



# COUNCIL REGULAR SESSION

Wednesday, March 20, 2024 at 7:00 PM

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## COUNCIL MEMBERS:

Mayor Rick Scholl  
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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## AGENDA

### CALL REGULAR SESSION TO ORDER

### PLEDGE OF ALLEGIANCE

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

### AWARD BID/CONTRACT

1. Award Contract to Advanced Excavating Specialists, LLC for the Riverwalk Project in the amount of \$2,996,000

### APPROVE AND/OR AUTHORIZE FOR SIGNATURE

2. Amendment No. 1 to Performance Agreement with Oregon Department of Energy for the Community Renewable Energy Grant Program
3. Work Order Authorization for Waterfront Redevelopment - Lagoon Repurposing Project Phase 1C with Maul Foster & Alongi, Inc.

### CONSENT AGENDA FOR ACCEPTANCE

4. Parks & Trails Commission Minutes Dated February 12, 2024
5. Planning Commission Minutes Dated February 13, 2024

### CONSENT AGENDA FOR APPROVAL

6. OLCC Licenses
7. Accounts Payable Bill Lists

### WORK SESSION ACTION ITEMS

### COUNCIL MEMBER REPORTS

### MAYOR SCHOLL REPORTS

### OTHER BUSINESS

### ADJOURN

**VIRTUAL MEETING DETAILS**

Join: <https://us02web.zoom.us/j/83716580790?pwd=UjdiWFEweVUyellJQOEh4YTJ5VzIKZz09>

Passcode: 304175


Dial: 253-205-0468

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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.

# COUNCIL ACTION SHEET

<b>To:</b>	The Mayor and Members of City Council	
<b>From:</b>	Jennifer Dimsho, Community Development Project Manager	
<b>Date:</b>	March 20, 2024	
<b>Subject:</b>	St. Helens Riverwalk Project No. P-525A	

**Background:** In September 2023, the City solicited bids to construct the St. Helens Riverwalk, amphitheater stage, playground, other associated pathways, water and storm drain utilities, lighting, retaining walls, railings, furnishings, and signage in Columbia View Park. Three bids were received which were approximately \$2 million over the City's budget for the project. In order to utilize the three state-funded grants to their fullest extent, the City directed the design consultant, Mayer/Reed, Inc., to remove the amphitheater stage and playground (the non-grant-funded components) from the design so that the City could afford the project.

In March 2023, the City re-solicited bids to construct the St. Helens Riverwalk, other associated park pathways, water and storm drain utilities, lighting, retaining walls, railings, furnishings, and signage in Columbia View Park. Four contractors submitted bids to the project and were as follows:

FIRM	LOCATION	BID AMOUNT
Advanced Excavating Specialists, LLC	Kelso, WA	\$2,996,000.00
Kodiak Pacific Construction	Sherwood, OR	\$3,532,339.00
Tapani, Inc.	Battleground, WA	\$3,424,000.00
Colf Construction, LLC	Vancouver, WA	\$3,100,000.00

Based on previous bids, the project estimate was \$3 million. The project will be funded through an Oregon Parks & Recreation Department Local Government Grant, an Oregon Parks & Recreation Land & Water Conservation Grant, a Travel Oregon grant, the City's Parks System Development Charges, and a Business Oregon loan.

**Recommendation:** Council award the contract for the St. Helens Riverwalk (P-525A) to Advanced Excavating Specialists, LLC as the lowest responsive bidder and authorize the Mayor to execute a Standard Public Improvement Contract for the Work. The contract will be for the amount specified in the firm's bid, plus standard contingency.

**Attachment:** Unofficial Bid Results, Bid Tabulation



DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION

**\*UNOFFICIAL BID RESULTS\***

PROJECT NAME: RIVERWALK PROJECT P-525A PROJECT NO. P-525A  
 BID OPENING: 2:00 P.M., Thursday, March 7, 2024 ENGINEER'S ESTIMATE: \$3 million  
 BID OPENING WITNESSED BY: John Walsh, Sharon Darroux, Alexander Bird, Jennifer Dimsho, Mouhamad Zaher, Tim Underwood  
 ARE BIDS LISTED IN THE ORDER OPENED? YES

Contractor's Name and Address	10% Bid Bond <u>or</u> Check Enclosed	Bid Signed	Addendum(s) Acknowledged	Bid Amount
Advanced Excavating Specialists, LLC 1200 Hazel Street Kelso, WA 98262	Yes	Yes	Yes	\$2,996,000.00
Kodiak Pacific Construction 10940 SW Clutter Rd Sherwood, OR 97140	Yes	Yes	Yes	\$3,532,339.00
Tapani, Inc. 1705 SE 9th Avenue Battleground, WA 98604	Yes	Yes	Yes	\$3,424,000.00
Golf Construction, LLC PO Box 1434 Vancouver, WA 98668	Yes	Yes	Yes	\$3,100,000.00

RECOMMENDATION (APPARENT RESPONSIVE LOW BIDDER): Advanced Excavating Specialists, LLC

BID FORM

ST. HELENS RIVERWALK  
PROJECT NO. P-525A

LUMP SUM BID

	KIND OF WORK: Park Improvements, Earthwork, Structures, Drainage, Planting, Illumination				
ITEM #	ITEM DESCRIPTION	UNIT	EST QTY	UNIT COST (BIDDERS ONLY)	SUBTOTAL
1	DIVISION 1 - GENERAL REQUIREMENTS	LS	1	\$1.00	\$1.00
2	DIVISION 2 - EXISTING CONDITIONS	LS	1	\$1.00	\$1.00
3	DIVISION 3 - CONCRETE	LS	1	\$1.00	\$1.00
4	DIVISION 4 - MASONRY	LS	1	\$1.00	\$1.00
5	DIVISION 5 - METALS	LS	1	\$1.00	\$1.00
6	DIVISION 10 - SPECIALTIES	LS	1	\$1.00	\$1.00
7	DIVISION 26 - ELECTRICAL	LS	1	\$1.00	\$1.00
8	DIVISION 31 - EARTHWORK	LS	1	\$1.00	\$1.00
9	DIVISION 32 - EXTERIOR IMPROVEMENTS	LS	1	\$1.00	\$1.00
10	DIVISION 33 - UTILITIES	LS	1	\$1.00	\$1.00
LUMP SUM BID TOTAL					\$10.00

UNIT PRICES

**NOTE:** The following unit prices shall prevail for adding and/or deleting work items from those indicated by the Contract documents, and prices shall remain in effect for the life of the contract. All unit prices are for the complete and proper installation, per the Drawings and Specifications, and shall include all materials, labor, overhead and profit, and any applicable bonds, B&O taxes and expenses. All unit prices shall equally reflect the total credit given for all materials, labor, overhead and profit, and any applicable bonds, B&O taxes and expenses not used if that item should be deducted from the scope of work.

ITEM #	SPEC SECTION	ITEM DESCRIPTION	UNIT	EST QTY	UNIT COST (BIDDERS ONLY)	SUBTOTAL
1	05 50 00	4" PERF PIPE	LF	1	\$1.00	\$1.00
2	05 50 00	8" SCHEDULE 40 GALV SLEEVE	LF	1	\$1.00	\$1.00
3	31 22 00	HAUL & DISPOSAL	CY	1	\$1.00	\$1.00
4	31 23 16.13	TRENCH - ROCK EXCAVATION	CY	1	\$1.00	\$1.00
5	32 13 00	6" REINFORCED CONCRETE PAVING, INCL. AGG BASE, BROOM FINISH	SF	1	\$1.00	\$1.00
6	32 13 00	CONC THICKENED EDGE	LF	1	\$1.00	\$1.00
7	32 14 13	STONE UNIT PAVERS, INCL. CONC SLAB & AGG BASE	SF	1	\$1.00	\$1.00
8	33 05 61	PRECAST CONCRETE MANHOLES	EACH	1	\$1.00	\$1.00
9	33 05 61	PRECAST CONCRETE MANHOLES (STORMFILTER MH)	EACH	1	\$1.00	\$1.00
10	33 05 61	CONNECT TO EXISTING MANHOLE	EACH	1	\$1.00	\$1.00
11	33 05 61	MAJOR ADJUSTMENT TO EXISTING MANHOLE (INCLUDING NEW DECORATIVE LID)	EACH	1	\$1.00	\$1.00
12	33 05 61	EXTRA FOR DECORATIVE LID ON NEW MANHOLE	EACH	1	\$1.00	\$1.00
13	33 14 16	WATER PIPE	LF	1	\$1.00	\$1.00
14	33 14 16	WATERLINE CONNECTION TO EXISTING WATERLINE	EACH	1	\$1.00	\$1.00
15	33 41 00	STORMWATER FACILITY DRAINAGE SYSTEM (6" PERFORATED DRAIN)	LF	1	\$1.00	\$1.00
16	33 42 11	STORMWATER DRAINAGE PIPE (10" HDPE)	LF	1	\$1.00	\$1.00
17	33 42 11	STORMWATER DRAINAGE PIPE (12" HDPE)	LF	1	\$1.00	\$1.00

Advanced Excavating Specialists LLC		Colf Construction LLC		Kodiak Pacific Construction		Tapani	
UNIT COST (BIDDERS ONLY)	SUBTOTAL	UNIT COST (BIDDERS ONLY)	SUBTOTAL	UNIT COST (BIDDERS ONLY)	SUBTOTAL	UNIT COST (BIDDERS ONLY)	SUBTOTAL
\$391,000.00	\$391,000.00	\$350,000.00	\$350,000.00	\$524,911.05	\$524,911.05	\$340,000.00	\$340,000.00
\$22,000.00	\$22,000.00	\$48,000.00	\$48,000.00	\$34,236.00	\$34,236.00	\$217,000.00	\$217,000.00
\$390,000.00	\$390,000.00	\$608,000.00	\$608,000.00	\$393,867.00	\$393,867.00	\$152,000.00	\$152,000.00
\$360,000.00	\$360,000.00	\$315,000.00	\$315,000.00	\$196,149.00	\$196,149.00	\$400,000.00	\$400,000.00
\$191,000.00	\$191,000.00	\$165,000.00	\$165,000.00	\$289,631.00	\$289,631.00	\$265,000.00	\$265,000.00
\$45,000.00	\$45,000.00	\$30,000.00	\$30,000.00	\$27,114.00	\$27,114.00	\$80,000.00	\$80,000.00
\$170,000.00	\$170,000.00	\$165,000.00	\$165,000.00	\$128,879.00	\$128,879.00	\$142,000.00	\$142,000.00
\$50,000.00	\$50,000.00	\$405,000.00	\$405,000.00	\$915,729.00	\$915,729.00	\$799,000.00	\$799,000.00
\$1,155,000.00	\$1,155,000.00	\$784,000.00	\$784,000.00	\$775,008.00	\$775,008.00	\$740,000.00	\$740,000.00
\$222,000.00	\$222,000.00	\$230,000.00	\$230,000.00	\$246,815.00	\$246,815.00	\$289,000.00	\$289,000.00
	\$2,996,000.00		\$3,100,000.00		\$3,532,339.05		\$3,424,000.00

Advanced Excavating Specialists LLC		Colf Construction LLC		Kodiak Pacific Construction		Tapani	
UNIT COST (BIDDERS ONLY)	SUBTOTAL	UNIT COST (BIDDERS ONLY)	SUBTOTAL	UNIT COST (BIDDERS ONLY)	SUBTOTAL	UNIT COST (BIDDERS ONLY)	SUBTOTAL
\$100.00	\$100.00	\$110.00	\$110.00	\$130.00	\$130.00	\$58.25	\$58.25
\$200.00	\$200.00	\$135.00	\$135.00	\$190.00	\$190.00	\$138.00	\$138.00
\$65.00	\$65.00	\$32.00	\$32.00	\$70.00	\$70.00	\$172.00	\$172.00
\$200.00	\$200.00	\$500.00	\$500.00	\$170.00	\$170.00	\$185.00	\$185.00
\$24.50	\$24.50	\$24.00	\$24.00	\$25.00	\$25.00	\$22.00	\$22.00
\$110.00	\$110.00	\$295.00	\$295.00	\$300.00	\$300.00	\$72.00	\$72.00
\$230.00	\$230.00	\$300.00	\$300.00	\$175.00	\$175.00	\$241.00	\$241.00
\$9,500.00	\$9,500.00	\$5,500.00	\$5,500.00	\$11,000.00	\$11,000.00	\$8,600.00	\$8,600.00
\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$36,000.00	\$36,000.00	\$26,600.00	\$26,600.00
\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$1,600.00	\$1,600.00
\$2,800.00	\$2,800.00	\$5,500.00	\$5,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
\$400.00	\$400.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,022.00	\$1,022.00
\$65.00	\$65.00	\$135.00	\$135.00	\$165.00	\$165.00	\$147.25	\$147.25
\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$4,300.00	\$4,300.00	\$1,275.00	\$1,275.00
\$62.00	\$62.00	\$115.00	\$115.00	\$160.00	\$160.00	\$94.00	\$94.00
\$140.00	\$140.00	\$120.00	\$120.00	\$180.00	\$180.00	\$123.25	\$123.25
\$230.00	\$230.00	\$125.00	\$125.00	\$190.00	\$190.00	\$112.00	\$112.00

## AMENDMENT TO PERFORMANCE AGREEMENT Community Renewable Energy Grant Program

1. This is Amendment No. 1 to Performance Agreement No. 22-043 (CG-02-191) (as amended from time to time, the "Agreement") dated August 17, 2023, between the State of Oregon, acting by and through its Department of Energy ("ODOE"), and the City of St. Helens ("Grantee").

