1,876.88
703-739-52120	Facility Maintenance Ot...	1,773.56
706-000-55001	Principal	260,000.00
706-000-55002	Interest	248,700.00
Grand Total:		674,548.26

Project Account Summary

Project Account Key	Expense Amount
**None**	674,548.26
Grand Total:	674,548.26



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# Expense Approval Register

Packet: APPKT01332 - Wauna AP 8.1.25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 201 - VISITOR TOURISM					
DAHLGREN'S DO IT BEST BUI...	93446	07/30/2025	BUILDING SUPPLIES ACCT 10...	201-000-52028	33.80
Fund 201 - VISITOR TOURISM Total:					33.80
Grand Total:					33.80

Fund Summary

Fund	Expense Amount
201 - VISITOR TOURISM	33.80
Grand Total:	33.80

Account Summary

Account Number	Account Name	Expense Amount
201-000-52028	Projects & Programs	33.80
Grand Total:		33.80

Project Account Summary

Project Account Key	Expense Amount
**None**	33.80
Grand Total:	33.80





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# Expense Approval Register

Item #13.

Packet: APPKT01330 - 8.1.25 AP

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
WILCOX	0960896-IN	07/29/2025	FUEL PARKS DEPT	100-708-52022	738.80
WEX BANK	106151042	07/29/2025	POLICE FUEL PURCHASES	100-705-52022	6,174.20
WEX BANK	106151042	07/29/2025	BUILDING FUEL PURCHASES ...	100-711-52022	61.85
ALLSTREAM	21690054	07/29/2025	ALLSTREAM PHONE ACCT 75...	100-712-52010	213.55
SIERRA SPRINGS	21814586071925	07/29/2025	WATER BOTTLED COURT / UB..	100-715-52001	45.97
CULLIGAN	2509549	07/29/2025	BOTTLED WATER POLICE	100-705-52019	105.05
ORKIN	280779806	07/29/2025	265 STRAND PEST SERVICE CI...	100-715-52023	130.00
ORKIN	280779960	07/29/2025	1810 OLD PORTLAND RD PES...	100-705-52023	209.00
ORKIN	280779961	07/29/2025	1810 OLD PORTLAND RD PES...	100-705-52023	115.00
ORKIN	280780724	07/29/2025	375 S 18TH ST LIBRARY	100-706-52023	169.00
AT&T MOBILITY	287302289330X07232025	07/29/2025	287302289330 POLICE PHON...	100-705-52010	1,268.59
COLUMBIA RIVER MOTORSP...	4434441	07/29/2025	REPLACEMENT FOR BROKEN ...	100-708-52001	80.95
COLUMBIA RIVER MOTORSP...	4434673	07/29/2025	SHOP SUPPLIES	100-708-52001	38.51
MIDWEST TAPE	507466016	07/29/2025	DVD / ABD 2000010011	100-706-52034	359.15
MIDWEST TAPE	507498929	07/29/2025	DVD / ABD 2000010011	100-706-52034	228.54
PROQUEST LLC	70892567	07/29/2025	ANCESTRY LIBRARY FY 26	100-706-52032	1,656.79
TROTTER & MORTON FACILI...	83557	07/29/2025	CITY HALL HVAC LEAK	100-715-52023	867.82
INGRAM LIBRARY SERVICES	89391820	07/29/2025	BOOKS 20C7921	100-706-52033	12.44
INGRAM LIBRARY SERVICES	89391821	07/29/2025	BOOKS 20C7921	100-706-52033	616.03
SOLUTIONS YES	INV454800	07/29/2025	CO02-002 ST HELENS LIBRAR...	100-706-52019	149.10
EMPLOYMENT TAX -STATE OF..	L0011937712	07/29/2025	UNEMPLOYMENT 2ND QRT ...	100-706-51015	5,083.87
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	100-705-52023	384.04
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	100-706-52023	872.81
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	100-708-52023	46.55
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	100-709-52023	104.74
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	100-715-52023	476.00
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	100-705-52023	372.40
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	100-706-52023	605.15
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	100-708-52023	46.55
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	100-709-52023	116.38
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	100-715-52023	476.00
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	100-705-52023	267.66
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	100-706-52023	709.89
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	100-708-52023	46.55
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	100-709-52023	69.83
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	100-715-52023	476.00
CENTRALSQUARE TECHNOL...	443041	07/30/2025	PD & CCSO RMS	100-705-52115	2,311.94
DAHLGREN'S DO IT BEST BUI...	7.25.25 10026	07/30/2025	BUILDING SUPPLIES ACCT 10...	100-705-52001	12.90
DAHLGREN'S DO IT BEST BUI...	7.25.25 10026	07/30/2025	BUILDING SUPPLIES ACCT 10...	100-708-52001	337.81
<b>Fund 100 - GENERAL FUND Total:</b>					<b>26,057.41</b>
<b>Fund: 203 - COMMUNITY ENHANCEMENT</b>					
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	203-709-52140	4,932.92
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	203-709-52140	4,769.43
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	203-709-52140	4,617.44
<b>Fund 203 - COMMUNITY ENHANCEMENT Total:</b>					<b>14,319.79</b>
<b>Fund: 205 - STREETS</b>					
DAHLGREN'S DO IT BEST BUI...	7.25.25 10026	07/30/2025	BUILDING SUPPLIES ACCT 10...	205-000-52001	68.32
<b>Fund 205 - STREETS Total:</b>					<b>68.32</b>
<b>Fund: 601 - WATER</b>					
CORRECT EQUIPMENT	58738	07/29/2025	3"X12" OCTAVE METERS	601-731-53314	2,586.78
CORE & MAIN	X088278	07/29/2025	MATERIALS	601-731-52001	9.85
CORE & MAIN	X316261	07/29/2025	MATERIALS	601-731-52001	1,245.46

