

PROJECT ACTION PLAN

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Safety Throughout the Community
Project Summary:	North Vernonia Road Sidewalk Installation
Estimated Completion:	July 2021

ACTION PLAN	
1. Background of Project: <ul style="list-style-type: none">• Currently pedestrians walk along the side of the North Vernonia Road and generally cut through a vacant lot to access Campbell Park.• The goal of the project is to improve safety for road users and pedestrians by adding sidewalks on both sides of North Vernonia Road from Oakwood Drive to MacArthur Street, providing a safe place to walk and access Campbell Park.• The Work will include constructing over 18,200 square feet of sidewalk, adding an enhanced crosswalk for safer pedestrian access to the park, adding speed radar signs to slow traffic in advance of the curve at the Frantz Street intersection, and planting healthy new trees while minimizing the removal healthy mature trees.	
2. Current Status of Project: <ul style="list-style-type: none">• The engineering design phase of the project is COMPLETED as of July 2020• The project was publicly advertised for bid in July 2020 with a bid opening date of August 25, 2020• Estimated construction completion date of the project is July 2021	
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">• Receive competitive bids on bid due date of August 25, 2020• Selection and award of contract to the lowest, responsive bidder at August 2, 2020 Council Regular Session• Construction work (September 2020 – July 2021)	
4. Estimated Cost of Project: <ul style="list-style-type: none">• The project is estimated to cost approximately \$600,000 and is funded through System Development Charges and the Oregon Surface Transportation Block Grant Fund Exchange Program.	
5. Barriers to Complete: <ul style="list-style-type: none">• None	

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Safety Throughout the Community
Project Summary:	Safe Routes to School – Columbia Boulevard, Gable to Sykes Sidewalk
Estimated Completion:	December 2021

ACTION PLAN
1. Background of Project: <ul style="list-style-type: none">Construction of sidewalk on the southerly side of Columbia Boulevard between Gable Road and Sykes Road. The project includes a new pedestrian crossing flashing beacon in front of McBride Elementary School and safety improvements at the Columbia-Sykes intersection.
2. Current Status of Project: <ul style="list-style-type: none">Status is In Process as of August 2020The City was awarded a grant of \$322,536 through the Safe Routes to School Competitive Infrastructure Program for this project.A consulting firm was selected in February 2020 and has completed the survey work. They are currently working on the preliminary plans and potential wetland impacts.The project is scheduled to be out for bids in late 2020 or early 2021, and work to be completed in the spring/summer of 2021.
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">Complete design and specificationsSelect contractor through competitive bidding processPerform construction
4. Estimated Cost of Project: <ul style="list-style-type: none">Estimated total cost is \$403,170. Grant funding of \$322,536 with a City contribution from Street SDC funds of \$80,634.
5. Barriers to Complete: <ul style="list-style-type: none">None

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Public Services and Facilities
Project Summary:	Campbell Park Sport Courts Improvements
Estimated Completion:	December 2021
ACTION PLAN	
1. Background of Project: <ul style="list-style-type: none">Demolition of the existing tennis courts and basketball court at Campbell Park; construction of 2 new tennis/pickleball courts and basketball/volleyball court, extension of the storm culvert for future expansion of the parking lot to create additional parking, creation of a stormwater meadow.	
2. Current Status of Project: <ul style="list-style-type: none">Status is In Process as of August 2020The City was awarded a grant of \$187,024 from the Oregon Parks and Recreation's 2019 Local Government Grant ProgramEngineering staff developed project specificationsThe project is currently out for bids. Bid opening is scheduled for September 3.Construction is required to be completed by August 2021	
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">Select contractor through competitive bidding processPerform construction	
4. Estimated Cost of Project: <ul style="list-style-type: none">Estimated total cost is \$312,099. Grant funding of \$187,024 with a City contribution from Parks DC funds of \$125,075.	
5. Barriers to Complete: <ul style="list-style-type: none">None	

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Public Services and Facilities
Project Summary:	Godfrey Park Improvements – New Installations
Estimated Completion:	July 2021