2. Effective Date. This Amendment shall become effective on the date it is fully executed and approved as required by applicable law.

3. The Agreement is hereby amended as follows (new language is indicated by **bold underlining** and deleted language is indicated by ~~strikethrough~~):

A. Section 9:

### **Certain Covenants of Grantee.**

**b. Completion.** The planning of the Project shall be completed **on or prior to April 17, 2024**~~within 6 months of the Effective Date of this Agreement~~. Planning of the Project is complete upon completion of the project plan document.

B. Section 11:

**Default.** Grantee shall be in default under this Agreement upon the occurrence of any of the following events:

**g. Failure to meet timeline.** If a grantee fails, or expects to fail, to complete planning of the Project **on or prior to April 17, 2024**~~within the six months of the execution date of this agreement~~, or fails to submit all final reporting requirements within the time frame specified in this agreement, the grantee must notify the department in writing in a timely manner and no later than **May 17, 2024**~~one month after the six month deadline~~ and prior to the expiration date of this agreement. The notification must describe the cause of the delay, measures taken by the grantee to resolve the delay, and a revised timeline for completing the planning. If the director determines that the grantee has demonstrated good cause for the delay, the department, in its sole discretion, may agree to an extended deadline. If the director determines that the grantee has not demonstrated good cause for the delay, the department may terminate the performance agreement and recover any grant moneys released to the applicant.

C. Exhibit A of the Agreement is hereby replaced in its entirety with the following, revised Exhibit A:

*(The remainder of this page has been left blank intentionally.)*

## EXHIBIT A – PROJECT DESCRIPTION (Amended)

### Project Data

Application ID	CG-02-191
Contact Name	Jennifer Dimsho
Organization Name	City of St. Helens
Organization Type	City
Project Type	Community Energy Planning Project OA #22-017
ODOE PA Number	#23-043

### Project Scope Baseline

Project Address:	<del>SE corner of Old Portland Road and Kaster Road, St Helens, OR 97051</del> <b><u>375 S 18<sup>th</sup> St, St Helens, OR 97051</u></b>
Geo Coordinates [Lat/Long]	<del>45.852050, -122.812025</del> <b><u>45.85479, -122.81553</u></b>

Project Site Ownership and/or Control Details:	City-owned property
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Project Planning Partners (List all)	n/a
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### Anticipated Project Details

System Nameplate Capacity ( <b>kW</b> ) ( <i>If known</i> )	<del>50-100kW (Anticipated)</del> <b><u>30-50 kW (estimated)</u></b> - Storage capacity determined during planning
System Technologies	Solar, Energy Storage, Microgrid technologies, EV Charging
Resource Description	Solar capture
Operational Use Description	Planning project for solar PV system with microgrid controlled battery storage and EV charging at <del>city's new Public Safety Facility</del> <b><u>Columbia Learning Center/Public Library; the facility is actively used as a community shelter.</u></b>
Net-metered to Utility	Yes <del>(PGE)</del> <b><u>(Columbia River PUD)</u></b>

### Project Planning Schedule Baseline

Project Start Date (Est)	06/15/2023
Project Completion Date <del>(Est)</del>	<del>12/17/2023</del> <b><u>04/17/2024</u></b>

\* Reference: [OAR 330-250-0080 \(2\)](#) & [OAR 330-250-0040 \(4\)\(a\)\(B\)](#)

**Project Planning Budget Baseline**

Total Planning Cost	\$ 94,585
Total Grants / Incentives / Other Funding	\$ 0
Projected ODOE Grant Award	\$ 94,585
<b>Total Funding</b>	<b>\$ 94,585</b>

\* *Reference:* [OAR 330-250-0080 \(2\)\(5\)\(a\)\(A-G\)](#) & [OAR 330-250-0050](#)

**Program Equity Priorities & Project Benefits**

*Information contained below taken from Grantee's application.*

Involvement of and leadership by members of Environmental Justice communities	
Located in an Environmental Justice community	X
Project will serve one or more Environmental Justice communities	X
Project policy for using DBEs, Emerging SMB &/or Minority-Veteran Owned Businesses	X
Project includes community outreach and stakeholder partnerships	
Project includes an Equity Framework	
Project provides direct energy cost savings to local families and small businesses	
Project will increase Economic Development	
Project will create jobs	X
Project include Inclusive Hiring and Promotion policies	X

\* *Reference:* [OAR 330-250-0130 \(2\)\(6\)\(i\)](#)

**Notes and Definitions:**



4. Except as expressly amended above, all other terms and conditions of the original Agreement are still in full force and effect. The parties agree that the representations, warranties and certifications contained in the original Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

**CITY OF ST. HELENS****OREGON DEPARTMENT OF ENERGY**

_____ Signature	_____ Date	_____ Danae Hammitt Designated Procurement Officer	_____ Date
_____ Printed Name		_____ Michael Williams Assistant Director	_____ Date
_____ Title		_____ Janine Benner Director	_____ Date

**MFA Work Order Authorization**

**Between Maul Foster & Alongi, Inc. (MFA), and City of St. Helens (Client).**

Signing of this authorization by MFA and Client authorizes MFA to complete the work as described below under the attached General Terms and Conditions and Schedule of Charges.

**MFA project number:** M0830.03.007

**Work order number:** 01

**Project name:** St. Helens Waterfront Redevelopment—Lagoon Repurposing Project Phase 1C

**Project location:** St. Helens, Oregon

**Scope of work:** This work order requests budget for MFA to complete the work described in the attached Phase IC Scope of Work for the project.

**Schedule of work:**

MFA will begin work within 5 days of receiving authorization to proceed. Completion of the scope of work is expected to take 18 months and will culminate with submittal of the solid waste permit application to the Oregon Department of Environmental Quality. This proposal is valid for 30 days.

**Estimated cost of work:**

The cost to complete the scope of work is \$863,200, as shown in the attachment.

This cost estimate does not represent a lump sum. MFA bills on a time-and-materials basis. MFA may apply money from one task to another to complete the scope of work.

So agreed to this 12th day of March, 2024.

**By Maul Foster & Alongi, Inc.**

**By City of St. Helens**

\_\_\_\_\_  
Signature

Seth Otto

\_\_\_\_\_  
Printed Name

Principal Planner

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



## GENERAL TERMS AND CONDITIONS

### ARTICLE 1—AGREEMENT

These General Terms and Conditions (the “Agreement”) govern all professional services, labor, materials, and equipment (collectively the “Services”) furnished by Maul Foster & Alongi, Inc. (“MFA”), pursuant to the attached proposal (the “Proposal”) and on behalf of MFA’s client (“CLIENT”). MFA’s performance of its Services under this Agreement is conditioned on the acceptance of all the following terms and conditions by CLIENT. This Agreement does not need to be signed by CLIENT to be effective.

### ARTICLE 2—PROFESSIONAL RESPONSIBILITY

MFA shall perform the Services specified in this Agreement consistent with the level of care and skill ordinarily exercised by other professional consultants under similar circumstances at the same time the Services are performed; subject, however, to any express limitations established by the CLIENT as to the degree of care and amount of time and expense to be incurred and any other limitations contained in this Agreement. No other representation, warranty, or guaranty, express or implied, is included in or intended by this Agreement or any other of MFA’s services, proposals, agreements, or reports contemplated by this Agreement.

### ARTICLE 3—INDEPENDENT CONTRACTOR STATUS; LEGAL RELATIONSHIP

The parties intend that MFA, in performing Services specified in this Agreement, shall act as an independent contractor and shall have control of its work and the manner in which it is performed. MFA shall be free to contract for similar services to be performed for other individuals or entities while it is under contract with CLIENT.

The parties further intend that nothing in this Agreement shall be construed or interpreted as requiring MFA to assume the status of an owner, operator, generator, person who arranges for disposal, transporter, or storer, as those terms, or any other similar terms, are used in any federal, state, or local statute, regulation, order, or ordinance governing the treatment, storage, handling, and disposal of any toxic or hazardous substance or waste.

### ARTICLE 4—BILLING AND PAYMENT

Invoices will be submitted monthly and shall be due and payable upon receipt. Payment shall be made to Maul Foster & Alongi, Inc., and delivered to:

Maul Foster & Alongi, Inc.  
330 E Mill Plain Boulevard, Suite 405  
Vancouver, WA 98660

Except as otherwise agreed in writing, CLIENT agrees that there shall be no retention or holdback of the fee for the Services. Interest at the rate of one and one-half percent (1.5%) per month, but not exceeding the maximum rate allowable by law, shall be payable on any amounts that are due but unpaid within thirty (30) days from receipt of invoice, payment to be applied first to accrued late payment charges and then to the principal unpaid amount. MFA may, at its option, withhold performance of the Services and/or delivery of reports and any other data pending payment by CLIENT.

## **ARTICLE 5—LIMITATION OF LIABILITY**

CLIENT agrees to limit the liability of MFA, its officers, directors, shareholders, affiliates, employees, agents, and representatives (the “MFA Parties”) to CLIENT for all claims and legal proceedings of any type arising out of or relating to the performance of Services under this Agreement (including, but not limited to, MFA’s breach of the Agreement, its professional negligence, errors and omissions and other acts) to the greater of \$100,000 or the amount of MFA’s Fee. Failure of CLIENT to give written notice to MFA of any claim of negligent act, error, or omission within one (1) year of performance shall constitute a waiver of such claim by CLIENT. In no event shall MFA be liable for any direct, indirect, special, incidental, exemplary, or consequential loss or damages sustained from any cause or arising out of any legal theory, whether contract, negligence, strict tort liability, or otherwise. MFA is solely responsible for performance of this contract, and no affiliated company, director, officer, employee, or agent shall have any legal responsibility hereunder.

## **ARTICLE 6—INDEMNIFICATION**

Subject to the limitation of liability above, MFA shall indemnify and hold CLIENT harmless from the proportionate share of any claim, suit, liability, damage, injury, cost, or expense, including attorneys’ fees, or other loss (hereafter collectively called “Loss”) arising out of (a) MFA Parties’ breach of this Agreement or (b) MFA Parties’ willful misconduct or negligence in connection with the performance of the Services under this Agreement.

CLIENT agrees to indemnify, defend, and hold harmless MFA Parties from any Loss arising out of (a) CLIENT’s breach of the Agreement, or (b) CLIENT’s willful misconduct or negligence in connection with performance of the Agreement. To the extent a portion of such Loss is caused by MFA’s negligence, CLIENT shall indemnify and hold MFA harmless from the proportional share of the Loss resulting from the acts or negligence of CLIENT.

## **ARTICLE 7—TERM OF AGREEMENT; TERMINATION**

If any Services agreed to be performed hereunder are terminated, CLIENT will pay MFA for Services performed to the date MFA receives notice of termination and shall further pay for any costs reasonably incurred by MFA in connection with terminating Services, including, but not limited to, the costs of completing analysis, records, and reports necessary to document job status at the time of termination and costs associated with termination of subcontractor contracts.

The obligations of the parties to indemnify and the limitations on liability set forth in this Agreement shall survive the expiration or termination of this Agreement.

## **ARTICLE 8—TIME OF PERFORMANCE/FORCE MAJEURE**

MFA makes no warranties regarding the time of completion of Services and shall not be in default of performance under this Agreement where such performance is prevented, suspended, or delayed by any cause beyond MFA’s control, including but not limited to, war, terrorism, pestilence, act of God, mechanical malfunction, unavailability of energy, unavailability of materials, pandemic, cyberattack, accident, fire, explosion, public protest, or governmental actions or legislation.

Neither party will hold the other responsible for damages for delays in performance caused by acts of God or other events beyond the control of the other party and which could not have been reasonably foreseen or prevented. If such events occur, it is agreed that both parties will use their best efforts to overcome all difficulties arising and to resume as soon as reasonably possible performance of Services under this Agreement. Delays within the scope of this provision will extend the contract completion date for specified

services commensurately or will, at the option of either party, make this Agreement subject to termination or to renegotiation.

## **ARTICLE 9—SUSPENSION OF SERVICES**

CLIENT may suspend further performances of Services by MFA by ten (10) days prior written notice. If payment of invoices by CLIENT is not maintained on a thirty (30) day current basis, MFA may suspend further performance until such payment is restored to a current basis. Suspensions for any reason exceeding thirty (30) days will, at the option of MFA, make this Agreement subject to termination or renegotiation.

All suspensions will extend the contract completion date for specified services commensurately, and MFA will be paid for services performed to the suspension date plus suspension charges. Suspension charges are defined as those charges relating to costs incurred which are directly attributable to suspension of services, including, but not limited to, personnel rescheduling, equipment rescheduling, and/or reassignment adjustments.

## **ARTICLE 10—CHANGED CONDITIONS**

If, during the course of the performance of the Services under this Agreement, conditions or circumstances develop or are discovered which were not contemplated by MFA at the commencement of this Agreement, and which materially affect MFA's ability to perform the Services or which would materially increase the costs to MFA of performing the Services, then MFA shall notify the CLIENT in writing of the newly discovered conditions or circumstances, and CLIENT and MFA shall renegotiate in good faith the terms and conditions of this Agreement. If amended terms and conditions cannot be agreed upon within thirty (30) days after the mailing of such notice, MFA may terminate the Agreement and be compensated as set forth in the section of this Agreement entitled TERM OF AGREEMENT; TERMINATION.