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CORE & MAIN	X364534	07/29/2025	MATERIALS	601-731-52001	577.10
MISSION COMMUNICATIONS...	2010256	07/30/2025	SERVICE CONTRACTS PUMP ...	601-732-52003	347.40
Fund 601 - WATER Total:					4,766.59
Fund: 603 - SEWER					
ALLSTREAM	21690054	07/29/2025	ALLSTREAM PHONE ACCT 75...	603-736-52010	106.77
ALLSTREAM	21690054	07/29/2025	ALLSTREAM PHONE ACCT 75...	603-737-52010	106.77
PAULSON PRINTING CO.	6268	07/29/2025	HAULED WASTE TICKET PAD	603-736-52001	37.50
CORE & MAIN	X354317	07/29/2025	MATERIALS	603-735-52001	2,115.30
CORE & MAIN	X380099	07/29/2025	MATERIALS	603-735-52001	481.44
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	603-736-52023	34.91
CARDINAL SERVICES INC	026782	07/30/2025	TEMPORARY EMPLOYMENT	603-737-52023	34.91
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	603-736-52023	34.91
CARDINAL SERVICES INC	027099	07/30/2025	TEMPORARY EMPLOYMENT	603-737-52023	34.91
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	603-736-52023	34.91
CARDINAL SERVICES INC	027397	07/30/2025	TEMPORARY EMPLOYMENT	603-737-52023	34.91
MISSION COMMUNICATIONS...	2010256	07/30/2025	SERVICE CONTRACTS PUMP ...	603-737-52003	563.40
MISSION COMMUNICATIONS...	2010256	07/30/2025	SERVICE CONTRACTS PUMP ...	603-738-52003	3,126.60
PAULSON PRINTING CO.	6298	07/30/2025	HAULED WASTE TICKETS	603-736-52001	87.50
Fund 603 - SEWER Total:					6,834.74
Fund: 703 - PW OPERATIONS					
WEX BANK	106151042	07/29/2025	FORD EDGE 0189	703-734-52022	49.78
WEX BANK	106151042	07/29/2025	PW CHEROKEE 5478	703-734-52022	601.47
TROTTER & MORTON FACILI...	83561	07/29/2025	SENIOR CENTER HVAC REPAIR	703-739-52120	655.00
SONSRAY MACHINERY LLC	PSO185232-1	07/29/2025	PARTS	703-739-52099	376.93
SONSRAY MACHINERY LLC	PSO187986-1	07/29/2025	PARTS	703-739-52099	1,249.50
Fund 703 - PW OPERATIONS Total:					2,932.68
Grand Total:					54,979.53

**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	26,057.41
203 - COMMUNITY ENHANCEMENT	14,319.79
205 - STREETS	68.32
601 - WATER	4,766.59
603 - SEWER	6,834.74
703 - PW OPERATIONS	2,932.68
<b>Grand Total:</b>	<b>54,979.53</b>

