



CITY COUNCIL WORK SESSION

Wednesday, February 05, 2020

265 Strand Street, St. Helens, OR 97051

www.ci.st-helens.or.us

Welcome!

All persons planning to address the Council, please sign-in at the back of the room. When invited to provide comment regarding items not on tonight's agenda, please raise your hand to be recognized, walk to the podium in the front of the room to the right, and state your name only. You are not required to give your address when speaking to the City Council. If you wish to address a specific item on the agenda, you should make your request known to the Mayor as soon as possible before the item comes up. The Council has the authority to grant or deny your request. Agenda times and order of items are estimated and are subject to change without notice.

1. **1:00 P.M. - Call Work Session to Order**
2. **Visitor Comments - Limited to five (5) minutes per speaker**
3. **Discussion Topics**
 - 3.A. Annual Report from City Forester - Brent Keller of Mason, Bruce & Girard
[CityOfStHelens_REPORT_MBG_February2020.pdf](#)
 - 3.B. 2020 Legislative Session Priorities - Rachael
[2020_Priorities_LOC.0120.pdf](#)
[Leg preview.2020.012720 \(002\).pdf](#)
 - 3.C. Discussion regarding 1st Street & St. Helens Street Intersection Improvements - Sue
[1st_St_Helens_Concept_1-16-2020.pdf](#)
 - 3.D. Request for Support from St. Helens High School Chor Leonis - Eric Stearns
 - 3.E. Planning Division Report - Jenny
 - 3.F. Discuss Citizens Day in the Park - Mayor Scholl
 - 3.G. Discuss RFP for Riverfront Development - Mayor Scholl

The St. Helens City Council Chambers are handicapped accessible. If you wish to participate or attend the meeting and need special accommodation, please contact City Hall at 503-397-6272 in advance of the meeting.

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For more information or for an application, stop by City Hall or call 503-366-8217.**

3.H. Review Public Works Director Job Description & Recruitment Timeline - John

3.I. Discuss Council's 2020 Goals - John
[Council goals.2019_20.pdf](#)

4. **Department Reports**

4.A. Administration & Community Development Department Report
[ADMIN & CD Dept Report.pdf](#)

5. **Council Reports**

6. **Other Business**

7. **Adjourn**

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

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

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

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City of St Helens
Milton Creek Watershed
Annual Forest Management Review
February 5, 2020

2019 REVIEW & 2020 ACTIVITIES

2019 Review

- **‘Section-28’ Timber Sale**
 - 52-acres – Complete
 - 1.34 million board feet
 - \$863,000 of income
 - \$681 per thousand-board-feet Douglas-fir bid price
 - Sold in 2018 at the peak of historically high log market
- **Slashing**
 - 65-acres (See Map on Page-5)
 - Age 5-10 years
 - Vine Maple & Scotch Broom competing with seedlings
 - Hand cut brush to allow seedlings freedom to grow

2020 Activities

- **Pre-Commercial Thinning**
 - 65-acres (See Map on Page-5)
 - Age 20-years
 - Overstocked: 400+ Trees Per Acre
 - 200-250 Trees Per Acre following thinning

City of St Helens
Milton Creek Watershed
Annual Forest Management Review
February 5, 2020

TIMBER MARKET ANALYSIS

Current Sawlog Market

Current Prices

In February 2020, *small Douglas-fir saw log* (5 to 14-inch diameter) delivered prices in the local area range from **\$600-\$700** per MBF. This price range is the same as this time last year.

Current Trend

Small log inventories at local sawmills are currently at full capacity. These mills mostly produce dimension lumber (2x4, 2x6, etc) that is widely used in the construction industry. Prices are at the 10-year average and have generally remained flat for the last year. By all measures, the housing market remains strong, which is the key driver for the type of timber owned by the City of St Helens. Until lumber prices markedly increase, log prices should remain in their current range. Logs continue to freely flow to market as the winter remains mild in the Pacific Northwest.

The current inventory of City of St Helens timber features mostly small Douglas-fir saw logs. In the current market, Douglas-fir stumpage prices for City of St Helens timber would range from **\$400-\$500** per MBF.

City of St Helens Milton Creek Watershed Annual Forest Management Review February 5, 2020

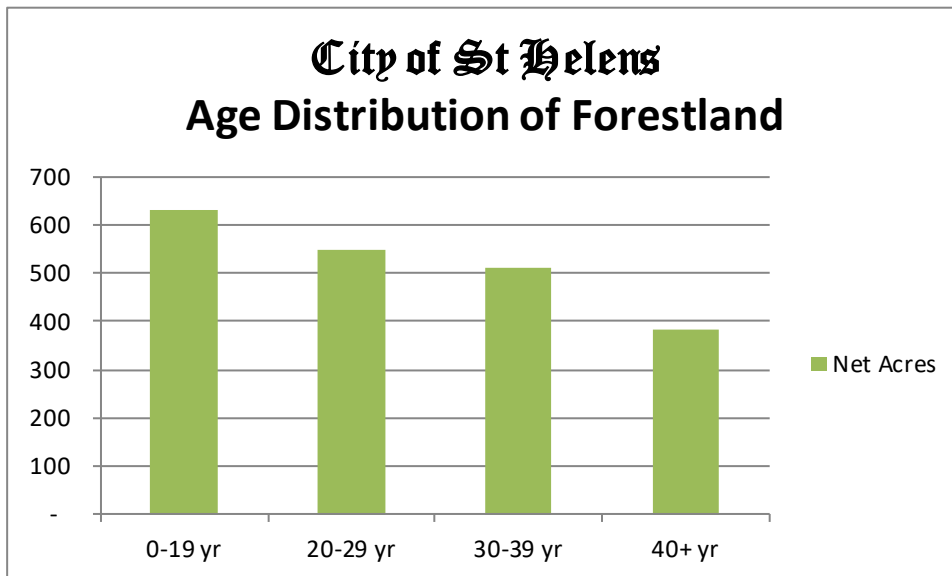
MANAGEMENT PLANNING

Future Outlook

City of St Helens Forest Composition

The Milton Creek Watershed contains 2,075-acres of Commercial Forestland. The oldest available stand of timber is now 50-years of age. There are roughly 330-acres of timber age 40 or greater. Within 5 to 10 years, over 400-acres will move into the 40+ year category. During and leading up to that time, the City will have the option of a sustainable annual or at least semi-annual harvest program.