## **ARTICLE 11—INSURANCE**

MFA agrees to use its best efforts to maintain Professional Liability, Commercial General Liability, Automobile Liability, statutory Worker's Compensation, and Employers' Liability insurance coverage during the period of performance of services hereunder in the following minimum amounts:

### LIMITS OF LIABILITY

- |    |   |   |
|----|---|---|
| A. | Worker's Compensation<br>Employer's Liability   | Statutory<br>\$1,000,000                  |
| B. | Commercial General Liability<br>(including Contractual Liability)<br>Bodily Injury<br>Property Damage | \$1,000,000 each occurrence and aggregate |

### LIMITS OF LIABILITY

- |    |   |   |
|----|---|---|
| C. | Comprehensive Automobile Liability<br>(Owned, Hired, and Non-owned<br>Vehicles)<br>Bodily Injury<br>Property Damage | \$1,000,000 combined single limits for each<br>accident |
|----|---|---|

D. Professional Liability: \$1,000,000 for each occurrence or aggregate

At CLIENT's request, insurance certificates will be provided by MFA to evidence such coverages.

## **ARTICLE 12—HAZARDOUS OR UNSAFE CONDITIONS**

CLIENT has fully informed MFA of the type, quantity, and location of any hazardous, toxic, or dangerous materials or unsafe or unhealthy conditions which CLIENT knows or has reason to suspect exists at all real property where the Services are to be performed (the "Project Site"). CLIENT shall immediately inform MFA when it becomes aware of any new information as to the foregoing which may affect the project, such as information to constitute a CHANGED CONDITION subject to the provisions of Article 10 of this Agreement.

MFA shall not be responsible for the health and safety of any persons other than the MFA Parties, nor shall have any responsibility for the operations, procedures, or practices of persons or entities other than the MFA Parties.

## **ARTICLE 13—RIGHT OF ENTRY AND UNAVOIDABLE DAMAGES**

CLIENT agrees to grant or arrange for right of entry when deemed necessary by MFA to perform the Services at the Project Site, whether or not the Project Site is owned by CLIENT. CLIENT recognizes that the use of investigative equipment and practices may unavoidably alter conditions or affect the environment at the Project Site. While MFA will take all reasonable precautions to minimize damage to the Project Site, the cost of repairing any such damage shall be borne by CLIENT, and it is understood that the correction of such damage is not part of the Services or the Fee contemplated by this Agreement.

## **ARTICLE 14—SUBCONTRACTORS**

MFA may, in its sole discretion, subcontract for the services of others without obtaining CLIENT's consent where MFA deems it necessary or desirable to have others perform certain services. If MFA, in its sole discretion, deems it necessary or desirable to obtain Client's advance concurrence as to any proposed subcontract, MFA may make a written request to CLIENT to review the qualifications and suggested scope of work to be performed by such proposed subcontractor and CLIENT shall either grant or deny such concurrence within a reasonable time after receipt of such request.

## **ARTICLE 15—OWNERSHIP AND REUSE OF DOCUMENTS**

All documents furnished by MFA pursuant to this Agreement are instruments of MFA's services. MFA shall retain all ownership and property interests therein, including all common law, statutory, and other reserved rights, including copyrights. Such documents are not intended or represented to be suitable for reuse by CLIENT or others. Any such reuse without specific written verification and adaptation by MFA for the specific purpose intended will be at the reuser's sole risk and without liability or legal exposure to MFA. To the fullest extent permitted by law, CLIENT agrees to indemnify and hold harmless MFA Parties from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from CLIENT's use of MFA's documents under this section. Any transfer of electronic data hereunder is solely for CLIENT's convenience "as is" without warranty as to contents and is not the project deliverable unless specifically agreed to the contrary. MFA disclaims all warranties express or implied with regard to any electronic data provided hereunder, including any warranties of merchantability or fitness for a particular purpose. The provisions of this section shall survive the expiration or termination of this Agreement.

## **ARTICLE 16—NO THIRD-PARTY BENEFICIARIES**

There are no third-party beneficiaries of this Agreement, and no third party shall be entitled to rely upon any work performed or reports prepared by MFA hereunder for any purpose whatsoever. CLIENT shall indemnify and hold MFA harmless against any liability to any third party for any Loss arising out of or relating to the reliance by any such third party on any work performed or reports issued by MFA hereunder. The provisions of this section shall survive the expiration or termination of this Agreement.

## **ARTICLE 17—DESIGNS AND DISCOVERIES**

In the course of providing Services to CLIENT, MFA may utilize or develop designs, ideas, discoveries, inventions, or improvements of these (collectively “Ideas”), made by the MFA Parties. CLIENT agrees that MFA’s utilization or development of such Ideas does not grant CLIENT any right in the form or ownership or license to such Ideas. All Ideas utilized or developed while providing CLIENT Services shall be deemed to be property of MFA.

## **ARTICLE 18—LAWS AND REGULATIONS**

Both parties will be entitled to regard all applicable laws, rules, regulations, and orders issued by any federal, state, regional, or local regulatory body as valid and may act in accordance therewith until such time as the same may be modified or superseded by such regulatory body or invalidated by final judgment in a court of competent jurisdiction, unless prior to such final judicial determination, the effectiveness of such law, rule, or regulation has been stayed by an appropriate judicial or administrative body having jurisdiction.

In the event there are changes in existing laws, codes, regulations, orders or ordinances, or the interpretation thereof, following the performance of professional services, CLIENT agrees to defend, indemnify, and hold MFA harmless from any and all claims, including claims for fines or penalties imposed, resulting from or alleged to have resulted from noncompliance with or nonincorporation of such changes in professional services prior to the effectiveness of such changes.

## **ARTICLE 19—ASSIGNMENT**

Neither party to this Agreement may delegate, assign, or otherwise transfer its rights and interests or duties and obligations under this Agreement without prior written consent of the other party.

## **ARTICLE 20—DISPUTE RESOLUTION**

Any claim, controversy, dispute, or disagreement between the parties arising out of or relating to this Agreement, including but not limited to those arising out of or relating to any Work Order Authorization and including those based on or arising from any statute, constitution, regulation, ordinance, rule, or any alleged tort (collectively “Dispute”), shall be resolved in accordance with the following dispute resolution procedure:

1. CLIENT and MFA agree that discussing and reaching an agreement is often the most cost-effective and beneficial method to resolve a dispute. In the event that any Dispute arises between them, the parties agree to hold a meet-and-confer session between one or more principals of each party with authority to settle the dispute.
2. If the parties cannot reach a mutually acceptable resolution, they shall proceed to non-binding mediation using a mutually agreed upon mediator, with each party being responsible for one-half of the mediator’s fee. Mediation is an express condition precedent to binding arbitration, as provided below.
3. Unless successfully resolved as provided above, the parties agree that any Dispute shall be resolved by binding arbitration with the then-effective arbitration rules of Arbitration Services of Portland,

Inc., and any judgment upon the award rendered pursuant to such arbitration may be entered in any court having jurisdiction thereof.

## **ARTICLE 21—ATTORNEYS' FEES AND COSTS**

If any action or proceeding is commenced to enforce or interpret any of the terms or conditions of this Agreement or the performance thereof, including the collection of any payments due hereunder, the prevailing party will be entitled to recover all reasonable attorneys' fees, costs, and expenses, including staff time at current billing rates, expert witness fees, court costs, and other claim-related expenses.

If MFA is requested to respond to any mandatory orders for the production of documents or witnesses on CLIENT's behalf regarding work performed by MFA, CLIENT agrees to pay all costs and expenses incurred by MFA not reimbursed by others in responding to such order, including attorney's fees, staff time at current billing rates, and reproduction expenses.

## **ARTICLE 22—GOVERNING LAW AND VENUE**

This Agreement shall be subject to, interpreted, and enforced according to the laws of the State from which MFA's services are procured. The parties submit to jurisdiction in Clark County, Washington, and agree that the venue for any and all disputes arising out of or related to this Agreement shall be in Clark County, Washington. Each party further agrees that, in any litigation or arbitration arising out of or related to this Agreement, the party, and the party's officers, employees, and agents shall appear, at that party's expense, for deposition in Clark County, Washington.

## **ARTICLE 23—SEVERABILITY**

Any provision of this Agreement held in violation of any law will be deemed stricken and all remaining provisions shall continue valid and binding upon the parties. The parties will attempt in good faith to replace any invalid or unenforceable provision(s) of this Agreement with provisions which are valid and enforceable and which come as close as possible to expressing the intention of the original provisions.

## **ARTICLE 24—ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between CLIENT and MFA. It supersedes any and all prior written or oral agreements, negotiations, or proposals, or contemporaneous communications with respect to the subject matter hereof, and has not been induced by any representations, statements, or agreements other than those herein expressed. No amendment to this Agreement hereafter made between the parties will be binding on either party unless reduced to writing and signed by authorized representatives of both parties.





## SCHEDULE OF CHARGES

### PERSONNEL CHARGES

Principal .....	\$260 – 280/hour
Senior.....	\$190 – 250/hour
Project.....	\$170 – 210/hour
Analyst .....	\$160 – 180/hour
Superintendent .....	\$160/hour
Staff .....	\$150 – 165/hour
Graphic Design.....	\$145 – 155/hour
Technician .....	\$125 – 160/hour
Administrative Support .....	\$115 – 135/hour

Depositions and expert witness testimony, including preparation time, will be charged at 200 percent of the above rates.

Travel time will be charged in accordance with the above rates.

### SUBCONTRACTORS

Charges for subcontractors will be billed at cost plus 15 percent.

### EXPENSES

Charges for outside services, equipment, and facilities not furnished directly by Maul Foster & Alongi, Inc. will be billed at cost plus 10 percent. Such charges may include, but shall not be limited to the following:

Printing and photographic reproduction	Rented equipment
Rented vehicles/mileage	Shipping charges
Transportation on public carriers	Meals and lodging
Special fees, permits, insurance, etc.	Consumable materials

### DIRECT CHARGES

Charges for specialized software modeling and equipment are as specified in the scope of work.

Field equipment rates are set forth in the Field Equipment Rate Schedule.

The rates for document production are set forth in the Document Production Rate Schedule.

### RATE CHANGES

Schedule of Charges are subject to change without notice.

# Phase 1C Scope of Work

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## St. Helens Waterfront Redevelopment— Lagoon Repurposing Project

March 12, 2024



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# 1 Introduction

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This scope of work describes efforts to continue the Phase 1 Lagoon Repurposing initiated with funding from the April 10, 2019, State of Oregon Intergovernmental Agreement (IGA), and Phase 1B which was completed in 2022 and 2023 under a community resiliency grant from the Federal Emergency Management Agency (FEMA). Work completed under the Phase 1 scope included:

- Locations Restriction Report
- Phase 1 environmental and geotechnical site characterization
- Preliminary conceptual site development plan
- Preliminary risk assessment and air modeling
- Public engagement
- Initial governance assessment

Work completed under the phase 1B scope of work included:

- Supplemental geotechnical investigation
- Supplemental environmental investigation of lagoon

The next phase of the Lagoon Repurposing project (Phase 1C) will include additional geotechnical studies, evaluation of design alternatives based on the results of the Phase 1 and 1B site characterizations and investigations, market analysis update, advancement of the facility design, risk assessment and air modeling, wastewater treatment plant impact analysis, preparation of the Phase 2 work plan, and preparation and submittal of the solid waste permit application.

In addition to this scope of work, the City of St. Helens (the City) will continue to advance public engagement and governance processes. MFA is available to assist with these processes but scope to do so is not included herein.

## 2 Scope of Work

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Summarized below are tasks that will define the scope of work.

### Task 1—Market Study Update

The Market Study was initially prepared in 2016 to determine the economic viability of the Lagoon Repurposing Project. The plan was updated in 2021 to evaluate net present value calculations, as well as evaluate a new scenario that assumed clean fill was used for the project. Task 1 will incorporate estimated project costs based on the design elements that will be advanced as part of the site development plan (Task 3) and data collected in Phase 1 and 1B. Work items to be included in Task 1 are as follows:

- Evaluate and update assumptions and economic factors used in the 2016 market study and 2021 study update, and update as necessary
- Update design, construction, operation, and closure/post-closure costs with current-day values
- Update net present value calculations for 4 scenarios described in the 2021 study update
- Update tipping rate calculations

## Task 2—Geotechnical Studies

Task 2 will expand on analysis and design that was completed in Phase 1 and 1B. Analysis will incorporate information gathered to date and seek to further evaluate the facility design based on current understanding of subsurface conditions. Work items to be included in Task 2 are as follows:

- Seismic analysis of the existing lagoon configuration (current condition)
- Complete total and differential settlement analysis of the existing containment berm based on updated design configuration
- Evaluate static slope stability of berms constructed for construction phasing
- Prepare cost estimates for ground improvements identified in the Phase 1B geotechnical report

## Task 3—Site Development Plan

The Site Development Plan will advance the preliminary design prepared under Phase 1 to describe necessary engineering, environmental controls, and operational components as follows:

- Facility operations, material characteristics (sources, fees, capacity, etc.), access, and proposed facilities.
- Conceptual design drawings and preliminary specifications for major components of the facility.
- Site phasing for fill placement for the anticipated life of the facility. The facility is anticipated to be constructed in multiple phases to stage construction efforts and costs over time.
- Leachate management for the operational and post-closure stages, including leachate characterization and analysis of options for collection, removal, treatment, and disposal.
- Surface water management methods and facilities for stormwater runoff and run-on.
- Preliminary wetland impacts and mitigation.
- Subsurface gas management analysis will be performed to verify the assumption that gas generation from the proposed facility is not anticipated due to the nature of the fill materials (e.g., soil, sediment). Management measures, if any, will be incorporated.
- Environmental monitoring strategies will be developed at the conceptual level; a final monitoring plan will be prepared in Phase 2 of the project.
- Final closure plans and anticipated end use. This is anticipated to be conceptual in nature and may present multiple options for the site after closure.