**Account Summary**

Account Number	Account Name	Expense Amount
100-705-52001	Operating Supplies	12.90
100-705-52010	Telephone	1,268.59
100-705-52019	Professional Services	105.05
100-705-52022	Fuel	6,174.20
100-705-52023	Facility Maintenance	1,348.10
100-705-52115	REPORT WRITING	2,311.94
100-706-51015	Other Benefits	5,083.87
100-706-52019	Professional Services	149.10
100-706-52023	Facility Maintenance	2,356.85
100-706-52032	Digital Resources	1,656.79
100-706-52033	Printed Materials	628.47
100-706-52034	Visual Materials	587.69
100-708-52001	Operating Supplies	457.27
100-708-52022	Fuel	738.80
100-708-52023	Facility Maintenance	139.65
100-709-52023	Facility Maintenance	290.95
100-711-52022	Fuel	61.85
100-712-52010	Telephone	213.55
100-715-52001	Operating Supplies	45.97
100-715-52023	Facility Maintenance	2,425.82
203-709-52140	Contract Programs	14,319.79
205-000-52001	Operating Supplies	68.32
601-731-52001	Operating Supplies	1,832.41
601-731-53314	WATER METERS	2,586.78
601-732-52003	Utilities	347.40
603-735-52001	Operating Supplies	2,596.74
603-736-52001	Operating Supplies	125.00
603-736-52010	Telephone	106.77
603-736-52023	Facility Maintenance	104.73
603-737-52003	Utilities	563.40
603-737-52010	Telephone	106.77
603-737-52023	Facility Maintenance	104.73
603-738-52003	Utilities	3,126.60
703-734-52022	Fuel	651.25
703-739-52099	Equipment Operations	1,626.43
703-739-52120	Facility Maintenance Ot...	655.00
Grand Total:		54,979.53

**Project Account Summary**

<b>Project Account Key</b>	<b>Expense Amount</b>
**None**	54,979.53
<b>Grand Total:</b>	<b>54,979.53</b>



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# Expense Approval Register

Packet: APPKT01334 - AP 8.7.25 FY25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
COLUMBIA COUNTY COMM. ...	5/25.6/25CSH	06/30/2025	WORK CREW	100-708-52019	750.00
<b>Fund 100 - GENERAL FUND Total:</b>					<b>750.00</b>
<b>Fund: 202 - COMMUNITY DEVELOPMENT</b>					
MASON BRUCE & GIRARD INC	37006	06/30/2025	PROJECT 0107184-ST HELENS...	202-724-52019	29,670.56
<b>Fund 202 - COMMUNITY DEVELOPMENT Total:</b>					<b>29,670.56</b>
<b>Fund: 703 - PW OPERATIONS</b>					
COLUMBIA COUNTY COMM. ...	5/25.6/25CSH	06/30/2025	WORK CREW	703-734-52019	750.00
<b>Fund 703 - PW OPERATIONS Total:</b>					<b>750.00</b>
<b>Grand Total:</b>					<b>31,170.56</b>

**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	750.00
202 - COMMUNITY DEVELOPMENT	29,670.56
703 - PW OPERATIONS	750.00
<b>Grand Total:</b>	<b>31,170.56</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Expense Amount</b>
100-708-52019	Professional Services	750.00
202-724-52019	Professional Services	29,670.56
703-734-52019	Professional Services	750.00
<b>Grand Total:</b>		<b>31,170.56</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Expense Amount</b>
**None**	31,170.56
<b>Grand Total:</b>	<b>31,170.56</b>



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# Expense Approval Register

Item #13.