Age Distribution of City of St Helens Forestland



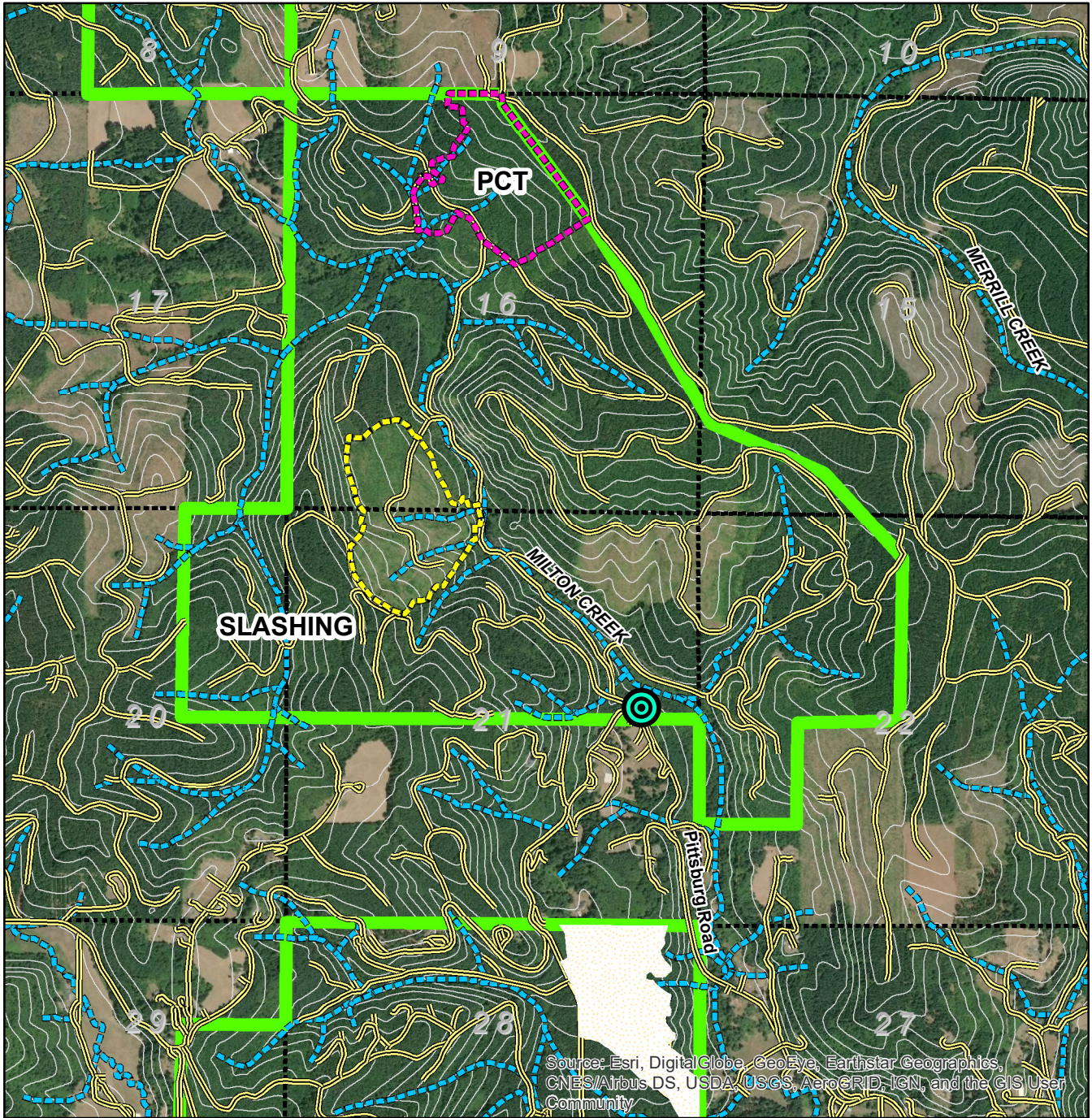
City of St Helens
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Future Harvesting Options

The City currently has 235-acres of readily available merchantable timber, comprised of four separate stands. (See Map on Page-6) In the next few years the City will be able to begin budgeting income from a timber sale at least every other year.

Provided the log market is at “normal” levels, I recommend selling one of these stands in the next few years, as we move toward an annual or at least semi-annual harvest program.

**City of St Helens
2019-2020 Silviculture Overview
Slashing (65-acres)
Pre-Commercial Thinning (65-acres)**



Township 5 North - Range 2 West



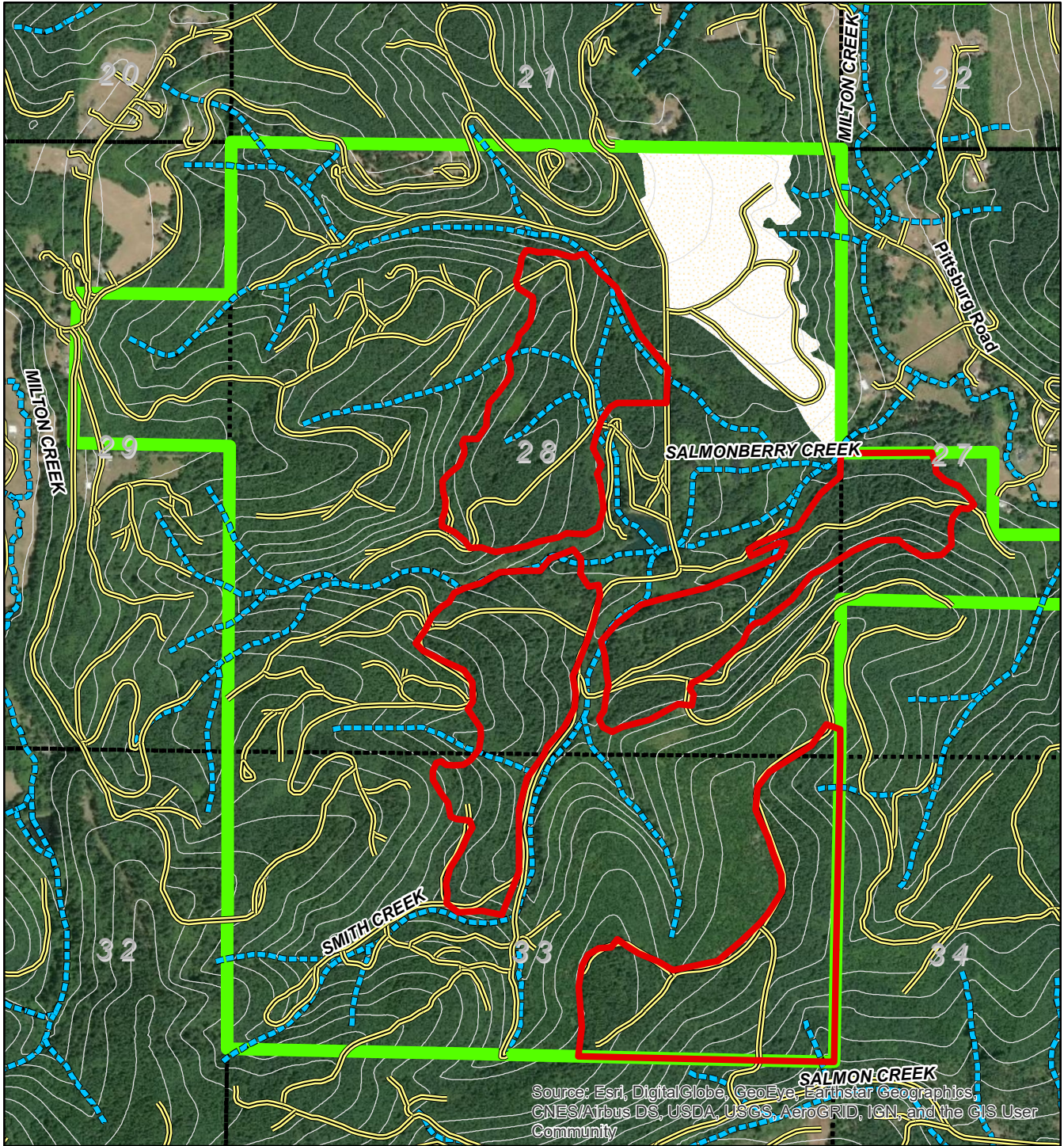
1 inch = 2,000 feet



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

Projection: NAD83, State Plane Oregon North

City of St Helens Future Timber Sales



Township 5 North - Range 2 West

	FUTURE SALES		Roads
	'Section-28' Sale		Streams
	Ownership		Contours (40ft)
	Sections		