- Leachate treatment and disposal feasibility study for treatment methods and disposal of leachate. This task may be completed as part of the Phase 2 assessment and final design pending approval by DEQ.
- Initial climate resiliency assessment of proposed facilities and design standards.
- Topographic and bathymetric surveys will be conducted to fill data gaps and support design.

Regulatory and stakeholder comments related to the documents completed and submitted under the Phase 1 and 1B will also be addressed under this task in order to finalize the Site Development Plan. This plan will be the basis of the solid waste permit application.

## Task 4—Risk Assessment and Air Modeling

Under the Cleaner Air Oregon rules, a risk assessment will be required to evaluate the potential risks to human health from exposure to sediment and soil chemicals of concern (COCs) that may be handled at the facility. The risk assessment must address the potential for dust generation and volatilization of COCs such as polychlorinated biphenyls, semivolatile organic compounds, and volatile organic compounds to air during handling of sediment and soil (off-loading, handling, and placement). Work for this task will be completed according to the work plan developed under the Phase 1 scope of work (Maul Foster & Alongi, October 2, 2020).

### Data Review and Emissions Estimation

Data from published sources, databases, and regulatory guidance will be evaluated in relation to anticipated COCs that could be received at the site. The following components will be part of the initial data review:

- Identify and assess chemical-specific information such as volatilization and toxicity factors for sediment COCs, including but not limited to polychlorinated biphenyls, semivolatile organic compounds, and volatile organic compounds.
- Review recent literature evaluating volatilization of COCs during sediment transportation, off-loading, and placement activities.
- Review chemical properties and toxicity databases such as the U.S. Environmental Protection Agency's integrated risk information system.
- Review peer-reviewed scientific literature for toxicity factors if these are unavailable from state or federal databases.
- Determine potential dust and volatile loss to air of COCs during soil and sediment offload, handling, and placement, based on Portland Harbor Superfund Site sediment COC concentrations, expected soil contaminant concentrations, and chemical-specific properties. The evaluation will include estimating sediment concentrations for modeling based on available data that are representative of sites in the service area to be dredged.
- Develop an emissions inventory that covers off-loading, handling, and material placement.

### Conceptual Site Model

The conceptual site model developed in Phase 1 will be updated as the design advances through Phase 1C. Additional sediment data may also be incorporated as information becomes available

through current regional site investigations and off-site sediment project designs. The site model will include a qualitative description of site operations, methods of COC release, exposure pathways, receptor locations, and risk assessment procedures will be prepared for DEQ review.

## Data Evaluation and Risk Assessment

The work plan prepared in Phase 1 describes the sources of emissions, their release rates, locations, nearby downwash structures, source of meteorology, terrain, and receptor locations. A new risk assessment work plan will be prepared for Phase 1C that describes the COCs, risk assessment types, risk-based concentrations, exposure pathways, zoning, receptor assumptions, and risk assessment calculation methods. Once the work plan and modeling protocols are approved by the DEQ, the City will proceed with a risk assessment for the site that will establish the likelihood and degree, if any, of potential risks to residents and workers in the vicinity of the project. A draft risk assessment report will be submitted to the DEQ for review under this scope of work.

## Task 5—Wastewater Treatment Plant Impact Analysis

The City operates its wastewater treatment plant under a National Pollutant Discharge Elimination System (NPDES) permit administered by the DEQ. Understanding potential impacts to the wastewater treatment systems are integral to facility analyses; establishing a plan for the plant is an early planning need. City personnel most familiar with the wastewater treatment systems will direct and guide this analysis. The Phase 1C objectives and scope below build on work completed to date. Objectives include:

- Assessing impacts to and options for wastewater treatment plant alterations and relocation.
- Assessing permit ramifications, identify processes with DEQ.
- Identifying options for interim operation of the plant and lagoon during fill operations.
- Preparing feasibility study and predesign for new treatment plant and associated improvements to City infrastructure.

The following tasks will be completed to gather information to inform the City on the best course of action to address impacts to the wastewater treatment plant:

- Identify impacts of the landfill development to system layout and operations.
- Identify/assess reconfiguration options and costs.
- Identify/assess relocation options and costs.
- Prepare feasibility study outlining options.
- Select option(s) for Phase 2.

An initial analysis has been prepared generally addressing impacts, reconfiguration options, and relocation options. Continuation of these efforts and further examination of the costs, schedule, and additional treatment system options, as well as funding analysis, will be performed in this scope of work.

Phase 2 will develop detailed options identified in Phase 1C, and work towards selection of a preferred alternative. The scope of this phase is contingent upon the selected options and is

expected to include the design of moderate to extensive system modifications and a new NPDES permit or amendment to the current permit.

## Task 6—Permitting

The City will work with the DEQ and other stakeholders throughout the design to ensure fluidity with the facility development process. Regular communications and meetings are anticipated. The final DEQ Solid Waste permit application will include a compilation of the following information:

- Site Development Plan (Task 3)
- Signed Land Use Compatibility Statement
- Recommendation from the local solid waste planning authority
- Demonstration of need (market analysis)
- List of other needed permits
- Certificate of Business Registry
- Fees
- Other information requested by DEQ

In addition to DEQ Solid Waste permitting, a Joint Permit Application (JPA) submittal will be prepared to address federal and state regulations regarding aquatic resources (e.g. in-water construction, wetland impacts). One site-wide JPA will be prepared to obtain necessary approvals to construct the lagoon conversion facility and ancillary infrastructure and facilities. The JPA will include:

- Project characterization and alternatives analysis
- Biological evaluation for Endangered Species Act consultation with the National Marine Fisheries Service
- Water quality impacts assessment to the Oregon Department of Environmental Quality Water Quality Division for Clean Water Act compliance
- Cultural resources evaluation for adherence to the Historic Preservation Act
- Wetland delineation and evaluation for compliance with Section 404 of the Clean Water Act
- Project mitigation status documentation
- Compiled design drawings and supporting information
- Federal, state, and local agency coordination

## Task 7—Phase 2 Work Plan Development

Phase 2 of the Lagoon Repurposing project will include efforts to continue the design and permitting efforts through a final project design, final solid waste facility permit, and ancillary facilities design and permitting (support facilities, offload facilities). As part of the Phase 1C effort, a work plan will be prepared to identify and address data gaps, agency responses to the initial design submittal, and prepare a schedule and task list for completion of the project; the Phase 2 task (not currently scoped) will implement that work plan.



The Phase 2 Work Plan will identify tasks to prepare the following items:

- Final Design Report, 100% Design Plans and Specifications
- Final Risk Assessment
- Construction Work Plan addressing project team and organization, preparation of Quality Assurance/Quality Control Plans, and reporting requirements
- Operations Plan addressing long-term operation of the landfill facility
- Environmental Monitoring Plan
- Closure and Post Closure Plan
- Financial Assurance documentation

### 3 Budget and Deliverables

Task budget and deliverables are provided in the table below.

Task	Work Elements	Deliverables	Budget
Task 1—Market Study Update	Update project costs, assumptions, Net Present Value calculation	Market Study Update	\$43,700
Task 2—Geotechnical Studies	Seismic analysis of existing lagoon, seismic and settling calculations for facility	Geotechnical memorandum	\$109,300
Task 3—Site Development Plan	Facility operations, conceptual design, phasing, leachate management, surface water management, gas management, environmental monitoring, topographic survey	Site Development Plan	\$276,600
Task 4—Risk Assessment and Air Modeling	Update conceptual site model, data evaluation and risk assessment	Risk Assessment Report	\$141,100
Task 5—Wastewater Treatment Plant Impact Analysis	Assess operations and permit impacts of lagoon modification, identify options for modification and relocation of wastewater treatment facility	Wastewater Treatment Plant Impact Analysis Report	\$87,700
Task 6—Permitting	Solid waste permitting, In-water and aquatic resource permitting	Solid Waste Permit Application, Joint Permit Application	\$172,600
Task 7—Phase 2 Work Plan Development	Identify data gaps, prepare scope for Phase 2 site investigation and plans	Phase 2 Work Plan	\$32,200
<b>Total Estimated Cost:</b>			<b>\$863,200</b>



# PARKS AND TRAILS COMMISSION

Monday, February 12, 2024 at 4:00 PM

## APPROVED MINUTES

### MEMBERS PRESENT

Commissioner Dana Lathrope  
 Chair Lynne Pettit  
 Commissioner Paul Barlow  
 Commissioner Jerry Belcher  
 Commissioner Howard Blumenthal  
 Vice Chair Scott Jacobson  
 Commissioner Brian Long  
 Commissioner Jacob Woodruff

### STAFF PRESENT

Brandon Sundeen, City Council  
 Melisa Gaelrun-Maggi, Parks Administrative Assistant  
 Buck Tupper, Facilities Maintenance Supervisor  
 John Walsh, City Administrator

### VISITORS

Brad Hendrickson

### CALL TO ORDER 4:00pm

### APPROVAL OF MINUTES

1. Approve December Minutes
2. Approve January Minutes

Chair Pettit has a correction for page two, item six regarding approved signs. Wants to add Civic Pride signs. Also wants to make sure that dog ordinance mentions dogs.

Motion made by Commissioner Blumenthal to approve with correction, Seconded by Commissioner Blumenthal. Voting Yea: Commissioner Lathrope, Chair Pettit, Commissioner Barlow, Commissioner Belcher, Commissioner Blumenthal, Vice Chair Jacobson, Commissioner Long, Commissioner Woodruff

### NEW BUSINESS

#### 4 - Sand Island - Brad Hendrickson

Brad Hendrickson came to answer questions about Sand Island. They run the shuttle from March 1st to the end of October and they are building six new cabins with solar panels and a group structure. They should be done in a few weeks.

Blumenthal asked how big the cabins are. Brad said they about the size of the typical KOA cabins, they will have grills just outside of the cabins.

Belcher claimed that before the lease the island was dirty and had behavioral problems. He asked how the agreement has worked for the City and Parks Department.

Buck Tupper states the current agreement works for his team.

Brad stated that the city used to pay \$25,000 to maintain the island and now they get about \$10,000 back in profit each year.

John Walsh agreed that it is about 10% in gross revenue plus hospitality tax.

Woodruff asked how much they make per year from the island. Brad didn't think he needed to disclose that information but said that right now they are breaking even between the shuttle, parking, and other expenses. He says there is a huge misconception that they are making a lot of money. He advises the City to add rv spaces to the City parks as he believes this is a missed opportunity. He has not current vacancies at his spots at the marina.

Belcher asked if the \$10,000 goes to general fund or to parks. Walsh said that part of this money has gone back in credits to Hendrickson as payment for the parking lot he put in at the beginning of the agreement. Belcher asked when that is paid off, will it go to the parks or general fund. Walsh said that the parks are part of the general fund.

Belcher asked if they are planning to get running water on the island in the future. Brad said there is a well currently on the island, but it is not active. Belcher asked about other future improvements. Brad would like to have flushing toilets and showers .

Belcher asked how they handle the behavioral issues with people who hang out on the beach during daylight hours as it is a public park.

Brad states that it is a huge problem and has even had his park host assaulted and has had no City police assistance.

The eastern part of the island is owned by the state and Brad would like to lease that portion some day.

Jacobson asked if there is a cap on how much he can charge for the sites, Brad says there is none.

Jacobson asked if there is a limit of people they can have on the island. Brad says that while they limit how many people per campsite, the island is a public park so they cannot limit how many people can show up by boat and hang out on the beach.

Belcher asked if the docks are handled by the city. Brad answered that he does not handle the docks.

Belcher asked how that affects the Sandcastle Contest. Brad said that since they are on the public beach that is Tina's thing, but that some people do rent camping spaces from him.

Brad said that he is a business man trying to make money and he would not have entered into the lease if he did not have the option to be bought out with improvements at the end of ten years.

Belcher asked if Brad knew what the value of the improvements were. Brad believes an appraisal will be done at the end of the lease. He believes it would start at minus \$25,000.

Jacobson asked who is paying the property taxes and if that has been reassessed. Brad said it is the City, but they were not being paid until the bathrooms were added.

Blumenthal asked again about the docks and Brad says that they did some repairs to most of the island docks not to mention island erosion. Blumenthal thought they had dumped sand recently, but Brad said not recently, and it is now gone.

Brad said that they also have a citation process so that people do not live on the docks.

Brad gave his email to the Commission for future questions.