Packet: APPKT01335 - 8.7.25 AP

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
OREGON PATROL SERVICE	11363	07/31/2025	COURT SERVICES	100-704-52019	1,635.20
IN A PICKLE CPR LLC	0011	08/01/2025	7/19/25 CLASS	100-709-52028	630.00
STEVEN LESKIN	00481	08/01/2025	COURT ATTORNEY FEES	100-704-52019	3,000.00
SUNSET AUTO PARTS INC - N...	07.31.25	08/01/2025	AUTO PARTS ACCT 6355	100-705-52098	11.07
ERSKINE LAW PRACTICE LLC	08.01.25	08/01/2025	CITY PROSECUTOR JULY 1 - J...	100-704-52019	8,231.33
PETTY CASH-SUZANNE BISH...	08.01.25	08/01/2025	LIBRARY PETTY CASH	100-706-52001	119.91
JAMES H BAND	2025-5	08/01/2025	INVESTIGATION SERVICES FO...	100-705-52019	3,376.60
VERIZON	6119062102	08/01/2025	JOHN WALSH	100-701-52001	38.24
VERIZON	6119062102	08/01/2025	HOT SPOT- 8190	100-701-52010	47.10
VERIZON	6119062102	08/01/2025	CRYSTAL KING 0621	100-701-52010	38.24
VERIZON	6119062102	08/01/2025	JOHN WALSH 9898	100-701-52010	40.81
VERIZON	6119062102	08/01/2025	BRANDON SUNDEEN 1179	100-703-52001	38.24
VERIZON	6119062102	08/01/2025	RUSSELL HUBBARD 1907	100-703-52001	38.24
VERIZON	6119062102	08/01/2025	JESSICA CHILTON	100-703-52001	38.24
VERIZON	6119062102	08/01/2025	MARK GUNDERSEN 1908	100-703-52001	38.24
VERIZON	6119062102	08/01/2025	JENNIFER MASSEY 1992	100-703-52001	38.24
VERIZON	6119062102	08/01/2025	PD JETPACK1 8886	100-705-52010	40.81
VERIZON	6119062102	08/01/2025	PD JETPACK2 8538	100-705-52010	40.81
VERIZON	6119062102	08/01/2025	SUZANNE BISHOP 1313	100-706-52003	38.24
VERIZON	6119062102	08/01/2025	GLORIA BUTSCH 1986	100-707-52001	38.24
VERIZON	6119062102	08/01/2025	GLORI BUTSCH HOT SPOT	100-707-52001	40.81
VERIZON	6119062102	08/01/2025	CAMERON PAGE 5027	100-708-52010	38.24
VERIZON	6119062102	08/01/2025	TORY SHELBY 6366	100-708-52010	38.24
VERIZON	6119062102	08/01/2025	REC PHONE 5093	100-709-52010	39.11
VERIZON	6119062102	08/01/2025	RECREATION CENTER 2566	100-709-52010	38.24
VERIZON	6119062102	08/01/2025	RECREATION IPHONE 1068	100-709-52010	38.24
VERIZON	6119062102	08/01/2025	RECREATION 1108	100-709-52010	38.24
VERIZON	6119062102	08/01/2025	BUILDING DEPARTMENT IPAD..	100-711-52010	40.81
VERIZON	6119062102	08/01/2025	MIKE DEROIA 2686	100-711-52010	38.24
VERIZON	6119062102	08/01/2025	DARIN COX 1016	100-712-52010	38.24
SKYHAWKS SPORTS LLC	62947	08/01/2025	BASKETBALL CAMP	100-709-52028	651.30
NET ASSETS CORPORATION	95-202507	08/01/2025	ESCROW TITLE SERVICES	100-707-52019	423.00
L.N CURTIS AND SONS	INV974977	08/01/2025	POLICE UNIFORMS	100-705-52002	42.00
RECDISK LLC	RD-000997	08/01/2025	ANNUAL REDESK SUBSCRIPT...	100-709-52019	6,405.00
CENTURY LINK	06.26.25	08/06/2025	966B	100-712-52010	338.14
PATH POINT MERCHANT SER...	07.01.25-07.31.25 3040	08/06/2025	GENERAL SERVICE MERCHANT...	100-707-52020	424.21
PATH POINT MERCHANT SER...	07.01.25-07.31.25 4520	08/06/2025	UTILITY BILLING MERCHANT ...	100-707-52020	3,855.31
COMCAST	07.21.25	08/06/2025	COMCAST CABLE 877810899...	100-712-52003	2,156.41
ACE HARDWARE - ST. HELENS	07.31.25 60176	08/06/2025	MATERIALS ACE ACCT 60176 ...	100-708-52001	403.59
ACE HARDWARE - ST. HELENS	07.31.25 60181	08/06/2025	ACE MATERIALS ACCT 60181	100-709-52023	8.99
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1287547	100-705-52023	130.50
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1001554	100-706-52003	102.40
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1287598	100-708-52023	1,205.10
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1287636	100-708-52023	223.60
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-71905273	100-709-52023	85.00
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-71887056	100-709-52023	14.20
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1287601	100-715-52023	275.60
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1287539	100-715-52023	299.80
KEN BEELER	08.05.25	08/06/2025	REFUND CLEANING DEPOSIT	100-000-22000	450.00
WILCOX	0963939-IN	08/06/2025	FUEL PARKS DEPT	100-708-52022	839.86
PITNEY BOWES INC	1027236518	08/06/2025	POSTAGE MACHINE	100-715-52001	448.35
COMCAST BUSINESS	247996280	08/06/2025	FIBER INTERNET ACCT 93457...	100-712-52003	4,976.06
STAPLES BUSINESS CREDIT	7006170795	08/06/2025	OFFICE SUPPLES	100-704-52001	14.67