1 inch = 1,320 feet

MB&G
Since 1921



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Projection: NAD83, State Plane Oregon North



Building Codes

- Preserve Third-Party Building Inspections



Housing & Development

- System Development Charges
- Support Housing Planning Implementation
- Affordable Housing Property Tax Exemptions Updates



General Government

- Public Records
- Police Accountability



Public Contracting

- Oppose Prevailing Wage Mandates for Economic Incentives



Mental Health

- Community Mental Health Funding



Telecommunications and Broadband

- Support the Rural Telecommunication Investment Act



Transportation

- Speed Safety



Tax and Finance

- Lodging Tax Conversations
- Farm Machinery Exemption Clarification
- Liquor Tax Changes
- Property Tax Reform



Water

- Stored Water Transfers
- Septic Loan Funding
- OWRD Funding for Basin-Specific Needs

Key Budget Requests for the 2020 Session

LOC had some success with funding requests during the 2019 session but remain committed to advocate for service delivery and investment gaps important to communities across Oregon.

The following budget requests reflect an investment in Oregon's communities by addressing mental health needs, affordable housing, and water infrastructure.

Mental Health Funding:

Certified community mental health clinics	\$15 million	OHA
Formula only considers Oregon State Hospital population. OSH case load has shifted to community-based treatment facilities, but funding has dropped. Need to restore funding to match the actual case load.	\$9 million	OHA

Housing and Development:

SDC reimbursement for affordable housing. HB 3405 (Rep. Lewis)	\$750,000 biennium	OHCS
Repurpose DLCDC funds for technical assistance in HB 2003 to meet DAS expenditure deadlines. HB 2003 directed resources to help local governments implement new planning mandates, however statutory timelines in HB 2003 exceed the biennium, preventing these needed resources from supporting local government implementation	\$1 million	DLCD

Public Drinking Water Protections:

Septic loan fund	\$2 million	DEQ
Harmful Algal Bloom - Lab equipment, FTEs	\$310,000	DEQ

Water Infrastructure Needs:

Dam safety needs	\$2 million	OWRD
Willamette Basin Complex Water Issues	\$581,394	OWRD
Complex Water Issues Funding	\$898,391	OWRD
Place-based water resources planning	\$200,000	OWRD
Strategic Implementation Areas	\$276,000	ODA

Budget asks are highlighted through the document and accompanied by the \$ symbol.

Building Codes

- ***Third-Party Building Inspection:*** Likely find administrative process that would allow the use of third-party building inspection program to exist for smaller, frontier communities in Oregon.

Questions? Contact Jim McCauley at jmccauley@orcities.org

Housing and Development

- ***System Development Charges:*** Rep. Lewis plans to reintroduce a bill ([HB 3405](#)) that would provide state funds to cover local system development charges for the development of affordable housing. LOC will support efforts from the State to provide additional resources to local governments to increase the development of affordable housing.

💰 \$750,000 per biennium, CSL until sunset date of June 30, 2027.

- ***Housing Planning Implementation:*** LOC is supporting the rulemaking process for HB 2001 and HB 2003 and will pursue opportunities to further the Legislature's understanding and support for additional technical assistance and infrastructure resources that enable cities to fully implement these new requirements and support the development of needed housing.

💰 Support DLCD's request to repurpose \$1M in technical assistance funds allocated by HB 2003 in order to meet DAS expenditure deadlines for the biennium. HB 2003 clearly intended to direct resources to help local governments implement new housing planning mandates, however the statutory timelines in HB 2003 exceed the biennium, preventing these needed resources from supporting local government implementation.

- ***Affordable Housing Property Tax Exemptions Updates:*** Home Forward in Multnomah County is working on a bill to update an existing local option property tax exemption (ORS 307.541) to align with new Low-Income Housing Tax Credit (LIHTC) rules. LOC will be reviewing this proposal to make sure it aligns with LOC's overall effort. In Portland, the Homebuyer Opportunity Limited Tax Exemption (HOLTE) allows the city to forgo property tax revenues in order to incentivize affordable homeownership opportunities. Currently, construction of a home must be completed within two years to qualify for the tax exemption. However, this can be a barrier for nonprofit developers and the narrow window puts low- and moderate-income housing units at risk of losing eligibility for the tax benefit. LOC

supports increasing flexibility in HOLTE to extend construction period eligibility for up to two more years if progress is being made with construction.

Questions? Contact Ariel Nelson at anelson@orcities.org

General Government

- ***Public Records:*** Any changes made to existing public records legislation must keep to the intent and spirit of the consensus product from 2017. The Public Record Council should remain a balanced body to resolve public records issues between record requesters and agencies. Further, the advocate should be accountable to elected official(s).
- ***Police Accountability:*** Support effort to allow employers greater discretion in holding police officers accountable for acts that should result in termination. LOC will support and advocate for legislation that unanimously by the Senate in 2019 in 2020.

Questions? Contact Scott Winkels at swinkels@orcities.org

Public Contracting

- ***Prevailing Wage Rate in E-Zones (defensive position):*** LOC is currently serving on an interim workgroup related to a 2019 bill that did not pass. (HB 2408) would have applied prevailing wage rate to private projects if they receive a tax incentive/abatement. LOC is highly concerned that attaching onerous requirements to a proven incentive program that has bought local communities' incredible investment will negate the incentive and negatively impact the ability of local communities to attract economic development opportunities. We are hopeful that a compromise can be found through the workgroup process.

Questions? Contact Tracy Rutten at trutten@orcities.org

Mental Health

- ***Community Mental Health Funding:*** LOC supports funding to stabilize community-based mental health services in partnership with counties and other service providers to support investments that close significant gaps in Oregon's mental health care system. The effects of state underfunded mental health and addiction services are felt acutely in cities across Oregon and have crosscutting impacts with homelessness, housing, law enforcement and other city services.

💰 \$15-20 million for certified community mental health clinics. This is simply to bolster the investment in local providers as we transition away from the state hospital, more resources need to be devoted to community clinics.

💰 \$9 million into the mandated case load formula. The case load formula is constructed to include the Oregon State Hospital case load population. Since a portion of the OSH case load has moved to community-based treatment homes, the overall revenue was reduced, yet the need still exists. LOC, AOC and other advocates are asking for this funding to be restored and fix the formula in 2021 so providers can be made whole.

Questions? Contact Scott Winkels at swinkels@orcities.org

Telecommunications and Broadband

- ***Broadband Investment:*** LOC will support the Rural Telecommunications Investment Act of 2020 (RTIA) sponsored by Rep. Pam Marsh. This bill is a rerun of [HB 2184](#) (2019). The RTIA is expected to provide \$5 million annually for the Oregon Broadband Office for broadband/high-speed internet deployment focused on 25 school districts and 50+ libraries without high speed internet access. The \$5 million dollars will be generated by bringing the wireless users into Oregon's Universal Service Fund (OUSF). Additionally, the overall rate for all users will be reduced to 6% from 8.5%. The goal is to stabilize the OUSF which supports robust, reliable, and affordable advanced communications services in rural Oregon. The LOC along with many other stakeholders have been participating in a coalition to support the Rural Telecommunications Investment Act.