### **3 - Park Bench - Teresa Knight**

Teresa did not show up to the meeting, but her questions were given to the Commission members. Barlow thought bench standards were decided on a few years ago but no members could remember when. Buck Tupper would prefer that the Commission create a standard now and they could move forward from this point on with requests. The Commissioners had too many questions and would like Teresa to appear in person.

### **5 - Park Needs - Chair Pettit**

Pettit asked what the Commissioners need currently, that is minimal funds.

Pettit asked for permission to use current funds from the t-shirt sales to put signs and historical kiosks at Dalton Lake.

Motion of approval made by Commissioner Belcher, Seconded by Commissioner Woodruff.

Voting Yea: Commissioner Lathrope, Chair Pettit, Commissioner Barlow, Commissioner Belcher, Commissioner Blumenthal, vice Chair Jacobson, Commissioner Long, Commissioner Woodruff.

Belcher wants to get his concrete stamp for the Urban Trail even though the design is not done. Buck Tupper stated once the details are done, they can reassess the funds.

Pettit suggests that these requests should be submitted to Buck in email so that he has a record to work on.

Blumenthal would like some cheap signs to keep people off the camas areas in Nob Hill Park.

### **6 - City Committees - Chair Pettit**

Pettit says that she tuned into a few City Council meetings in January and believes that the budget is in dire straits. She encourages the members to watch the meetings and even write a letter to the City Council stating that we cannot afford to lose anything.

Councilor Sundeen and Buck Tupper confirmed that letters do help.

Blumenthal stated that the more people we have the more that will be on the shoulders of volunteers and volunteers are hard to find.

### **7 - Urban Trail - Belcher**

Belcher stated that the Urban Trail sub-committee met and has asked permission to start marking the urban trail. It was decided that the kiosks will be half the size of the normal park kiosks. Dana will meet with Buck Tupper and finalize the cement stamp design. Once these items, as well as others, are lined up they will meet again with the City Council. Belcher feels they can finish the trail for little to no funds. He is working on a fall 2024 deadline. Jacobson asked about advertising and promotion. Belcher is for this but does not want to start this until after the City Council meeting and trail marking. Buck said that publicity should go through Communications Officer Crystal with the City. Councilor Sundeen feels that the City council doesn't need to give permission as well as just be informed. Belcher just wants everything to be above board, and everyone to be well informed.

### **8 - Heinie Huemann Park - Jacobson**

Jacobson is looking at creating an ADA trail from the St. Helens senior center to the Heinie Huemann Park, but the slope is too steep. He is still looking into grants for a trail through the park and still researching materials and labor.

Buck Tupper would like to meet Jacobson onsite with Roger to check out pipes and elevations. Barlow is a union carpenter and can investigate resources.

### **OLD BUSINESS**

Jacobson would like to establish a trail in the old Boise park area. He is looking into approaching the Port as well. Pettit has established a presentation for this project and would like it to be a woodland reserve. Belcher thinks they should form a subcommittee for this. Councilor Sundeen confirmed that the mouth of the Milton creek used to be a native village.

Motion was made by Commissioner Belcher to form the Milton Creek Woodland Reserve Sub-committee. The Sub-Committee would include Pettit, Jacobson, Belcher, Woodruff, and Long. Seconded by Blumenthal.

Voting Yea: Commissioner Lathrope, Chair Pettit, Commissioner Belcher, Commissioner Blumenthal, Vice Chair Jacobson, Commissioner Long, Commissioner Woodruff.

**STAFF REPORT**

Buck says the staff is painting the park restrooms and working on maintenance.

**COUNCILOR'S REPORT**

Councilor Sundeen received an email from Taylor from Scappoose Watershed who like to meet with members at the McCormick Japanese Garden to remove poison oak.

The City is looking for volunteers for Citizens Day in June. The first planning meeting will be coming up at the end of this month.

Councilor Sundeen encourages everyone to make their voices known when the budget starts to get discussed in April. Letters are good but coming to the meeting in person is better.

**DISCUSSION ITEMS**

Jacobson would like to discuss making the McCormick Japanese Gardens a historic landmark in the future.

Blumenthal mentioned the Nob Hill work party on the first Saturday in April.

**ADJOURNMENT** 5:50pm



## PLANNING COMMISSION

Tuesday, February 13, 2024, at 6:00 PM

### APPROVED MINUTES

- Members Present:** Chair Dan Cary  
 Vice Chair Jennifer Shoemaker  
 Commissioner Russ Low  
 Commissioner David Rosengard  
 Commissioner Charles Castner  
 Commissioner Ginny Carlson
- Members Absent:** None
- Staff Present:** City Planner Jacob Graichen  
 Associate Planner Jenny Dimsho  
 Community Development Admin Assistant Christina Sullivan  
 City Councilor Mark Gunderson
- Others:** Steve Toschi  
 Russ Hubbard  
 Hawley Hubbard  
 Mary Hubbard

#### CALL TO ORDER & FLAG SALUTE

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

**Toschi, Steve.** Toschi was called to speak. He said he wanted to get the architectural standards discussion going again amongst the Planning Commission. He said the City has a lot of properties that were being sold and he wanted to be sure there would be standards for how those areas were developed, especially in the waterfront area. He said he thinks there will be a lot of smaller developments coming in and developing small portions of the waterfront and there should be standards so that each individual developer is held to the same design standards.

#### CONSENT AGENDA

##### A. Planning Commission Minutes Dated January 9, 2024

Vice Chair Jennifer Shoemaker said there was a correction needed on page four. Commissioner Charles Castner also mentioned a correction to be made on the same page.

**Motion:** Upon Commissioner Castner's motion and Commissioner Rosengard's second, the Planning Commission unanimously approved the Draft Minutes dated January 9, 2024 with the corrections as discussed. Commissioner Ginny Carlson abstained as she was absent from the previous meeting. [AYES: Vice Chair Shoemaker, Commissioner Rosengard, Commissioner Low, Commissioner Castner; NAYS: None]

#### PUBLIC HEARING AGENDA (times are earliest start time)

##### B. 6:05 p.m. Variance at 1170 Columbia Blvd – Hubbard

Chair Dan Cary opened the Public Hearing at 6:05 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter.

City Planner Jacob Graichen shared the staff report dated February 5, 2024 . He shared there was a standard to be considered for a Variance about walkways and windows. He said there is a required distance between the two, and an even greater distance when there is a living space behind the window. He said the variance request is for zero separation between a window and a walkway.

He said when this project was initially presented to the Planning Commission, this issue of the windows was raised at the time. When the building plans came in, only one of the windows was removed. He said the window that remains was a design error from the architect (per the applicant) and is immediately adjacent to a pathway between the two buildings. He said the applicant hopes to resolve this issue of the window before the final building inspections.

He did say the applicant proposed to make the window opaque so that you would not be able to see in, but still be able to see out.

**Hubbard, Hawley. Applicant.** Hubbard was called to speak. Hubbard said there was an error made between them and their engineer. He said both windows were on the approved plans and one of the windows was removed. He said this window would help to enhance the space and livability of the unit.

**Hubbard, Russ. Applicant.** Hubbard was called to speak. He said that they would like to put in opaque glass which would provide for security of the space but still allow light to come in. He said no one would be able to see in the space, but the tenants would still be able to see out.

There was a small discussion about the distance of the walkway and the wall. Graichen said the required distance of the window from a pathway was determined by the what the use of the space was behind the window.

Vice Chair Shoemaker asked about the expense involved in removing the window, versus just adding opaque glass. Hubbard said there would be a large expense in removing and filling the hole, verses just adding mirrored glass.

### **In Favor**

**Toschi, Steve.** Toschi was called to speak. He said was in support of the application as the applicant had met all the criteria. He said that an opaque window should not be required; it should be up to the future tenant that moves in. He said the window allowing light in will increase the positive livability for this unit.

### **In Neutral**

No one spoke as neutral of the application.

### **In Opposition**

No one spoke in opposition to the application.

### **Rebuttal**

### **End of Oral Testimony**

There were no requests to continue the hearing or leave the record open.

### **Close of Public Hearing & Record**

### **Deliberations**

Vice Chair Shoemaker mentioned she brought up the expense of removing the window because one of the criteria to approving a variance is to not impose an unreasonable amount of expense to the

developer. She said in this case she was in favor of the opaque glass, as it was less expense. She thought asking them to remove it was excessive.

Commissioner Carlson mentioned this window was a self-imposed mistake and something to be considered when making the decision as well.

There was a discussion about the window being a self-imposed error. The Commission agreed that the change to fill in the window would not increase the livability of the unit and they thought allowing the window to stay was the better option.

The Commission agreed that the window should be required to be opaque to help meet the intent of the code.

**Motion:** Upon Vice Chair Shoemaker's motion and Commissioner Rosengard's second, the Planning Commission unanimously approved the Variance as recommended by staff with the condition to make the window opaque. [AYES: Vice Chair Shoemaker, Commissioner Carlson, Commissioner Castner, Commissioner Rosengard, Commissioner Low; NAYS: None]

**Motion:** Upon Commissioner Carlson's motion and Vice Chair Shoemaker's second, the Planning Commission unanimously approved the Chair to sign the Findings. [AYES: Vice Chair Shoemaker, Commissioner Carlson, Commissioner Castner, Commissioner Rosengard, Commissioner Low; NAYS: None]

## DISCUSSION ITEMS

### C. Planning Commission Interview Committee Recommendation

Graichen explained there was currently one vacancy and one anticipated vacancy. He said the Commission needed to decide on whether or not to continue with Commissioner Russ Low (the anticipated vacancy) and have his input for the next few months he was available. They also discussed if it would be better to have the two new Commissioners start now so they can move forward with other projects. After a small discussion, Commissioner Low said he would resign effective at the end of the meeting.

Graichen said with Commissioner Low resigning, that would leave the Commission with two vacancies. They had interviewed two qualified candidates and the interview committee felt they would both be great to fill the openings.

Vice Chair Shoemaker said one of the candidates was an engineer for the Columbia River Public Utility District and had a lot of construction experience. She also mentioned the other candidate was a retired archeologist and has a strong background in preservation. She thought they should appoint both candidates.

Graichen mentioned that one of the candidates already served on another commission and that it would be up to the City Council if he was allowed to serve on both committees. He did say that there was already another person who served on two committees. Graichen said when they recommend to the City Council, they would want to mention it was in the public interest for him to serve on both committees.

**Motion:** Upon Commissioner Carlson's motion and Commissioner Rosengard's second, the Planning Commission unanimously recommended to the City Council both candidates to the open positions and that it was in the public interest for Scott Jacobsen to serve on two committees. [AYES: Vice Chair Shoemaker, Commissioner Carlson, Commissioner Castner, Commissioner Rosengard, Commissioner Low; NAYS: None]

### D. Historic Resource Review HRR.1.22 Plans



Associate Planner Jenny Dimsho shared the plans for the John Gumm School. She mentioned they had reviewed these plans before through a public hearing, but there had been some poor soils discovered in the rear portion of the building and would require remediation. She said while they were doing this, they had to remove the metal staircase in the back. She said they did salvage the staircase for reapplication later, but now they wanted to propose removal of the staircase. They said it no longer serves an egress purpose. She said they could require a whole new public hearing as this was a modification to the exterior, but she asked if the Commission felt like it met the required conditions of the original approval. She said the modification actually allows you to see more of the original restored windows, which is better architecturally.

Dimsho said they would like to keep the landing and put a new cover over it, but the staircase would be removed. She said they would be working with the Building Department to determine there was no egress or life safety issues by having it removed.

There was a discussion on the window and the doors in the landing area.

**Motion:** Upon Commissioner Rosengard's motion and Commissioner Castner's second, the Planning Commission unanimously agreed that this revision did not need to be reviewed by public hearing.

[AYES: Vice Chair Shoemaker, Commissioner Carlson, Commissioner Castner, Commissioner Rosengard, Commissioner Low; NAYS: None]

**Motion:** Upon Vice Chair Shoemaker's motion and Commissioner Low's second, the Planning Commission unanimously approved the recommendation by staff that the proposal complied with the original conditions of approval for HRR.1.22. [AYES: Vice Chair Shoemaker, Commissioner Carlson, Commissioner Castner, Commissioner Rosengard, Commissioner Low; NAYS: None]

#### E. **2024 Development Code Amendments Continued**

Graichen shared a few items he wanted more clarification from the Commission on. He talked about how Planned Developments do not expire, and for tracking purposes, it would help clean up the tracking management if they were given expiration dates. He also mentioned they would need to consider if they did create a time limit, how it would apply to the current overlay zones.

There was a discussion on implementing a time limit for all new and existing Planned Development overlay zones.

Graichen discussed fence height and said except for the front yard, a six-foot is the normal maximum height for residential fencing. He asked the Commission how they would feel if the maximum height was increased to seven-feet based on the amount of complaints and question they receive from customers. There was a small discussion about seven-foot verses six-foot. There was a division amongst the Commission on leaving it as a six-foot maximum.

Graichen said in the past there was an aggressive stance that no residential units be allowed on the lower levels of certain mixed use zones. He said several years ago they realized, with the amount of homes around the Houlton Business District, it made sense to allow residential use on the first floor. He mentioned a few options for the Riverfront District, Plaza subdistrict, including whether residential on the ground floor should be behind commercial uses or limited in size.

The Planning Commission said they would like to keep the rules the same for ground floor residential use in the Riverfront District, Plaza subdistrict.