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
STAPLES BUSINESS CREDIT	7006170795	08/06/2025	OFFICE SUPPLIES	100-707-52001	42.49
STAPLES BUSINESS CREDIT	7006170795	08/06/2025	OFFICE SUPPLIES	100-715-52001	126.22
CINTAS	8407672560	08/06/2025	PARKS FIRST AID CABINET SE...	100-708-52001	91.87
METRO PRESORT	IN679643	08/06/2025	UB BILL PRINTING -POSTAGE	100-707-52009	1,410.95
METRO PRESORT	IN679643	08/06/2025	UB BILL PRINTING	100-707-52019	695.44
L.N CURTIS AND SONS	INV9869935	08/06/2025	POLICE UNIFORMS	100-705-52002	159.95
XPRESS SOLUTIONS INC	INV-XPR026678	08/06/2025	CARD TRANSACTION FEES M...	100-707-52020	3,458.47

Fund 100 - GENERAL FUND Total: 47,664.69

## Fund: 202 - COMMUNITY DEVELOPMENT

PORTLAND GENERAL ELECTR...	06.29.25 - 07.29.25 6248	07/31/2025	2236086248 MILL 1300 KAST...	202-722-52003	36,687.53
PORTLAND GENERAL ELECTR...	07.06.25-08.04-25	08/06/2025	7357701000 1300 KASTER RD	202-722-52003	70.92

Fund 202 - COMMUNITY DEVELOPMENT Total: 36,758.45

## Fund: 203 - COMMUNITY ENHANCEMENT

ERYNN CLAIRE PEAU	0001	08/01/2025	MIDDLE SCHOOL RECREATIO...	203-709-52028	2,579.00
CHERYL ENGSTROM	2	08/01/2025	WATERCOLOR CLASS ST HEL...	203-709-52028	150.00
CARDINAL SERVICES INC	027644	08/06/2025	TEMPORARY EMPLOYMENT	203-709-52140	994.60

Fund 203 - COMMUNITY ENHANCEMENT Total: 3,723.60

## Fund: 205 - STREETS

PORTLAND GENERAL ELECTR...	07.06.25-08.04-25	08/06/2025	4854421000 STREET LIGHTI...	205-000-52003	62.49
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Fund 205 - STREETS Total: 62.49

## Fund: 601 - WATER

SUNSET AUTO PARTS INC - N...	07.31.25	08/01/2025	AUTO PARTS ACCT 6355	601-731-52001	89.29
SUNSET AUTO PARTS INC - N...	07.31.25	08/01/2025	AUTO PARTS ACCT 6355	601-732-52023	58.68
VERIZON	6119062102	08/01/2025	JOHN DEWEY 1914	601-732-52010	38.24
LAWRENCE OIL COMPANY	CFSI-28592	08/01/2025	247752 WATER	601-732-52022	144.31
CITY OF COLUMBIA CITY	07.26.25	08/06/2025	001754-001	601-732-52003	95.53
ACE HARDWARE - ST. HELENS	07.31.25 60180	08/06/2025	MATERIALS ACE ACCT 60180	601-732-52001	-33.37
ACE HARDWARE - ST. HELENS	07.31.25 60180	08/06/2025	MATERIALS ACE ACCT 60180	601-732-52001	213.44
ACE HARDWARE - ST. HELENS	07.31.25 60180	08/06/2025	MATERIALS ACE ACCT 60180	601-732-52023	155.93
ACE HARDWARE - ST. HELENS	07.31.25 60181	08/06/2025	ACE MATERIALS ACCT 60181	601-731-52001	90.36
EAGLE STAR ROCK PRODUCTS..	407705	08/06/2025	ROCK 4TH & COWLITZ	601-731-52001	377.61
CORRECT EQUIPMENT	58811	08/06/2025	METERS	601-731-53314	9,663.64
CORRECT EQUIPMENT	58811	08/06/2025	METERS-7% TARIFF FEE	601-731-53314	663.88