Questions? Contact Jenna Jones at jjones@orcities.org

Transportation

- ***Speed Safety:*** Bring back [HB 2702](#) from 2019, which authorizes ODOT to delegate authority to city or county to establish a designated speed on low-volume or unpaved highways under their jurisdiction to all highways under the jurisdiction of the city or county.

Questions? Contact Jim McCauley at jmccauley@orcities.org

Tax and Finance

- ***Lodging Tax Conversation:*** There are two interim lodging tax workgroups. Rep. Marsh is looking at ways to enhance compliance. Rep. Keny-Guyer is looking at how short-term rentals exacerbate housing issues and whether local governments should have more discretion to spend lodging tax on affordable housing. Whether either of these workgroups will produce a bill for 2020 is unclear, but the League will continue to be involved in any lodging tax legislation.
- ***Farm Machinery Exemption Clarification:*** Rep. Marsh and Rep. Findley are leading a workgroup looking at ways to clarify the property tax exemption for farm machinery. During the 2019 session, advocates brought forward a bill that was described as clarifying policy, but it was clear it would have expanded the exemption and reduced revenue to communities.
- ***Liquor Tax Changes:*** Proponents may bring a bill to reduce taxes on liquor sold out of tasting rooms. Early indications were that advocates would propose a reduction of 83% of the tax on the first 5,000 bottles at each tasting room. The League will weigh any benefits in terms of economic development with costs, including forgone revenue and likely public safety spending.
- ***Property Tax Reform:*** Property tax reform is not likely to be taken up in the short session, but if the legislature plans to make it a priority in 2021 there will need to be some significant work in 2020 to lay the groundwork.

Questions? Contact Mark Gharst at mgharst@orcities.org

Water

- ***Stored Water Transfers:*** LOC is working with the Oregon Farm Bureau, Trout Unlimited and other stakeholders in an effort to negotiate language to reinstate statutory authority for the Oregon Water Resources Department to accept applications to transfer stored water (including the character-of-use/purpose for the stored water as well as the location). LOC continues to believe that the interpretation that OWRD does not have statutory authority to transfer stored water is flawed. However, absent legal challenge, we need to ensure stored water can be transferred.
- ***Septic Loan Funding:*** LOC has been and continues to be in strong support of a program that provides low-interest loans to either repair/replace failing residential or small business septic systems, or to connect failing septic systems to an available municipal/public sewer system. This program is administered through a third-party entity (Craft3) and funded through the Department of Environmental Quality.

However, the program did not receive needed funding during the 2019 legislative session. Additional funding is needed in order to continue to provide loans to low-income Oregonians. This program is important to cities as failing septic systems contribute to water quality challenges and are likely factors in harmful algal blooms in some parts of the state. Many septic systems are within city boundaries, but homeowners struggle to connect to available public sewer systems due to connection costs.

\$ \$2 million for the Septic Loan Fund in DEQ's budget for drinking water protections

- ***OWRD Funding for Basin-Specific Needs:*** LOC supported a budget policy option package (POP 103) during the 2019 session that would have provided needed additional staff at the Oregon Water Resources Department to help specific water basins navigate immediate regional water supply challenges. The basins that we are targeting for enhanced technical assistance through OWRD are the Willamette basin (for efforts to complete a significant reallocation of stored water in the basin) and the Deschutes basin. These basins have specific projects that will require state participation, but the state does not have adequate staffing resources that are necessary.

\$ \$581,394 for Willamette Basin Complex Water Issues

Questions? Contact Tracy Rutten at trutten@orcities.org



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2020 Legislative Session preview

League of Oregon Cities Priorities for 2020 remain an extension of the 2019 priorities set by the League's eight policy committees. During the short session, the LOC government relations team will focus on:

- A broadband bill, **LC 1** (a rerun of HB 2184 that did not pass in 2019);
- Additional mental health resources;
- Water quality infrastructure funding; and
- Working with the governor's office on wildland fire preparedness.

For the City of St. Helens the following bills have a direct impact:

Staff Recommendation - Support:

HB 4084 – Relating to Rural SDC's to support affordable housing. This bill creates a fund within the Oregon Housing and Community Services Department (OHCS) that will pay the SDCs for multifamily residential units for individuals or households at or below 60% of the area median income in rural areas.

Impact on St. Helens – Being outside metro Portland, developers assessed charges here are eligible to apply if they enter into affordable housing covenants to ensure the units are affordable for 10 years. Preference may be given to multifamily housing units for veterans. If passed, this becomes a tool to recruit multifamily affordable housing developers.

HB 4150 – Establishes the Willamette Falls Locks Authority as a public corporation.

XXX Number pending Capitol Construction/Bonding Authority – **Authorizes \$14 Million in lottery bonds for the capital repairs and upgrades needed to reopen the Willamette Falls Locks.**

Impact on St. Helens - The City of St Helens relies on the river for recreation, tourism, and our region is linked to the business, commerce and disaster resiliency of the Willamette River through Portland Harbor and to the south. The economic impacts of reopening the Locks at Willamette will be felt here, downstream in St. Helens and Columbia County. We look to a future with a renewed relationship to the river; with healthy small ports, reinvigorated river-based tourism and renewed historical and natural ties to the Willamette and the Lower Columbia.



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Staff Recommendation - Oppose:

HB 4043 Relating to materials for local water projects. Local government preemption.

Impact on St. Helens - Restrictions or preferences for what type of piping can be used for certain types of projects or certain components of a water project should be left to the discretion of a local governing body and that this should not be preempted by the state. Local governments should be free to set policy on piping materials for: water conservation practices; pressurization concerns for sections of drinking water piping; the ability to easily locate and repair leaks; asset management approaches (life-cycle costs); performance based considerations and ensuring that repairs to water lines are compatible with an existing system and existing piping.