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

- F. Temporary Use Permit at 175 Bowling Alley Lane – CCPOD, LLC
- G. Partition & Lot Line Adjustment at 80 S 21<sup>st</sup> Street – Vintage Friends, LLC

There was no discussion on the Planning Director Decisions.

### **PLANNING DEPARTMENT ACTIVITY REPORT**

#### **H. Planning Department Activity Report – January**

Graichen mentioned there was a final inspection done at Broadleaf Arbor and they were almost completely done. He said the full impact of the units was not felt yet and that they were about fifty percent full.

He said another interesting thing to note was the population growth and that we have seen a 3.5 percent increase. This is a higher percentage than several previous years.

### **PROACTIVE ITEMS**

#### **I. Architectural Standards**

There was no discussion on Architectural Standards.

#### **J. Vacant Storefronts**

Vice Chair Shoemaker said she had a meeting with the president of the St. Helens Mainstreet to do a presentation for the City Council. She said they both agreed that approaching the vacant storefronts from an educational standpoint would encourage more businesses and developers to get involved. She said they would present at the City Council meeting the first part of March and possibly the joint meeting with the City Council.

There was a discussion on how to reach all the business owners and how to get them involved.

### **FOR YOUR INFORMATION ITEMS**

Dimsho shared that they were kicking off the Economic Development Opportunity Analysis and so there would be more to come on this discussion. She also said after four months of waiting they finally received the Oregon Department of Transportation grant contract. She said the amount of money we have to match would be due up front and would be split through Columbia County and the City of Scappoose, so that would mean that budgets would need to include this. This could delay the project until July when the new fiscal years begin.

Commissioner Carlson asked for an update on the businesses out by the new Burger King. Graichen said the Fast Lube was almost moved in and working with other developers on the open space. He also mentioned that nothing had been submitted from Dairy Queen yet, but their land use approval was coming up on expiration.

### **ADJOURNMENT**

*There being no further business before the Planning Commission, the meeting was adjourned at 8:00 p.m.*

*Respectfully submitted,*

*Christina Sullivan*

*Community Development Administrative Assistant*

**City of St. Helens**  
*Consent Agenda for Approval*

## OLCC LICENSES

The following businesses submitted a processing fee to the City for a Liquor License:

### 2024 RENEWALS

<b><u>Licensee</u></b>	<b><u>Tradename</u></b>	<b><u>Location</u></b>	<b><u>Purpose</u></b>
STANSBURY MANAGEMENT INC	SUNSHINE PIZZ EXCHANGE	2124 COLUMBIA BLVD	RENEWAL
MIYAKO INC	MIYAKO RESTAURANT	1835 COLUMBIA BLVD	RENEWAL
NOIS THAI KITCHEN LLC	NOIS THAI KITCHEN	524 MILTON WAY	RENEWAL
C & S POUR HOUSE INC	THE POUR HOUSE	2098 OLD PORTLAND RD	RENEWAL
KIRBY CO	ST HELENS MARKET FRESH	1111 COLUMBIA BLVD	RENEWAL
MISTER GOOSE LLC	MISTER GOOSE	58499 COLUMBIA RV HWY	RENEWAL
ZHEN'S CHINESE RESTAURANT INC	ZHEN'S CHINESE RESTAURANT	1671 COLUMBIA BLVD	RENEWAL
SUN & JOHN LLC	WEST STREET GROCERY MARKET	305 N 7 <sup>TH</sup> STREET	RENEWAL

### 2024 NEW & CHANGE IN PRIVILEGE OR OWNERSHIP

*A copy of the OLCC application documents submitted for the businesses listed below were emailed to the Police Department for review. No adverse response was received.*

<b><u>Licensee</u></b>	<b><u>Tradename</u></b>	<b><u>Location</u></b>	<b><u>Purpose</u></b>
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St. Helens, OR

# Expense Approval Register

Item #7.

Packet: APPKT00933 - AP 3.1.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
LAURA L MOORE	02.09.24	02/23/2024	JURY DUTY PAY	100-704-52019	10.00
RICHARD E OBERDORFER	02.22.24	02/23/2024	JUDICIAL SERVICES	100-704-52019	1,160.00
BEMIS	10802	02/23/2024	DATE BAND REPLACEMENT	100-710-52001	44.80
BEMIS	10812	02/23/2024	DOOR HANGERS-UTILITY BILL...	100-707-52001	194.00
CARDINAL SERVICES INC	1233692	02/23/2024	TEMPORARY EMPLOYMENT-...	100-706-52023	332.83
CARDINAL SERVICES INC	1233692	02/23/2024	TEMPORARY EMPLOYMENT-...	100-708-52023	25.60
CARDINAL SERVICES INC	1233692	02/23/2024	TEMPORARY EMPLOYMENT-...	100-709-52023	102.41
JORDAN RAMIS PC ATTORNE...	216224	02/23/2024	AUDIT	100-707-52019	354.50
JORDAN RAMIS PC ATTORNE...	217258	02/23/2024	AUDIT	100-707-52019	58.50
ORKIN	256376878	02/23/2024	PEST CONTROL POLICE	100-705-52023	190.99
QUILL	37045147	02/23/2024	PARK SUPPLIES	100-708-52001	174.80
QUILL	37054972	02/23/2024	PARK SUPPLIES	100-708-52001	112.66
QUILL	37055310	02/23/2024	PARK SUPPLIES	100-708-52001	559.38
TROTTER & MORTON FACILI...	81763	02/23/2024	REPLACED FURNACE IGNITOR..	100-715-52023	411.63
STEVEN R SCHARFSTEIN	9-1	02/23/2024	COURT ATTORNEY FEES	100-704-52019	125.00
COLUMBIA COUNTY	DECEMBER 2023	02/23/2024	INSPECTIONS	100-711-52015	280.00
COLUMBIA COUNTY	NOVEMBER 2023	02/23/2024	INSPECTIONS FOR ST. HELENS..	100-711-52015	460.00
STEVEN LESKIN	00234	02/26/2024	COURT ATTORNEY FEES	100-704-52019	200.00
STEVEN LESKIN	00235	02/26/2024	COURT ATTORNEY FEES	100-704-52019	200.00
RACHAEL BARRY -	02.23.24	02/26/2024	REIMBURSEMENT-FOOD FOR...	100-703-52018	84.98
MORE POWER TECHNOLOGY...	15910	02/26/2024	MICROSOFT 365 BUS STAND...	100-712-52006	2,858.40
COMCAST BUSINESS	193928960	02/26/2024	FIBER INTERNET ACCT 93457...	100-712-52003	4,819.01
JORDAN RAMIS PC ATTORNE...	216223	02/26/2024	GENERAL LEGAL	100-703-52019	10,445.00
JORDAN RAMIS PC ATTORNE...	216225	02/26/2024	EMPLOYMENT MATTERS	100-702-52019	210.00
JORDAN RAMIS PC ATTORNE...	216226	02/26/2024	PUBLIC RECORDS REQUEST	100-702-52019	775.50
JORDAN RAMIS PC ATTORNE...	217257	02/26/2024	GENERAL LEGAL	100-703-52019	6,440.00
JORDAN RAMIS PC ATTORNE...	217259	02/26/2024	EMPLOYMENT MATTERS	100-703-52019	4,150.00
JORDAN RAMIS PC ATTORNE...	217261	02/26/2024	FINANCE/FRANCHISE	100-702-52019	1,960.00
JORDAN RAMIS PC ATTORNE...	217262	02/26/2024	PUBLIC RECORDS REQUEST	100-702-52019	600.50
WEX BANK	95254643	02/26/2024	POLICE FUEL PURCHASES	100-705-52022	5,242.00
WEX BANK	95254643	02/26/2024	BUILDING FUEL PURCHASES ...	100-711-52022	105.79
WEX BANK	95254643	02/26/2024	CITY HALL FUEL 0256	100-715-52022	33.42
AT&T MOBILITY	287302289330x02232024	02/27/2024	287302289330 POLICE PHON...	100-705-52010	1,948.57
WILCOX	0851493-IN	02/28/2024	FUEL PARKS DEPT	100-708-52022	690.38
ORKIN	256379143	02/28/2024	375 S 18TH ST LIBRARY	100-706-52023	100.00
COMCAST	02.21.24	03/01/2024	COMCAST CABLE 877810899...	100-712-52003	1,989.53
SARAH K HALLBERG	02.27.24	03/01/2024	REFUND PUBLIC RECORDS R...	100-000-36002	20.00
ERSKINE LAW PRACTICE LLC	03.01.24	03/01/2024	4/16-4/29	100-704-52019	10,141.03
PAULY ROGERS AND CO PC	14390	03/01/2024	JUNE 23 2023 AUDIT	100-707-52019	7,680.00
A + ENGRAVING LLC	1491	03/01/2024	NAME PLATE M FUNK	100-712-52001	44.00
AMY LINDGREN LAW LLC	621	03/01/2024	JUDICIAL SERVICES	100-704-52019	5,750.00
EATONS TIRE AND AUTO REP...	84359	03/01/2024	TIRES 2017 FORD EDGE	100-705-52098	727.96
EATONS TIRE AND AUTO REP...	84375	03/01/2024	OIL CHANGE 2021 FORD F-150	100-705-52098	117.73
OREGON PATROL SERVICE	9882	03/01/2024	COURT SERVICES	100-704-52019	1,476.00
ASIFLEX	A000145624BCHRE	03/01/2024	ADMIN FEES 9/1-9/30	100-707-52019	52.50
<b>Fund 100 - GENERAL FUND Total:</b>					<b>73,459.40</b>
<b>Fund: 201 - VISITOR TOURISM</b>					
E2C	4511	03/01/2024	MONTHLY MARKETING TINA ...	201-000-52019	10,000.00
<b>Fund 201 - VISITOR TOURISM Total:</b>					<b>10,000.00</b>
<b>Fund: 202 - COMMUNITY DEVELOPMENT</b>					
CBRE INC-VALUATION AND ...	009223-2-24	02/23/2024	APPRAISAL REPORT - 1300 1...	202-722-52019	5,800.00
KITTELSON & ASSOCIATES INC	0143334	02/23/2024	PROJECT 235440 1ST & ST ST...	202-723-53102	1,097.24
JORDAN RAMIS PC ATTORNE...	216588	02/23/2024	GENERAL ENVIRONMENTAL	202-722-52019	2,796.50

## Expense Approval Register

Packet: APPKT00

Item #7.

4

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MOORE EXCAVATION INC	P-525 PAYMENT #13	02/23/2024	S 1ST & STRAND ROAD & UTI...	202-723-53102	379,303.01
JORDAN RAMIS PC ATTORNE...	217257	02/26/2024	GENERAL LEGAL	202-722-52019	3,325.00
MAYER REED INC	14928	03/01/2024	ST HELENS RIVERWALK	202-723-52055	11,382.00
MOORE SITE SERVICES LLC	24011	03/01/2024	MECHANICAL SUPPORT MILL...	202-722-52019	5,062.40
Fund 202 - COMMUNITY DEVELOPMENT Total:					408,766.15
Fund: 203 - COMMUNITY ENHANCEMENT					
CARDINAL SERVICES INC	1233692	02/23/2024	TEMPORARY EMPLOYMENT-	203-709-50001	2,814.37
Fund 203 - COMMUNITY ENHANCEMENT Total:					2,814.37
Fund: 205 - STREETS					
DAVID EVANS AND ASSOCIA...	555040	02/23/2024	COLUMBIA BOULEVARD SID...	205-000-53101	2,417.93
SCAPPOOSE SAND AND GRA...	T77958	02/23/2024	RECYCLED CONCRETE	205-000-52001	617.82
Fund 205 - STREETS Total:					3,035.75
Fund: 601 - WATER					
BEMIS	108123	02/23/2024	DOOR HANGERS-PUBLIC WO...	601-731-52001	143.00
TYLER HILLS	2.23.24	02/23/2024	TUITION REIMBURSEMENT	601-732-52018	188.36
MORE POWER TECHNOLOGY...	15922	03/01/2024	WATCHGUARD FIREBOX 3 YE...	601-732-52001	2,340.00
EAGLE STAR ROCK PRODUCTS..	42711	03/01/2024	3/4"-0 RESERVOIR	601-731-52001	139.60
CORRECT EQUIPMENT	55538	03/01/2024	OCTAVE METERS	601-731-53314	9,314.45
CORRECT EQUIPMENT	55539	03/01/2024	MASTER METER REGISTER KIT	601-731-53314	244.64
Fund 601 - WATER Total:					12,370.05
Fund: 603 - SEWER					
CARDINAL SERVICES INC	1233692	02/23/2024	TEMPORARY EMPLOYMENT-...	603-736-52023	51.21
TYLER HILLS	2.23.24	02/23/2024	TUITION REIMBURSEMENT	603-736-52018	182.82
TYLER HILLS	2.23.24	02/23/2024	TUITION REIMBURSEMENT	603-737-52018	182.82
PAULSON PRINTING CO.	3873	03/01/2024	HAULED WASTE TICKETS	603-736-52001	32.50
PAULSON PRINTING CO.	3873	03/01/2024	HAULED WASTE TICKETS	603-737-52001	32.50
Fund 603 - SEWER Total:					481.85
Fund: 703 - PW OPERATIONS					
TIMOTHY ILLIAS	02.20.24	02/23/2024	MILEAGE REIMBURSEMENT ...	703-734-52018	38.32
KNIFE RIVER CORP NW	3086196	02/23/2024	1/4" #10 CRUSHED	703-734-52001	1,454.44
DLT SOLUTIONS LLC	521808A4	02/23/2024	SOFTWARE & ANNUAL SUBS...	703-733-52019	3,458.80
TROTTER & MORTON FACILI...	81772	02/23/2024	REPLACED INDOOR BLOWER...	703-739-52120	806.08
WEX BANK	95254643	02/26/2024	PW CHEROKEE 5478	703-734-52022	429.39
EASIFILE	86133	02/27/2024	EASI FILE	703-733-52001	4,020.97
AMERICAN EXTERMINATION ...	178844	03/01/2024	SENIOR CENTER PEST CONT...	703-739-52120	134.00
LES SCHWAB TIRE CENTER	22900594536	03/01/2024	LT245/75R-16/10 OPEN RAN...	703-739-52099	1,347.84
Fund 703 - PW OPERATIONS Total:					11,689.84
Fund: 706 - PUBLIC SAFETY					
JORDAN RAMIS PC ATTORNE...	216227	02/26/2024	TOSCHI LUBA APPEAL	706-000-52019	2,317.00
JORDAN RAMIS PC ATTORNE...	217263	02/26/2024	TOSCHI LUBA APPEAL	706-000-52019	576.00
Fund 706 - PUBLIC SAFETY Total:					2,893.00
Grand Total:					525,510.41

## Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	73,459.40
201 - VISITOR TOURISM	10,000.00
202 - COMMUNITY DEVELOPMENT	408,766.15
203 - COMMUNITY ENHANCEMENT	2,814.37
205 - STREETS	3,035.75
601 - WATER	12,370.05
603 - SEWER	481.85
703 - PW OPERATIONS	11,689.84
706 - PUBLIC SAFETY	2,893.00
<b>Grand Total:</b>	<b>525,510.41</b>

## Account Summary

Account Number	Account Name	Expense Amount
100-000-36002	Fines - Court	20.00
100-702-52019	Professional Services	3,546.00
100-703-52018	Professional Developme...	84.98
100-703-52019	Professional Services	21,035.00
100-704-52019	Professional Services	19,062.03
100-705-52010	Telephone	1,948.57
100-705-52022	Fuel	5,242.00
100-705-52023	Facility Maintenance	190.99
100-705-52098	Enterprise Fleet Mainte...	845.69
100-706-52023	Facility Maintenance	432.83
100-707-52001	Operating Supplies	194.00
100-707-52019	Professional Services	8,145.50
100-708-52001	Operating Supplies	846.84
100-708-52022	Fuel	690.38
100-708-52023	Facility Maintenance	25.60
100-709-52023	Facility Maintenance	102.41
100-710-52001	Operating Supplies	44.80
100-711-52015	Intergovernmental Servi...	740.00
100-711-52022	Fuel	105.79
100-712-52001	Operating Supplies	44.00
100-712-52003	Utilities	6,808.54
100-712-52006	Computer Maintenance	2,858.40
100-715-52022	Fuel	33.42
100-715-52023	Facility Maintenance	411.63
201-000-52019	Professional Services	10,000.00
202-722-52019	Professional Services	16,983.90
202-723-52055	Riverwalk Project	11,382.00
202-723-53102	Downtown Infrastructure	380,400.25
203-709-50001	Wages	2,814.37
205-000-52001	Operating Supplies	617.82
205-000-53101	Columbia Blvd Sidewalks	2,417.93
601-731-52001	Operating Supplies	282.60
601-731-53314	WATER METERS	9,559.09
601-732-52001	Operating Supplies	2,340.00
601-732-52018	Professional Developme...	188.36
603-736-52001	Operating Supplies	32.50
603-736-52018	Professional Developme...	182.82
603-736-52023	Facility Maintenance	51.21
603-737-52001	Operating Supplies	32.50
603-737-52018	Professional Developme...	182.82
703-733-52001	Operating Supplies	4,020.97
703-733-52019	Professional Services	3,458.80
703-734-52001	Operating Supplies	1,454.44
703-734-52018	Professional Developme...	38.32
703-734-52022	Fuel	429.39
703-739-52099	Equipment Operations	1,347.84

Account Summary

Account Number	Account Name	Expense Amount
703-739-52120	Facility Maintenance Ot...	940.08
706-000-52019	Professional Services	2,893.00
Grand Total:		525,510.41

Project Account Summary

Project Account Key	Expense Amount
**None**	525,510.41
Grand Total:	525,510.41



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# Expense Approval Register

Packet: APPKT00938 - Court AP 3.1.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL FUND					
Moss, Aloicious Rhizo	INV0006856	02/23/2024	Bail Refund - Moss, Aloicious...	100-000-20200	560.00
Fund 100 - GENERAL FUND Total:					560.00
Grand Total:					560.00



Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	560.00
Grand Total:	560.00

Account Summary

Account Number	Account Name	Expense Amount
100-000-20200	Court - Bail	560.00
Grand Total:		560.00

Project Account Summary

Project Account Key	Expense Amount
**None**	560.00
Grand Total:	560.00



St. Helens, OR

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# Expense Approval Register

Packet: APPKT00944 - Court AP 3.7.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL FUND					
Vanaman, Joseph Mitchell	INV0006909	03/05/2024	Bail Refund Vanaman, Joseph..	100-000-20200	750.00
Fund 100 - GENERAL FUND Total:					750.00
Grand Total:					750.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	750.00
Grand Total:	750.00

Account Summary

Account Number	Account Name	Expense Amount
100-000-20200	Court - Bail	750.00
Grand Total:		750.00

Project Account Summary

Project Account Key	Expense Amount
**None**	750.00
Grand Total:	750.00



St. Helens, OR

# Expense Approval Register

Item #7.

Packet: APPKT00939 - AP 3.8.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 100 - GENERAL FUND</b>					
COMMUNICATIONS NORTH...	79891	03/04/2024	EARPIECE	100-705-52086	305.98
NET ASSETS CORPORATION	95-202402	03/04/2024	ESCROW TITLE SERVICES	100-707-52019	422.00
VERIZON	9957200937	03/04/2024	John Walsh	100-701-52010	40.81
VERIZON	9957200937	03/04/2024	CRYSTAL KING	100-701-52010	46.39
VERIZON	9957200937	03/04/2024	Hot Spot	100-701-52010	47.07
VERIZON	9957200937	03/04/2024	MAYOR SCHOLL IPAD	100-703-52001	40.81
VERIZON	9957200937	03/04/2024	PD JETPACK2	100-705-52010	40.81
VERIZON	9957200937	03/04/2024	PD JETPACK1	100-705-52010	40.81
VERIZON	9957200937	03/04/2024	SUZANNE BISHOP	100-706-52003	41.29
VERIZON	9957200937	03/04/2024	Gloria Butsch	100-707-52001	51.00
VERIZON	9957200937	03/04/2024	TORY SHELBY	100-708-52010	41.29
VERIZON	9957200937	03/04/2024	CAMERON PAGE	100-708-52010	41.29
VERIZON	9957200937	03/04/2024	RECREATION CENTER	100-709-52010	40.81
VERIZON	9957200937	03/04/2024	RECREATION CENTER	100-709-52010	41.29
VERIZON	9957200937	03/04/2024	REC PHONE	100-709-52010	42.16
VERIZON	9957200937	03/04/2024	BUILDING DEPT IPAD	100-711-52010	40.81
VERIZON	9957200937	03/04/2024	MIKE DEROIA	100-711-52010	46.39
VERIZON	9957200937	03/04/2024	CONSTRUCTION INSPECTOR	100-711-52010	40.81
VERIZON	9957200937	03/04/2024	971-668-9722 Arlo 2	100-712-52010	47.41
VERIZON	9957200937	03/04/2024	MATT FUNK	100-712-52010	46.39
VERIZON	9957200937	03/04/2024	DARIN COX	100-712-52010	46.39
VERIZON	9957200937	03/04/2024	971-668-9721 Arlo 1	100-712-52010	47.41
AMY C NEVITT	001	03/06/2024	SEWING CLASS	100-709-52019	416.50
AMY C NEVITT	002	03/06/2024	SEWING CLASS	100-709-52019	147.00
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	100-705-52023	75.27
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	100-708-52001	210.96
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	100-708-52023	369.33
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	100-715-52023	1.26
CENTURY LINK	02.25.24	03/06/2024	966B	100-712-52010	338.14
MCNULTY WATER	02.26.23 1196	03/06/2024	MILLARD WETLANDS/HOSPI...	100-715-52003	12.00
ACE HARDWARE - ST. HELENS	02.29.24 60174	03/06/2024	ACE MATERIALS ACCT 60174	100-706-52023	8.99
ACE HARDWARE - ST. HELENS	02.29.24 60174	03/06/2024	ACE MATERIALS ACCT 60174...	100-708-52001	-8.82
ACE HARDWARE - ST. HELENS	02.29.24 60174	03/06/2024	ACE MATERIALS ACCT 60174	100-708-52001	26.99
ACE HARDWARE - ST. HELENS	02.29.24 60174	03/06/2024	ACE MATERIALS ACCT 60174	100-715-52023	11.99
ACE HARDWARE - ST. HELENS	02.29.24 60176	03/06/2024	MATERIALS ACE ACCT 60176 ...	100-708-52001	-11.00
ACE HARDWARE - ST. HELENS	02.29.24 60176	03/06/2024	MATERIALS ACE ACCT 60176 ...	100-708-52001	42.99
ACE HARDWARE - ST. HELENS	02.29.24 60177	03/06/2024	ACE ACCT 60177 MATERIALS	100-705-52001	18.58
ACE HARDWARE - ST. HELENS	02.29.24 60177	03/06/2024	ACE ACCT 60177 MATERIALS	100-705-52023	59.99
ACE HARDWARE - ST. HELENS	02.29.24 60177	03/06/2024	ACE ACCT 60177 MATERIALS...	100-705-52023	-7.86
ACE HARDWARE - ST. HELENS	02.29.24 60181	03/06/2024	ACE MATERIALS ACCT 60181	100-715-52023	11.98
SUNSET AUTO PARTS INC - N...	02.29.24	03/06/2024	AUTO PARTS ACCT 6355	100-705-52098	105.90
MCNULTY WATER	02.6.23 1197	03/06/2024	MILLARD WETLANDS/HOSPI...	100-715-52003	12.00
EMIA YORK	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
BOB VAN DICK	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
SHIRLEY KELLER	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
TERESA BRAME	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
BRADY PREHEIM	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
JAMES PATTERSON	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
JOSHUA HENNINGSEN	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
COREY OLIVER	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
TABITHA WOLFER	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
DANNY JACKSON	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
TRICIA WHITNEY	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00