Fund 601 - WATER Total: 11,557.54

## Fund: 603 - SEWER

VERIZON	6119062102	08/01/2025	SAM ORTIZ 1801	603-736-52010	19.12
VERIZON	6119062102	08/01/2025	AARON KUNDERS 6376	603-736-52010	19.12
VERIZON	6119062102	08/01/2025	TYLER HILLS 6492	603-736-52010	19.12
VERIZON	6119062102	08/01/2025	AARON KUNDERS 6376	603-737-52010	19.12
VERIZON	6119062102	08/01/2025	SAM ORTIZ 1801	603-737-52010	19.12
VERIZON	6119062102	08/01/2025	TYLER HILLS 6492	603-737-52010	19.12
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1008333	603-736-52023	305.30
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1008333	603-737-52023	305.30
COLUMBIA RIVER PUD	8.4.25 38633	08/06/2025	38633 594 S 9 ST POWER	603-737-52003	14,093.88

Fund 603 - SEWER Total: 14,819.20

## Fund: 703 - PW OPERATIONS

SUNSET AUTO PARTS INC - N...	07.31.25	08/01/2025	AUTO PARTS ACCT 6355	703-739-52099	409.64
VERIZON	6119062102	08/01/2025	PW CONSTRUCTION INSPEC...	703-733-52010	40.81
VERIZON	6119062102	08/01/2025	BASHAR 1971	703-733-52010	38.24
VERIZON	6119062102	08/01/2025	SHARON DARROUX 0813	703-733-52010	74.57
VERIZON	6119062102	08/01/2025	ENGINEERING 8524	703-733-52010	38.24
VERIZON	6119062102	08/01/2025	PW UTILITY 2 9923	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	PW ENGINEERING 0940	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	PW UTILITY 1 9922	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	RYAN POWERS 7116	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	MOUHAMAD ZAHER 3068	703-734-52010	61.15
VERIZON	6119062102	08/01/2025	PW OPERATIONS 3856	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	PUBLIC WORKS 8523	703-734-52010	38.24

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
VERIZON	6119062102	08/01/2025	PW FACILITY MAINTENANCE ...	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	SCOTT WILLIAMS 0621	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	BUCK TUPPER 3371	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	BRETT LONG 3607	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	JULIAN ZIRKLE 629	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	SCOTT HARRINGTON 8048	703-734-52010	23.85
VERIZON	6119062102	08/01/2025	ALEX BIRD 2000	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	PW SPARE 4 8741	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	ETHAN STERLING 6282	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	ALEX BIRD 9081	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	BASHAR AL-DAOMI I PAD	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	CURT LEMONT 2217	703-734-52010	38.24
VERIZON	6119062102	08/01/2025	PW UTILITY 3 9924	703-734-52010	40.81
VERIZON	6119062102	08/01/2025	ROGER STAUFFER 9662	703-734-52010	38.24
LAWRENCE OIL COMPANY	CFSI-28592	08/01/2025	247750 PUBLIC WORKS	703-734-52022	43.50
LAWRENCE OIL COMPANY	CFSI-28592	08/01/2025	247748 PUBLIC WORKS	703-734-52022	1,245.33
ACE HARDWARE - ST. HELENS	07.31.25 60181	08/06/2025	ACE MATERIALS ACCT 60181	703-734-52001	82.97
ACE HARDWARE - ST. HELENS	07.31.25 60181	08/06/2025	ACE MATERIALS ACCT 60181	703-734-52001	-12.40
ACE HARDWARE - ST. HELENS	07.31.25 60181	08/06/2025	ACE MATERIALS ACCT 60181	703-739-52120	9.99
HUDSON GARBAGE SERVICE	08.01.25	08/06/2025	2046-1287555	703-734-52023	105.60
COLUMBIA RIVER FIRE AND ...	08.05.25	08/06/2025	SHARED COST JOINT MAINT ...	703-739-52099	542.42
CINTAS	8407672559	08/06/2025	FIRST AID CABINET SERVICE	703-734-52019	140.50
Fund 703 - PW OPERATIONS Total:					3,594.10
Grand Total:					118,180.07