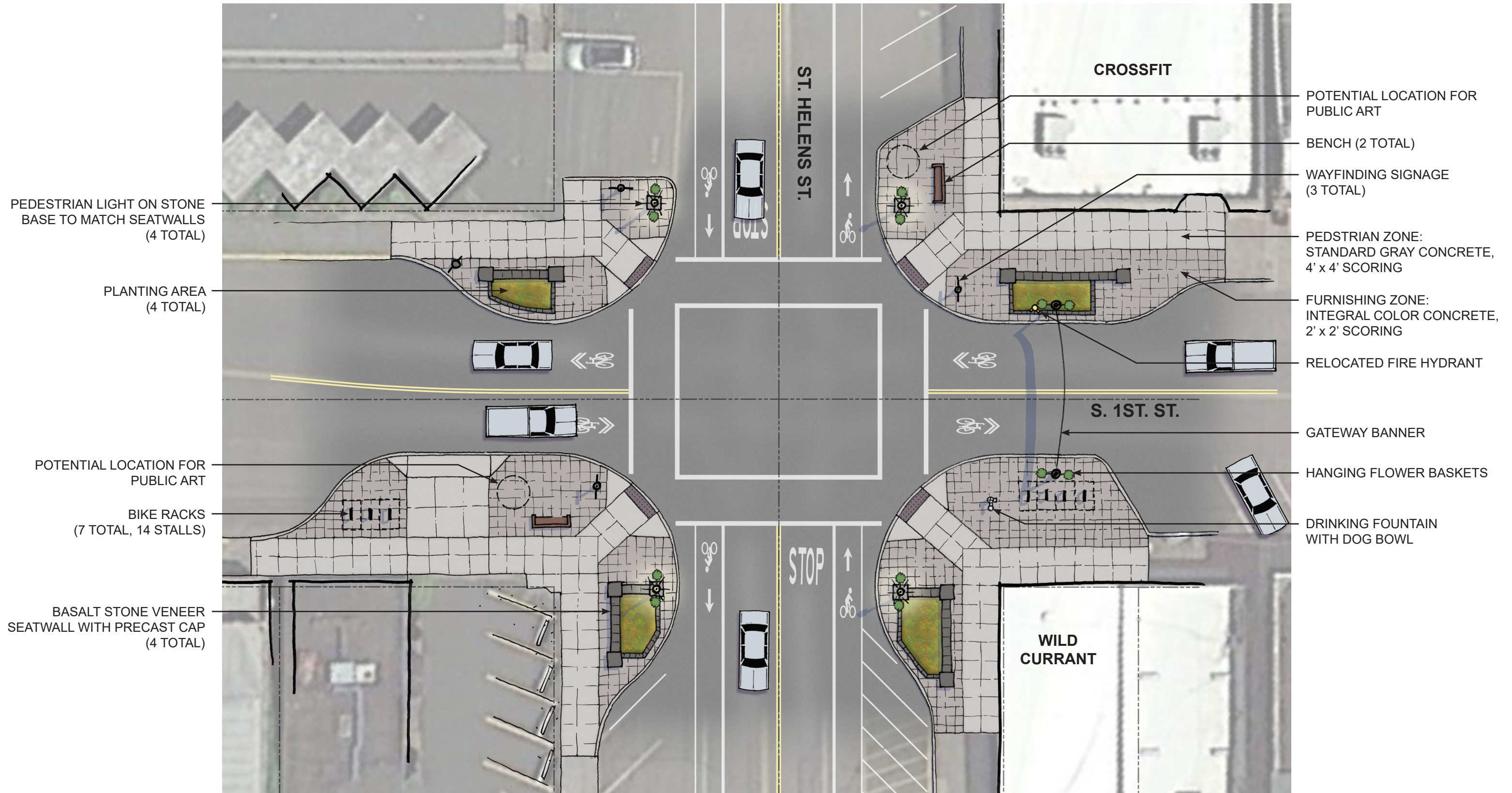
HB 4010 Relating to Opportunity Zones – Temporarily disconnects Oregon from federal Opportunity Zone program and includes federal taxable income for Oregon Tax purposes under section 1400Z-2. Directs Legislative Revenue Officer to study and report on operation and effectiveness. After conducting the study the Revenue shall consult with members and representatives from various groups including local governments. The report shall be made by November 1, 2020 and may include recommendations to achieve partial reconnection to the federal opportunity zone program.

Impact to St Helens – Decrease the attractiveness of investing in our local Opportunity Zone and these zones throughout Oregon. The O-Zone designation was enacted through the 2017 Federal Tax Cuts and Jobs Act and we haven't yet felt the impact of Opportunity Fund investments in our community.

Watching:

SB 1525 Public Contracting - Relating to projects receiving public expenditures (Enterprise Zone Activities). This bill changes the requirements for notifying Enterprise Zone Sponsors. Notice to sponsor would be required when a firm enters into a Project Labor Agreement (PLA). Bill would require additional reporting from Oregon Business Development Department (OBDD/BizOregon) on use of zones. Requires the Oregon Bureau of Labor and Industries (BOLI) to report on efforts to modernize and streamline administration of prevailing wage.

Impact to St. Helens – Additional report to OBDD on January 1 annually on project labor agreements entered into and activities in enterprise zones. * This is a compromise bill that came out of LOC's defensive position to preserve the incentive for local communities.*



PEDESTRIAN LIGHT ON STONE
BASE TO MATCH SEATWALLS
(4 TOTAL)

PLANTING AREA
(4 TOTAL)

POTENTIAL LOCATION FOR
PUBLIC ART

BIKE RACKS
(7 TOTAL, 14 STALLS)

BASALT STONE VENEER
SEATWALL WITH PRECAST CAP
(4 TOTAL)

CROSSFIT

POTENTIAL LOCATION FOR
PUBLIC ART

BENCH (2 TOTAL)

WAYFINDING SIGNAGE
(3 TOTAL)

PEDESTRIAN ZONE:
STANDARD GRAY CONCRETE,
4' x 4' SCORING

FURNISHING ZONE:
INTEGRAL COLOR CONCRETE,
2' x 2' SCORING

RELOCATED FIRE HYDRANT

S. 1ST. ST.

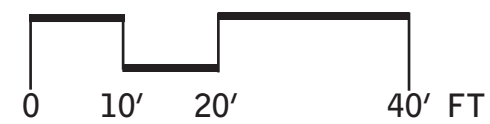
GATEWAY BANNER

HANGING FLOWER BASKETS

DRINKING FOUNTAIN
WITH DOG BOWL

WILD
CURRANT

STOP





SEATWALL WITH PRECAST CAP



PLANTING, SEATWALL, STREET LIGHT ON STONE BASE



STREET BANNER



BENCHES AND PUBLIC ART



SEATWALL AND STONE EDGING



Mission

To provide quality, effective and efficient service to our citizens. By doing so we will:

- Develop and preserve the highest possible quality of life for our residents, businesses and visitors
 - Provide a safe and healthy environment within a sound economic framework
- Provide leadership which is open and responsive to the needs of the community and works for the benefit of all

GOAL 1 - Foster an effective and efficient organizational structure that responds to community needs

- Expand the City Administrator role and responsibilities to provide organization-wide operational management and accountability
- Explore and identify the best way to meet community development needs for the City
- Assess and modify vacated department manager positions, to update roles to meet current organizational and community needs
- City Council to review and modify goals annually

GOAL 2 - Enhance community civic engagement through proactive information sharing and outreach

- Expand the City's information sharing activities by using multiple communication tools for maximum inclusivity
- Explore new and creative opportunities to enhance civic participation
- Engage in collaborative activities with civic and other non-profit organizations to promote civic awareness and dialogue
- Continue to nurture working relationships with agencies, school districts, port, and other local governments

GOAL 3 - Continue to support and enhance a physical environment that promotes livability and safety for the community

- Review and implement the parks and trails master plan as funds are available

GOAL 4 - Expand and support economic development activities and policies that promote local job growth and retention

- Develop an economic development strategy that fosters continued and increased development of long-term family wage local jobs and vocational programs
- Review, identify and implement city policies and programs that promote entrepreneurship, conduct viable business growth and retention
- Continue and refine planning for the St. Helens Industrial Park
- Continue to explore urban renewal ideas to support economic development
- Leverage urban renewal dollars to further economic development investments
- Explore options for economic development administration
- Foster connections between new jobs and supportive training

GOAL 5 - Review, support and implement long-term plans that identify the community's preferred vision and sustainable revenues

- Conduct a community visioning process to identify their preferred vision for St. Helens
- Assess long term revenue projections, anticipate future needs and identify new opportunities for sustainable funding
- Develop a strategic action plan for city projects for the year
- Encourage cultural investment



Memorandum

To: Mayor and City Council

From: John Walsh, City Administrator

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

Date: February 5, 2020

Planning Division Report attached.