## Expense Approval Register

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMANDA HEYNEMANN	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
KRISTINA PORTER	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
COLIN NELSON	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
CHARLES CLARK	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
VICTORIA HAND	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
SCOTT LAWSON	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
JULIE SIMPSON	03.04.24	03/06/2024	JURY DUTY PAY	100-704-52019	10.00
DEVAN LEE	03.06.24	03/06/2024	REFEREE 2.10.24 2.17.24 2.24..	100-709-52019	305.00
CAMERON COX	03.06.24	03/06/2024	REFEREE 2.10.24 2.17.24 2.24..	100-709-52019	385.00
GIBSON ROBERT TOLLES	03.06.24	03/06/2024	REFEREE 02.10.24 2.17.24 2....	100-709-52019	345.00
D'AYE S DAVIDSON	03.06.24	03/06/2024	REFEREE 02.10.24 2.17.24 2....	100-709-52019	180.00
ISABELLA MEUCHEL	03.06.24	03/06/2024	BASKETBALL REFEREE 20 PER...	100-709-52019	305.00
KAIDEN LEE	03.06.24	03/06/2024	REFEREE 02.10.24 2.17.24 2....	100-709-52019	280.00
MADELYN HANCOCK	03.06.24	03/06/2024	REFEREE 2.10.24 2.17.24 2.24..	100-709-52019	335.00
LANDEN COX	03.06.24	03/06/2024	REFEREE 2.10.24 2.17.24 2.24..	100-709-52019	425.00
MOLLY MATCHAK	05	03/06/2024	JANITORIAL	100-705-52023	1,470.00
MOLLY MATCHAK	05	03/06/2024	JANITORIAL	100-715-52023	1,525.33
MOLLY MATCHAK	06	03/06/2024	JANITORIAL	100-706-52023	140.00
CULLIGAN	0794179	03/06/2024	BOTTLED WATER POLICE	100-705-52019	36.08
CARDINAL SERVICES INC	1233865	03/06/2024	TEMPORARY EMPLOYMENT-...	100-706-52023	651.70
CARDINAL SERVICES INC	1233865	03/06/2024	TEMPORARY EMPLOYMENT-...	100-708-52023	69.82
CARDINAL SERVICES INC	1233865	03/06/2024	TEMPORARY EMPLOYMENT-...	100-709-52023	186.20
SOUTH COLUMBIA COUNTY ...	2024-21	03/06/2024	ANNUAL BANQUET-PARTNER...	100-703-52041	500.00
ALLSTREAM	20313270	03/06/2024	ALLSTREAM PHONE ACCT 75...	100-712-52010	144.43
CHAVES CONSULTING INC	213468	03/06/2024	MONTHLY USER FEE PER USE...	100-702-52019	185.10
SECURE PACIFIC CORPORATI...	400426	03/06/2024	REPLACED BATTERY ON MON...	100-708-52023	212.40
SOLV BUSINESS SOLUTIONS	437237	03/06/2024	AP CHECKS	100-707-52001	258.65
METRO PLANNING INC	6150	03/06/2024	WEB GIS	100-710-52001	160.00
METRO PRESORT	IN663436	03/06/2024	UB BILL PRINTING	100-707-52008	242.52
METRO PRESORT	IN663436	03/06/2024	UB BILL PRINTING	100-707-52009	411.94
Fund 100 - GENERAL FUND Total:					12,375.78
Fund: 201 - VISITOR TOURISM					
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	201-000-52028	28.99
MASONIC BUILDING LLC	03.06.24	03/06/2024	LEASE PAYMENT SEPT	201-000-52130	16,500.00
E2C	4528	03/06/2024	MONTHLY MARKETING TINA ...	201-000-52019	10,000.00
Fund 201 - VISITOR TOURISM Total:					26,528.99
Fund: 202 - COMMUNITY DEVELOPMENT					
ACE HARDWARE - ST. HELENS	02.29.24 60181	03/06/2024	ACE MATERIALS ACCT 60181	202-722-52019	40.56
NW NATURAL GAS	02-2024	03/06/2024	NATURAL GAS 1300 KASTER ...	202-722-52003	72.89
ELAINE HOWARD CONSULTI...	03.24.24	03/06/2024	AGENCY MEETING PREPARAT...	202-721-52051	945.00
Fund 202 - COMMUNITY DEVELOPMENT Total:					1,058.45
Fund: 203 - COMMUNITY ENHANCEMENT					
CARDINAL SERVICES INC	1233865	03/06/2024	TEMPORARY EMPLOYMENT-	203-709-50001	2,669.98
CARDINAL SERVICES INC	1233949	03/06/2024	TEMPORARY EMPLOYMENT	203-709-50001	209.89
Fund 203 - COMMUNITY ENHANCEMENT Total:					2,879.87
Fund: 601 - WATER					
CITY OF COLUMBIA CITY	02.26.24	03/04/2024	001754-001	601-732-52003	87.48
ADVANCED ELECTRICAL	217927	03/04/2024	REPLC PARTS WP 451 PLYM...	601-732-52001	5,502.75
ONE CALL CONCEPTS INC	400426	03/04/2024	REGULAR / MODEM DELIVER...	601-731-52019	76.75
VERIZON	9957200937	03/04/2024	WFF CREW	601-732-52010	69.38
LAWRENCE OIL COMPANY	CFSI-19254	03/04/2024	247752 WATER	601-732-52022	144.79
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	601-731-52001	58.93
ACE HARDWARE - ST. HELENS	02.29.24 60181	03/06/2024	ACE MATERIALS ACCT 60181	601-731-52001	193.18
ACE HARDWARE - ST. HELENS	02.29.24 60181	03/06/2024	ACE MATERIALS ACCT 60181...	601-731-52001	-48.64
SUNSET AUTO PARTS INC - N...	02.29.24	03/06/2024	AUTO PARTS ACCT 6355	601-731-52001	81.13
DON'S RENTAL	02.29.24	03/06/2024	MUD MIXER	601-731-52001	66.30
BEAVER BARK	236726	03/06/2024	FIR BARK	601-731-52001	240.00
CORE & MAIN	U387075	03/06/2024	MATERIALS	601-731-52001	467.75
Fund 601 - WATER Total:					6,939.80

## Expense Approval Register

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 603 - SEWER</b>					
ONE CALL CONCEPTS INC	400426	03/04/2024	REGULAR / MODEM DELIVER...	603-735-52019	76.75
VERIZON	9957200937	03/04/2024	AARON KUNDERS	603-736-52010	13.76
VERIZON	9957200937	03/04/2024	WWTP STAFF	603-736-52010	13.75
VERIZON	9957200937	03/04/2024	SAM ORTIZ	603-736-52010	13.75
VERIZON	9957200937	03/04/2024	AARON KUNDERS	603-737-52010	13.75
VERIZON	9957200937	03/04/2024	WWTP STAFF	603-737-52010	13.76
VERIZON	9957200937	03/04/2024	SAM ORTIZ	603-737-52010	13.78
VERIZON	9957200937	03/04/2024	AARON KUNDERS	603-738-52010	13.78
VERIZON	9957200937	03/04/2024	WWTP STAFF	603-738-52010	13.78
VERIZON	9957200937	03/04/2024	SAM ORTIZ	603-738-52010	13.76
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	603-735-52001	12.99
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	603-736-52023	253.52
ACE HARDWARE - ST. HELENS	02.29.24 60174	03/06/2024	ACE MATERIALS ACCT 60174	603-736-52023	18.58
ACE HARDWARE - ST. HELENS	02.29.24 60180	03/06/2024	MATERIALS ACE ACCT 60180	603-735-52001	43.98
ACE HARDWARE - ST. HELENS	02.29.24 60180	03/06/2024	MATERIALS ACE ACCT 60180...	603-735-52001	-5.16
ACE HARDWARE - ST. HELENS	02.29.24 60180	03/06/2024	MATERIALS ACE ACCT 60180	603-736-52001	11.78
ACE HARDWARE - ST. HELENS	02.29.24 60180	03/06/2024	MATERIALS ACE ACCT 60180	603-737-52001	11.78
ACE HARDWARE - ST. HELENS	02.29.24 60181	03/06/2024	ACE MATERIALS ACCT 60181	603-736-52023	116.20
SUNSET AUTO PARTS INC - N...	02.29.24	03/06/2024	AUTO PARTS ACCT 6355	603-736-52001	25.23
SUNSET AUTO PARTS INC - N...	02.29.24	03/06/2024	AUTO PARTS ACCT 6355	603-737-52001	125.73
SUNSET AUTO PARTS INC - N...	02.29.24	03/06/2024	AUTO PARTS ACCT 6355	603-737-52001	25.23
COLUMBIA RIVER PUD	03.04.24 38633	03/06/2024	38633 594 S 9 ST POWER	603-737-52003	6,349.07
CARDINAL SERVICES INC	1233865	03/06/2024	TEMPORARY EMPLOYMENT-...	603-736-52023	69.83
ALLSTREAM	20313270	03/06/2024	ALLSTREAM PHONE ACCT 75...	603-736-52010	72.21
ALLSTREAM	20313270	03/06/2024	ALLSTREAM PHONE ACCT 75...	603-737-52010	72.21

Fund 603 - SEWER Total: 7,403.80

**Fund: 703 - PW OPERATIONS**

VERIZON	9957200937	03/04/2024	SHARON DARROUX	703-733-52010	74.49
VERIZON	9957200937	03/04/2024	TIM UNDERWOOD	703-733-52010	41.29
VERIZON	9957200937	03/04/2024	Engineering I Phone	703-733-52010	41.29
VERIZON	9957200937	03/04/2024	ALEX BIRD	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	PW SPARE 4	703-734-52010	40.81
VERIZON	9957200937	03/04/2024	SCOTT HARRINGTON	703-734-52010	23.81
VERIZON	9957200937	03/04/2024	JULIAN ZIRKLE	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	PW SPARE 3	703-734-52010	40.81
VERIZON	9957200937	03/04/2024	DAVE ELDER	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	SCOTT WILLIAMS	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	PW SPARE2	703-734-52010	40.81
VERIZON	9957200937	03/04/2024	PW SPARE	703-734-52010	40.81
VERIZON	9957200937	03/04/2024	ROGER STAUFFER	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	RYAN POWERS	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	ETHAN STERLING	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	BRETT LONG	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	MOUHAMAD ZAHER	703-734-52010	1,268.55
VERIZON	9957200937	03/04/2024	CURT LEMONT	703-734-52010	23.81
VERIZON	9957200937	03/04/2024	BUCK TUPPER	703-734-52010	41.29
VERIZON	9957200937	03/04/2024	Alex Bird	703-734-52010	40.81
VERIZON	9957200937	03/04/2024	PW Utility 1	703-734-52010	40.81
VERIZON	9957200937	03/04/2024	PW Utility 2	703-734-52010	40.81
VERIZON	9957200937	03/04/2024	PW Utility 3	703-734-52010	40.81
LAWRENCE OIL COMPANY	CFSI-19254	03/04/2024	247750 PUBLIC WORKS	703-734-52022	72.78
LAWRENCE OIL COMPANY	CFSI-19254	03/04/2024	247748 PUBLIC WORKS	703-734-52022	1,140.14
EMPLOYMENT TAX -STATE OF..	00502106-8	03/06/2024	N FORD UNEMPLOYMENT CL...	703-733-51015	1,563.66
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	703-734-52001	-57.25
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	703-734-52023	6.49
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	703-739-52001	100.00
DAHLGREN'S DO IT BEST BUI...	02.24.24 10026	03/06/2024	BUILDING SUPPLIES ACCT 10...	703-739-52023	245.00
ACE HARDWARE - ST. HELENS	02.29.24 60174	03/06/2024	ACE MATERIALS ACCT 60174	703-739-52001	21.58
ACE HARDWARE - ST. HELENS	02.29.24 60176	03/06/2024	MATERIALS ACE ACCT 60176 ...	703-739-52023	50.96

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ACE HARDWARE - ST. HELENS	02.29.24 60176	03/06/2024	MATERIALS ACE ACCT 60176 ...	703-739-52023	-8.30
ACE HARDWARE - ST. HELENS	02.29.24 60181	03/06/2024	ACE MATERIALS ACCT 60181	703-734-52023	124.19
SUNSET AUTO PARTS INC - N...	02.29.24	03/06/2024	AUTO PARTS ACCT 6355	703-739-52099	784.29
OREGON OCCUPATIONAL M...	114015	03/06/2024	EXAM	703-734-52019	109.00
METRO PLANNING INC	6150	03/06/2024	WEB GIS	703-733-52019	185.00
Fund 703 - PW OPERATIONS Total:					6,508.87
Grand Total:					63,695.56

**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
100 - GENERAL FUND	12,375.78
201 - VISITOR TOURISM	26,528.99
202 - COMMUNITY DEVELOPMENT	1,058.45
203 - COMMUNITY ENHANCEMENT	2,879.87
601 - WATER	6,939.80
603 - SEWER	7,403.80
703 - PW OPERATIONS	6,508.87
<b>Grand Total:</b>	<b>63,695.56</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Expense Amount</b>
100-701-52010	Telephone	134.27
100-702-52019	Professional Services	185.10
100-703-52001	Operating Supplies	40.81
100-703-52041	Community Support	500.00
100-704-52019	Professional Services	180.00
100-705-52001	Operating Supplies	18.58
100-705-52010	Telephone	81.62
100-705-52019	Professional Services	36.08
100-705-52023	Facility Maintenance	1,597.40
100-705-52086	Tactical	305.98
100-705-52098	Enterprise Fleet Mainte...	105.90
100-706-52003	Utilities	41.29
100-706-52023	Facility Maintenance	800.69
100-707-52001	Operating Supplies	309.65
100-707-52008	Printing	242.52
100-707-52009	Postage	411.94
100-707-52019	Professional Services	422.00
100-708-52001	Operating Supplies	261.12
100-708-52010	Telephone	82.58
100-708-52023	Facility Maintenance	651.55
100-709-52010	Telephone	124.26
100-709-52019	Professional Services	3,123.50
100-709-52023	Facility Maintenance	186.20
100-710-52001	Operating Supplies	160.00
100-711-52010	Telephone	128.01
100-712-52010	Telephone	670.17
100-715-52003	Utilities	24.00
100-715-52023	Facility Maintenance	1,550.56
201-000-52019	Professional Services	10,000.00
201-000-52028	Projects & Programs	28.99
201-000-52130	Building Lease & Utilities	16,500.00
202-721-52051	Urban Renewal	945.00
202-722-52003	Utilities	72.89
202-722-52019	Professional Services	40.56
203-709-50001	Wages	2,879.87
601-731-52001	Operating Supplies	1,058.65
601-731-52019	Professional Services	76.75
601-732-52001	Operating Supplies	5,502.75
601-732-52003	Utilities	87.48
601-732-52010	Telephone	69.38
601-732-52022	Fuel	144.79
603-735-52001	Operating Supplies	51.81
603-735-52019	Professional Services	76.75
603-736-52001	Operating Supplies	37.01
603-736-52010	Telephone	113.47
603-736-52023	Facility Maintenance	458.13
603-737-52001	Operating Supplies	162.74
603-737-52003	Utilities	6,349.07



Account Summary

Account Number	Account Name	Expense Amount
603-737-52010	Telephone	113.50
603-738-52010	Telephone	41.32
703-733-51015	Other Benefits	1,563.66
703-733-52010	Telephone	157.07
703-733-52019	Professional Services	185.00
703-734-52001	Operating Supplies	-57.25
703-734-52010	Telephone	2,014.26
703-734-52019	Professional Services	109.00
703-734-52022	Fuel	1,212.92
703-734-52023	Facility Maintenance	130.68
703-739-52001	Operating Supplies	121.58
703-739-52023	Facility Maintenance	287.66
703-739-52099	Equipment Operations	784.29
Grand Total:		63,695.56

Project Account Summary

Project Account Key	Expense Amount
**None**	63,695.56
Grand Total:	63,695.56