ACTION PLAN	
1. Background of Project: <ul style="list-style-type: none">• Installation of natural elements and manufactured play equipment to create play areas for children of all ages with a focus on younger children. Natural elements will include large rocks and logs to climb and balance. Manufactured equipment will include an all-abilities swing, a slide built into the hillside, and play equipment suitable for toddlers.	
2. Current Status of Project: <ul style="list-style-type: none">• Status is In Process as of August 2020• Parks staff is designated to perform this work• Layout of the improvements will generally follow the Master Plan for Godfrey Park• The Parks & Trails Master Plan designated that a nature playground be installed at Godfrey Park	
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">• Select the manufactured play equipment to be installed including, but not limited to, hillside slide, all-abilities swing, interactive equipment appropriate for young children• Install selected manufactured play equipment and natural elements• Find staff time to complete work	
4. Estimated Cost of Project: <ul style="list-style-type: none">• Estimated total cost is \$45,000, not including staff time or compliant fall protection which will \$2,000 - \$3,000 for all proposed areas.	
5. Barriers to Complete: <ul style="list-style-type: none">• Limited Parks Department staff. For several months, the Parks Department has been down one full-time employee and the Council has not approved backfilling this position. Temporary summer helpers were canceled due to COVID and the community service workers have not been able to assist as usual because of COVID restrictions. The three remaining Parks Dept. staff members have had difficulty keeping up with normal maintenance and have not been able to dedicate the time needed to complete this work.• Consider bringing in a contractor to complete the project – this will significantly increase the cost.	

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Public Services and Facilities
Project Summary:	McCormick Park Improvements – New Installations
Estimated Completion:	December 2021

ACTION PLAN

1. Background of Project:

- The Parks & Trails Master Plan includes replacement of the aging play structure at McCormick Park. This was initially planned to happen this summer but the City was approached by the Blazers Moda Assist program at the beginning of March and invited to take place in a voting contest where 3 communities collect online votes and the winner receives a grant from the Moda Assist program based on the number of assists the Blazers make during the season. The grant funds are to be used to purchase all-abilities play equipment. When the season was interrupted by the COVID pandemic, the grant award was delayed. Until it has been awarded, we will not know the total grant award and, ultimately, the total funding available to purchase the new equipment.

2. Current Status of Project:

- Status is In Process as of August 2020
- Funding is on hold until the Blazers Moda Assist Grant has been awarded
- The grant funds will be dedicated to all-abilities play equipment
- The existing play structure will still be replaced
- Once the grant has been awarded, we will be looking for community input to help select the final design

3. Strategic Steps to Accomplish Project:

- Receive final award from the Blazers Moda Assist Grant Program
- Identify potential all-abilities play equipment
- Gather community input on the final equipment selection
- Obtain final approval of selected equipment from the Parks & Trails Commission
- Obtain final purchase authorization from the City Council
- Order equipment – typically a several month lead time
- Have equipment professionally installed

4. Estimated Cost of Project:

- Estimated cost is \$150,000 not including grant funding for the all-abilities equipment. This includes the new play structure and all new fall protection.

5. Barriers to Complete:

- Time- need grant award amount, equipment selection through a community input process, order equipment, obtain a professional installation contractor to install

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Public Services and Facilities
Project Summary:	Gable Road Improvement Project – Sidewalks and Widening
Estimated Completion:	July 2020

ACTION PLAN

1. Background of Project:

- Gable Road from the highway west to Bachelor Flat Road currently belongs to Columbia County
- In 2012 (yes, it was really that long ago) Columbia County and the City of St. Helens jointly applied for a grant through the ODOT Multimodal Transportation Program to widen and improve Gable Road.
- The first phase of the project was awarded to complete 0.67 miles of the total project, between Hwy 30 and the Columbia Blvd. intersection.
- The project included purchasing right-of-way, adding sidewalks and bike lanes to both sides, and improving the crossings locations.

2. Current Status of Project:

- The project is COMPLETE as of June 2020
- Columbia County Public Works was the lead agency for the project

3. Strategic Steps to Accomplish Project:

- The project has been completed

4. Estimated Cost of Project:

- Estimated cost was \$3.2M, with a grant award amount of \$2,814,023. The remainder of the project is paid between Columbia County and the City. The project is eligible for Street SDC funding.