Business Licenses Report attached.

City Council Queue attached.

State of the City Debrief attached.

Goal 2 Update is attached.

CITY OF ST. HELENS PLANNING DEPARTMENT ACTIVITY REPORT



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

Date: 1.27.2020

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

DEVELOPMENT CODE ENFORCEMENT

In my October 2019 report, I mentioned the hemp drying and storage business at 514 Milton Way. The draying part created an odor that is enough to require a Conditional Use Permit. Spoke to them again this month; they are just drying and may apply for a CUP if the hemp industry is such that drying makes sense. It sounds like there is an oversupply of hemp, so the economics of it are finicky.

A garage/shop addition was recently completed for a detached single-family dwelling developed property along Gable Road. It was attached to the home with an extra long breezeway that was removed shortly after final inspection. Enforcement letter sent early this month. Variance application subsequently submitted.

An ongoing issue for a couple of years, a living in RV on church property complaint, has finally been resolved. This church is along Gable Road. I made first contact with them in mid-2018 (I think) and Code Enforcement made occasional subsequent contacts. Church leadership kept open communication with us, and though it took some time, we were able to resolve the issue (concern from neighbor) without having to get too aggressive. The RV has inhabited by the assistant pastor.

PLANNING COMMISSION (& *acting* HISTORIC LANDMARKS COMMISSION)

January 14, 2020 meeting (outcome): The commission made a recommendation of approval of an annexation of property along Firlok Park Road (or Boulevard).

As the Historic Landmarks Commission, they recommended approval of adding 260 S. 2nd Street to the City's official historic resource inventory (i.e., the Designated Landmarks Register).

The Commission discussed breezeway attachments for residential accessory structures. No clear consensus. Staff pitched some ideas to potentially include in the text amendments that staff will officially begin. The window of opportunity (time to dedicated to things like text amendments) is essentially over, so if this comes up again, it won't be for several months at least.

The Commission reviewed the end of year summary report. A spike in lot line adjustments this year was noted.

The Commission considered Chair and Vice Chair positions and decided to make no changes for 2020 from 2019.

February 11, 2020 meeting (upcoming): The Commission has two public hearings. One for annexation of property of Windy Ridge Drive and another for an accessor structure variance for property along Gable Road.

COUNCIL ACTIONS RELATED TO LAND USE

At their January 15, 2020 work session:

1. the Council consented to staff's floodplain development and accessory structure (120 to 200 s.f. permit exemption) text amendments. In regards to the floodplain development amendments, the Council voted 4-1 to increase the freeboard for non-residential development to 1 foot instead of 0.
2. The Council discussed the Chase Road access easement to the Millard Road property. The grantor, Pam Rensch, was present and verbally agreed to a 2-year time extension. Current deadline in that agreement from 2009 is March 2020 to vest the easement with development.
3. The Council discussed the Millard Road property zoning. After consideration of the potential park master plan for portions of the site and previous discussions, the Council directed staff to proceed with Mixed Use zoning for the entire property. This aligns with the Planning Commission's consensus from May 14, 2019.

ST. HELENS INDUSTRIAL PARK WETLAND DELINIATION EFFORTS

Our wetland consultant provided updated information to Oregon DSL staff as they continue to work on the wetland concurrence.

Army Corps of Engineers got back to be after inquiring about status last month. We at least know, that don't need to do any more site visits and continue to work on the jurisdictional determination request.

ASSOCIATE PLANNER—*In addition to routine tasks, the Associate Planner has been working on:*
See attached.

Jacob Graichen

From: Jennifer Dimsho
Sent: Tuesday, January 21, 2020 10:02 AM
To: Jacob Graichen
Subject: January Planning Department Report

Here are my additions to the January Planning Department Report.

GRANTS

1. **DLCD's 2019-2021 Technical Assistance Program** – 1/15/20 Council meeting – Grant contract with DLCDC authorized to prepare a *Boise White Paper Industrial Site Master Plan* which will include a parcelization framework and an infrastructure finance planning for the former mill site. Personal Services Agreement executed with consultant. Kickoff and site visit planned for the week of February 10th.
2. **OPRD - Local Government Grant – Campbell Park Improvements** (\$187k) includes replacement of four existing tennis courts and two basketball courts with two tennis flex courts and one flex sport court, adds a picnic viewing area, improves natural stormwater facilities, expands parking, and improves ADA access. Grant deadline is October 2021. Initial cost estimations received from 3-4 companies.
3. **Oregon Community Foundation – Nike Impact Fund – 5th Street Trail Project** (19k) to install approximately 1,000 feet of new off-street trail and a small boardwalk in the undeveloped 5th Street right-of-way. Met CRYC project leader on site and discussed scheduling, tools needed, etc. Flagged entire route. Notice letters to sent to abutting property owners. Vegetation and trash removal by CRYC is anticipated from 1/15-2/15, and trail construction 2/1– 3/15. Exact extent of boardwalk over wetland TBD. Contacted DSL regarding potential wetland.
4. **Travel Oregon - Medium Grants Program (100k)** – Ramsay Signs to replace of the three vehicular panels so that the mileage is more legible this month. They will also be replacing a few other bicycle/pedestrian panels covered on warranty. This work is covered under warranty. PW installed final bicycle route signs. Working on final budget and reimbursement documentation.
5. **EPA – CWA Grant Program** – Council update on 11/20. 50 Plaza Square eligibility received. Work plan in process of development. South 80 follow up work needed to close the loop with DEQ.
6. **CDBG- Columbia Pacific Food Bank Project** – Design/Architectural meeting at Lower Columbia on 12/18. Sub-contract for mechanical and plumbing work initiated. Construction bidding and procurement timeline proposed. Reviewed conceptual site plan and provided feedback.
7. **Certified Local Government – Historic Preservation Grant Program** - Columbia Theater work plan approved through SHPO and met NEPA requirements. Given notice to proceed on new marquee/signage installation!
8. **Safe Routes to School - Columbia Blvd. Sidewalk Project** – Prepared quarterly report due 12/4. Discussed applicability of Sensitive Lands Permit.

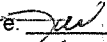
MISC

9. **Columbia View Park Amphitheater** - Prepared memo of research of various outdoor amphitheater and open air band shell contractors to compile a list of options/contractors. Presentation to Council on 1/15/20.
10. Training continued for Community Development Administrative Assistant Christina Sullivan for land use file creation, issuing decisions, and running PC meetings, and preparing PC minutes.
11. **Millard Road Property** –1/15/20 Council discussion regarding zoning, parks inventory, etc.
12. Prepared **2020 Annual Boundary & Annexation Survey (BAS)** for the US Census. This annual survey is especially important this year because the City limits data will be used in the 2020 Census count.
13. Did some file destruction based on our retention schedule, and re-organized planning files in Jacob's office.
14. Trip to Thailand January 23 – February 4!