**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	47,664.69
202 - COMMUNITY DEVELOPMENT	36,758.45
203 - COMMUNITY ENHANCEMENT	3,723.60
205 - STREETS	62.49
601 - WATER	11,557.54
603 - SEWER	14,819.20
703 - PW OPERATIONS	3,594.10
<b>Grand Total:</b>	<b>118,180.07</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Expense Amount</b>
100-000-22000	CLEANING DEPOSIT	450.00
100-701-52001	Operating Supplies	38.24
100-701-52010	Telephone	126.15
100-703-52001	Operating Supplies	191.20
100-704-52001	Operating Supplies	14.67
100-704-52019	Professional Services	12,866.53
100-705-52002	Personnel Uniforms Equ...	201.95
100-705-52010	Telephone	81.62
100-705-52019	Professional Services	3,376.60
100-705-52023	Facility Maintenance	130.50
100-705-52098	Enterprise Fleet Mainte...	11.07
100-706-52001	Operating Supplies	119.91
100-706-52003	Utilities	140.64
100-707-52001	Operating Supplies	121.54
100-707-52009	Postage	1,410.95
100-707-52019	Professional Services	1,118.44
100-707-52020	Bank Service Fees	7,737.99
100-708-52001	Operating Supplies	495.46
100-708-52010	Telephone	76.48
100-708-52022	Fuel	839.86
100-708-52023	Facility Maintenance	1,428.70
100-709-52010	Telephone	153.83
100-709-52019	Professional Services	6,405.00
100-709-52023	Facility Maintenance	108.19
100-709-52028	Projects & Programs	1,281.30
100-711-52010	Telephone	79.05
100-712-52003	Utilities	7,132.47
100-712-52010	Telephone	376.38
100-715-52001	Operating Supplies	574.57
100-715-52023	Facility Maintenance	575.40
202-722-52003	Utilities	36,758.45
203-709-52028	Projects & Programs	2,729.00
203-709-52140	Contract Programs	994.60
205-000-52003	Utilities	62.49
601-731-52001	Operating Supplies	557.26
601-731-53314	WATER METERS	10,327.52
601-732-52001	Operating Supplies	180.07
601-732-52003	Utilities	95.53
601-732-52010	Telephone	38.24
601-732-52022	Fuel	144.31
601-732-52023	Facility Maintenance	214.61
603-736-52010	Telephone	57.36
603-736-52023	Facility Maintenance	305.30
603-737-52003	Utilities	14,093.88
603-737-52010	Telephone	57.36
603-737-52023	Facility Maintenance	305.30
703-733-52010	Telephone	191.86
703-734-52001	Operating Supplies	70.57

Account Summary

Account Number	Account Name	Expense Amount
703-734-52010	Telephone	834.69
703-734-52019	Professional Services	140.50
703-734-52022	Fuel	1,288.83
703-734-52023	Facility Maintenance	105.60
703-739-52099	Equipment Operations	952.06
703-739-52120	Facility Maintenance Ot...	9.99
Grand Total:		118,180.07

Project Account Summary

Project Account Key	Expense Amount
**None**	118,180.07
Grand Total:	118,180.07



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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 201 - VISITOR TOURISM					
COLUMBIA RIVER PUD	07.23.25 94111	08/06/2025	94111	201-000-52131	238.16
SCHWABE WILLIAMSON & W...	3437822	08/06/2025	US COAST GUARD CERTIFICA...	201-000-52019	2,087.50
Fund 201 - VISITOR TOURISM Total:					2,325.66
Grand Total:					2,325.66

Fund Summary

Fund	Expense Amount
201 - VISITOR TOURISM	2,325.66
Grand Total:	2,325.66

Account Summary

Account Number	Account Name	Expense Amount
201-000-52019	Professional Services	2,087.50
201-000-52131	Contracted Building Leas...	238.16
Grand Total:		2,325.66

Project Account Summary

Project Account Key	Expense Amount
**None**	2,325.66
Grand Total:	2,325.66