5. Barriers to Complete:

- None

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Public Services and Facilities
Project Summary:	Water Main Replacement – Tualatin, Little, and N. 11 th Streets
Estimated Completion:	July 2021

ACTION PLAN

1. Background of Project:

- Replacement of ageing and undersized water mains on N 7th St between West St and Wyeth St; on N 9th St between West St and Wyeth St; and on N 11th St between Deer Island Road and West St.

2. Current Status of Project:

- The project is in the preliminary design phase
- The location of needed replacements has been identified based on the condition and sizes of the existing mains
- Plans will be developed in the next few months
- Anticipated to go to bid in early 2021 with a Spring 2021 construction window

3. Strategic Steps to Accomplish Project:

- Finalize plans and specifications
- Select contractor through competitive bidding process
- Complete construction
- May have to phase construction based on total estimated project costs

4. Estimated Cost of Project:

- Estimated cost for all anticipated work is \$450,000. The current budget includes \$200,000 for water main replacements. Project may have to be phased over multiple budget years to be fully complete.

5. Barriers to Complete:

- Lack of funding for all improvements to be completed within current budget

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Public Services and Facilities
Project Summary:	Water Main Replacement on N. 7th, N. 9th, and N. 11th Streets
Estimated Completion:	Completed July 2020

ACTION PLAN

1. Background of Project:

- Replacement of ageing and undersized water mains on N 7th St between West St and Wyeth St; on N 9th St between West St and Wyeth St; and on N 11th St between Deer Island Road and West St.

2. Current Status of Project:

- Status is COMPLETED as of July 2020
- 1,700 feet of new water main, 3 fire hydrants, and 6 new water valves have been installed.
- Because a portion of the existing water main on N 11th St was located above the ground over an open ditch, the project included constructing the new water main below the bed of the ditch and converting the open ditch to 130 feet of 58-inch x 36-inch arched storm drain culvert.

3. Strategic Steps to Accomplish Project:

- Project Completed

4. Estimated Cost of Project:

- The project was completed at the cost of \$299,131, which is less than the contracted amount of \$344,504.

5. Barriers to Complete:

- None

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 3 – Livable and Safe Community / Improve Public Services and Facilities
Project Summary:	Gable-Old Portland Road Paving; From Hwy 30 to Milton Creek Bridge
Estimated Completion:	August 2021
ACTION PLAN	
1. Background of Project: <ul style="list-style-type: none">Asphalt overlay or inlay of travel lanes on Gable Road and Old Portland Road between Highway 30 and the Milton Creek Bridge	
2. Current Status of Project: <ul style="list-style-type: none">The project is In ProcessThe extent of the paving will be determined as the project developsOnce the scope is defined, plans and specifications will be developedAnticipated to go to bid in early 2021 with a Spring/Summer 2021 construction windowFunding may hold the project back	
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">Finalize the extent of the needed repairsDevelop plans and specificationsVerify if funding will be available to complete the projectSelect contractor through competitive bidding processComplete construction	
4. Estimated Cost of Project: <ul style="list-style-type: none">Estimated cost is \$250,000. The funding source is through the Oregon Surface Transportation Block Grant Fund Exchange Program. This source provides a limited amount of funding per year. Currently, the available funding will not cover the full estimated expense of this project.	
5. Barriers to Complete: <ul style="list-style-type: none">Potential lack of funding to complete the work	

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 4 – Economic Development / Review City Policies and Programs to Promote Economic Development
Project Summary:	Digitized Aerial Imaging
Estimated Completion:	July 2021
ACTION PLAN	
1. Background of Project: <ul style="list-style-type: none">Update the City's GIS mapping system with up-to-date digitized aerial imaging	
2. Current Status of Project: <ul style="list-style-type: none">The project is In ProcessExpected to issue an RFP for professional services within the next 3-4 monthsImages are best if taken before the leaves come out in the Spring and there is no snow on the groundThe GIS system is used extensively by Public Works, Engineering, Planning, Building, and the Police Department	
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">Work closely with the Planning Department to develop an RFPIssue RFP and receive proposalsSelect consulting firm, have Council approveComplete work	
4. Estimated Cost of Project: <ul style="list-style-type: none">Estimated cost is \$100,000. The funding source from Public Works Engineering Operations (75%) and the Planning Department (25%)	
5. Barriers to Complete: <ul style="list-style-type: none">None	