BUSINESS LICENSE REPORT

City Department Approval: 1/6/2020

The following occupational business licenses are being presented for City approval:

Signature: 
Date: 1.8.20

RESIDENT BUSINESS – RENEWAL 2020

1. *A+ Engraving LLC	Engraving
2. Absolutely U	Hair Styling
3. American Tire Inc.	Tire Sales Wholesales
4. *Bearded Innovations LLC	Firearms Sales
5. Belleza Day Spa & Hair Salon	Da Spa & Hair Salon
6. Bob's Barber Shop	Hair Cutting
7. C. Seger	Secondhand
8. *Camarena Housecleaning	House Cleaning
9. *Christopher T. Agee Renovations	General Contractor
10. Columbia Shores Financial Inc.	Financial Services
11. Counseling & Wellness	Counseling
12. Dang's Little Dragon	Food Cart
13. Dianna's Formal Affair	Formal Wear – Apparel
14. Dockside Steak Pasta	Restaurant
15. Dollar Tree Stores #1947	Retail
16. Dutch Bros. of Col. County, NE & NW Portland	Coffee Stand
17. E@T George's	Food Truck
18. Feathers & Leathers by Heidi Style	Women's Boutique
19. Floyd Harrison	Secondhand Sales
20. Gea Belle Barker LMT	Massage Therapy
21. Gordon Family Plumbing LLC	Plumbing Contractor
22. Graham Consulting	Website & Social Media Design
23. Hacienda Las Juanita's Mexican Food	Truck
24. Hands of Redemption	Health
25. *Hob Nob Brewery	Nano Brewery
26. Hob Nob Brew LLC DBA Hob Nob Brew House	Restaurant/Taproom
27. *Integrity ATMS NW LLC	Managing/Installing ATMs
28. Jeff's Custom Detailing	Auto Detailing
29. Jimikat Inc.	Restaurant & Bar
30. Jo's Grub Shack & Bakery	Food Trailer (Concession)
31. K & B Storage	Storage Units
32. Kathleen Cearley	Resale
33. Kathy Blackburn	Resale Antiques
34. Kell-Clean	Carpet & Window Cleaning
35. Kozy Korner Restaurant/Lounge	Restaurant/Lounge

*Denotes In-Home Business

36.	*Lady Oracle Tarot	Entertainment & Retail Sales
37.	*Larry Chase	Mobile Auto Repair
38.	Les Schwab Tire Center of Portland Inc. #229	Retail Tire Sales
39.	Lessard Strength & Conditioning	Fitness
40.	*Lili's Housekeeping	Housekeeping
41.	Melissa Beisley	Hair Styling
42.	Michael Bernstein	Secondhand
43.	Michael Van Gordon D.M.D	Dental Office
44.	Orpet Inc.	Plastics Recycling
45.	Pastime Tavern	Tavern
46.	Pawsitive Critter Care LLC	Mobile Pet sitting, Dog walking & Grooming
47.	*Protea Painting	Painting
48.	*Ruben's Lawn Service	Yard Maintenance
49.	The Redding Group LLC	Property Management
50.	*Running Dogs Brewery	Brewery (2 nd location 291 S 1)
51.	Sarah's Clips & Curls	Hair Salon
52.	Sherlock's Grocery	Convenience Store
53.	*Simply the Best Cleaning Service	House Cleaning Service
54.	St Helens Auto Body/Cust. Paint	Body Shop
55.	*St. HLNS-Scap. Septic Tank Svc.	Septic Pumping/Drain Cleaning
56.	Stan's Refrigeration & A/C Inc.	Appliance Sales & Service
57.	Tap Into Wine LLC	Retail Wine Store
58.	Teresa Green	Secondhand
59.	Vinnies Chicago Sandwich Shop	Sandwich Shop
60.	*Vital Nutrition Network LLC	Retail online Sales of Vitamins/Supplements
61.	Zhen's Chinese Restaurant Inc.	Restaurant

RESIDENT BUSINESS – NEW 2020

62.	*Healthy Times	Supplement/Food
63.	*Knights Notaries	Traveling Notary
64.	PNW Metal Recycling Inc.	Metal Recycling
65.	Satori Street Mixed Martial Arts	Mixed Martial Arts/Self Defense

NON-RESIDENT BUSINESS - 2020

66.	ABM Industry Groups LLC	Janitorial SVS
67.	Adair Homes Inc.	Construction
68.	All in the Family	Landscape Maintenance
69.	CH Murphy/Clark-Ullman Inc.	Pressure Vessel Fab/Repair
70.	Chinook Plumbing	Journeyman Plumbing
71.	Circle K Construction Inc.	Remodel & New Construction
72.	Dahlgren's Builders Supply	BLDNG Materials/Delivery
73.	Eagle Star Rock Products LLC	Rock Quarry
74.	Frontier Roofing & Construction	Roofing
75.	Gale Contractor Services	Insul./Specialty Subcontract

*Denotes In-Home Business

76.	*Grasshopper Enterprises Inc.	Landscape Clearing & Excavation
77.	Hamman Inc.	Garage Door Repair & Install
78.	HDR Engineering Inc.	Engineering Services
79.	Hoyt Construction Inc.	Flatwork Concrete
80.	Jim Fisher Roofing & Construction Inc.	Roofing
81.	Jim Rensch Construction	General Contractor
82.	Jobin Construction LLC	Excavation
83.	John Luttrell Construction	Construction
84.	JRT Mechanical	Plumbing/HVAC
85.	Kneeland Brothers LLC	General Kneeland
86.	Knez Insulation Company LLC	Insulation Installation
87.	Lovell Construction Inc.	Res. Construction Contract
88.	National Const. Rentals Inc.	Chain Link Fence Rental
89.	North Coast Electric	Wholesale Electric Distr.
90.	NWESTCO LLC	Petroleum & Carwash, Sales, Service & Installation
91.	Pepsi Beverage Company	Beverage Vendor
92.	Portrait Homes Northwest	General Contractor
93.	Pro's Custom Cabinets Inc.	Cabinets
94.	Ramsay Signs Inc.	Service Electrical Signs
95.	Renaud Electric Co. Inc.	Electrical & HVAC
96.	Rofinot Heating Inc.	HVAC Systems
97.	Sarkinen Plumbing Inc.	Service Plumbing
98.	Seven Oaks Development	General Contractor
99.	Southwest Wallboard Inc.	Drywall Contractor
100.	Stanley C. Kennedy Enterprises Inc.	Construction, Fire & Water Restoration
101.	Swersy Construction LLC	Construction
102.	Team H LLC	Handyman
103.	Township-United Building Services LLC	Janitorial Services
104.	URS Corporation	Engineering Consulting Services

RENTALS - 2020

105.	Don Dworschak (APT)	Apartment Rentals
106.	Dorinda Aschoff	Residential Rentals
107.	K & B Ventures	Residential Rentals
108.	Ogan Inc. (Res Rentals)	Residential Rentals
109.	Don Dworschak (Comm'l)	Commercial Rentals
110.	Leonard & Janet Mason	Commercial Rental
111.	Ogan Inc. (Comm. Rentals)	Commercial Rental
112.	The Olde School LLC	Commercial Rental
113.	St. Helens Professional Center	Commercial Rental

MISCELLANEOUS - 2020

114.	Vanguard Plumbing LLC	7 Day
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*Denotes In-Home Business

City of St. Helens

City Council Queue

Council Meeting Date	Issue/Task	Status Update	Person(s)	Deadline Date
				Update Date
				Completion Date
10/2/19	Audobon Society (brought up by Councilor Carlson)			
10/2/19	Local Attorney at City Council Meetings (brought up by Council President Morten)			
	Municipal Broadband		John Walsh	
1/15/20	RV Park Proposal	On hold until the St. Helens Industrial Business Park Master Plan is completed	John Walsh	

State of the City 2020

Saturday January 11, 2020

9:30-10:30 am

St. Helens Middle School Commons
354 N 15th St, St Helens, OR 97051

Why hold this event?

Implementing GOAL 2- Proactive information sharing and outreach

- Public Education on the role and work of a city
- Public education on the resources available, uses of and constraints on funds, time, equipment, talent
- Individual citizen connections to Council and Staff
- Generating buy in and encouraging input
- Inclusion and fostering dialogue
- Feel for community priorities
- Community problem solving
- Actionable inputs (short, medium, long range)

Outreach channels

Internal

Library physical postings lobby, desk, restrooms
Utility bills due 1/10
Recreation users
Newsletter email list
Kiosk
Channel 29
Staff and Volunteers!!

External

Paid ads:

Spotlight, Chronicle Weeks of 12/16, 12/23, 12/30, 1/6

KOHI announcement weeks of 12/30, 1/6

Facebook event (boosted), posts x1

Limited physical flyers (in House print)

School District Communication - email

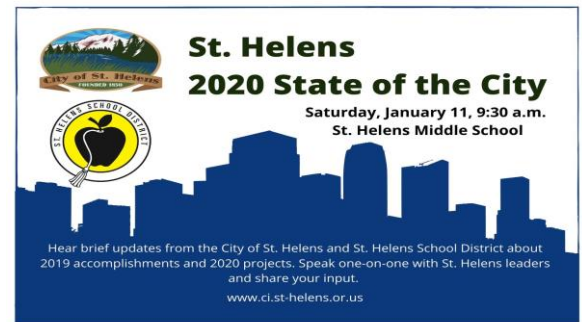
Keep it local – email

Chamber of Commerce - email

Regional leaders (elected, city staff, others) - email and in person

Civic groups – email and in person

Announcement - Please join us for the 2020 State of the City on Saturday January 11th from 9:30 to 10:30 am. Hear updates from the City and School District on the past year's accomplishments and goals for 2020. The event takes place at our new middle school, 354 North 15th Street. Come to learn, chat and share input with City department heads and Councilors. This is a family-friendly event and light refreshments will be available.



Debrief & Notes –

58 people 9:35 am

- Space was great – this was the first public use of the SH Middle School commons.
- Audio not so great – mic issues, KOHI microphone only at the podium
- Could have used a Master of Ceremonies to keep event on track
- Could have used more scripting
- Event ran long
- Awesome before and after slides
- Folks who did come were not our “frequent flyers”
- Key themes came across well – Partnerships are game changers, City is moving forward, outreach and engaging more people is necessary and this was a good first step, education on what a city does is needed and appreciated
- Good parking and building access
- More consistency in presenters – In most of these events the Mayor delivers or Mayor and Council
- Presenters are at different levels of practice.
- Tables were great – good opportunity for personal connection
- Good signage at front door, more needed at side entrance
- Close of event got off the rails a bit (Sen. Johnson, other, “community suggestion box”) Mayor strong on bringing it back, kindness and openness at city hall (“open to comment, please ask questions”)
- Focus just on City – w/out school district
- Survey rollout lacking – paper copies would be helpful
- Request for feedback forms (or other channel) on the event itself
- Materials and video available on the website. City Council Home > 2020-state-city-meeting. Youtube Video posted on 1/13/20 has 62 views (1/27/20).

Facebook Event performance:

10,900 people reached

146 event responses: 24% of responses came from women between 35 and 44 years old and 51% of respondents were from St. Helens

Earned media coverage:

The Chronicle

Dec. 23, Jan 1 The Chronicle “St. Helens to host State of the City” online

Jan 8 “State of the City address Jan. 11” Page A2

Jan 15 “State of the City” page A1

Jan 22 “New Details: State of the City” online

Jan 22 “State of the City in 2020” News Advertiser front page

South County Spotlight

Jan 10 “Learn the state of St. Helens city, school services” online

Jan 10” “Learn the state of St. Helens services” Page A5

Jan 17 “St. Helens takes stock and eyes future of city, schools”



265 Strand Street
 St. Helens, OR 97051
 (503) 397-6272
 www.ci.st-helens.or.us

Goal 2 Update
 02/04/2020

Community Engagement Plan

This is the implementation plan for Council Goal 2 and helps further significant elements of all 2019-2020 City Council Goals.

City Council Mission

To provide quality, effective and efficient service to our citizens. By doing so we will:

- Develop and preserve the highest possible quality of life for our residents, businesses and visitors
 - Provide a safe and healthy environment within a sound economic framework
- Provide leadership which is open and responsive to the needs of the community and works for the benefit of all

GOAL 2 - Enhance community civic engagement through **proactive information sharing and outreach**

Strategy	Activity
<ul style="list-style-type: none"> ◆ Expand the City's information sharing activities by using multiple communication tools for maximum inclusivity 	<ul style="list-style-type: none"> • State of the City Jan 11, 2020 • Website updates • Informational materials – good news, “What Your City Does” slides, print piece • City-wide community input Survey - open • Local media relationships - print, KOHI City talk • City rep at community events: <ul style="list-style-type: none"> - Chamber coffee & Commerce (ongoing) - PUD Customer Appreciation 10/8 - Chief Greisen Retirement 10/25 - Kiwanis Children's Fair 10/26 - Windermere Masquerade Ball 10/26 - Kathye Beck retirement 11/14 - Toy & Joy Event 12/7 - Sen. Wyden Town Hall 1/2/20
<ul style="list-style-type: none"> ◆ Explore new and creative opportunities to enhance civic participation 	<ul style="list-style-type: none"> • Fence removal /veg removal – social media engagement • Veterans Memorial McCormick Park– Councilor Morten event lead - partner with vets groups, museum assoc. for expansion unveiling 11/1/19 • Partner with school district for city good news updates & info sharing • State of the City Event 1/11/20 • Asking! Survey open 1/11 – 2/29/20



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<p>◆ Engage in collaborative activities with civic and other non-profit organizations to promote civic awareness and dialogue</p>	<ul style="list-style-type: none"> • Civic & faith group visits <ul style="list-style-type: none"> - Kiwanis presentation 12/12/19 - Faith Leaders meeting 1/14 - Rotary Club presentation 1/22 • South County Chamber of Commerce office hours – Fridays 1-3 pm
<p>◆ Continue to nurture working relationships with agencies, school districts, port, and other local governments</p>	<ul style="list-style-type: none"> - Legislative Visit Rep. Witt and House Majority Leader Rep. Barbara Smith Warner 11/4 - Legislative update calls – Sen Johnson, Rep. Witt – monthly and as needed - Scappoose Economic Development mtg 11/21 - Staff leaders meeting 12/5, 1/17 (NW Econ Dev COL-PAC), Governor’s Office RST, Columbia City, Columbia County, Scappoose, Port of Columbia County - Port - City industrial park partnership meetings 12/6, 1/7 - Columbia County public health 12/9, 12/10 - Oregon Housing Economic Summit 1/17 (Connection made with OR Homebuilders Assoc)