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 4 – Economic Development / Create a Riverfront District for Development Plan
Project Summary:	Grey Cliffs Park In-Water Facility Planning
Estimated Completion:	December 2021

ACTION PLAN	
1. Background of Project: <ul style="list-style-type: none">• Work with the Planning Department and Oregon Marine Board to secure OMB design and project scoping services to develop a project to install a dock/pier at Grey Cliffs Park. The dock would be all-accessible and function for fishing and/or non-motorized boat access. Depending on possible grant funding, it may be possible to expand the project to incorporate a larger dock that would accommodate motorized vessels.	
2. Current Status of Project: <ul style="list-style-type: none">• The project is In Process• Planning Department has had discussions with the OMB regarding services that are available to the City at no charge• The current window of availability for these services is late Fall and Winter• Grant funding may also be available through various OMB grant programs	
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">• Work closely with the Planning Department and the Oregon Marine Board• Develop a project scope and determine what technical assistance will be needed• Develop cost estimates• Look for available grant opportunities for construction funding	
4. Estimated Cost of Project: <ul style="list-style-type: none">• Estimated cost for planning process is \$0, other than staff time	
5. Barriers to Complete: <ul style="list-style-type: none">• None	

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 5 – Long Term Planning / Create and Maintain Enterprise Plans
Project Summary:	Update Sewer Master Plan
Estimated Completion:	December 2021

ACTION PLAN

1. Background of Project:

- The City of St. Helens provides sanitary sewer collection services to businesses and residences within the City limits. The sanitary sewer collection system is a combination of 60 miles of gravity and force mains, 9 lift stations, and over 1,700 sanitary sewer manholes, vaults, and cleanouts. All sewage flows are conveyed to the City's wastewater treatment facility. The last complete update to the City's sanitary sewer master plan was 1989. Partial studies have been conducted since then, such as the McNulty Area Sewer Master Plan in 2001, and the Inflow & Infiltration Flow Study in 2008.
- The update of the sanitary sewer master plan will perform an assessment of the existing sewer system; evaluate the sewer system for its capacity to convey existing and future waste discharges; identify deficiencies, capacity issues, areas for improvement and identify resiliency issues for critical facilities; develop a hydraulic simulation model for existing and future discharges; and determine and propose solutions. The update will also address the continued high flows at the wastewater treatment plant during wet weather despite the extensive sanitary sewer improvements completed under the I&I Reduction Program.
- The updated sanitary sewer master plan will guide the management and implementation of the sanitary sewer facilities, policies, programs and projects within St. Helens over the next 20 years and shall accommodate the expected 20-year growth in population.

2. Current Status of Project:

- Work on the project has just begun and is in the kickoff and data gathering phase
- Estimated construction completion date of the project is December 2021

3. Strategic Steps to Accomplish Project:

- Collect, compile and evaluate existing data such as pump station data, base maps, record drawings, inspection reports, and planning and historical documents.
- Technical analysis of existing and future system, assessment of system resiliency, review of engineering standards and comprehensive plan
- Development of capital improvement plan
- Development of final master plan

4. Estimated Cost of Project:

- The project is estimated to cost approximately \$166,300.

5. Barriers to Complete:

- None.

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 5 – Long Term Planning / Create and Maintain Enterprise Master Plans
Project Summary:	Update Storm Master Plan
Estimated Completion:	December 2021

ACTION PLAN
1. Background of Project: <ul style="list-style-type: none">• The City of St. Helens present stormwater infrastructure includes approximately 50 miles of pipe and open channel, over 2,600 manholes, catch basins, inlets, vaults, and outfalls which the City owns, operates, and manages. The last update to the City's stormwater master plan was in 1999.• The City encompasses approximately 5.86 square miles and receives storm drainage runoff from over 28,000 acres of land in the Milton Creek and McNulty Creek watersheds.• The update of the stormwater master plan will provide solutions to existing problems and inadequate storm sewer systems, including collection, conveyance, and detention facilities; guide expansion and extension of the storm sewer system to serve future growth, including potential treatment, and costs; review stormwater system resiliency and recommend upgrades for critical infrastructure; and provide an overview of the current funding for the stormwater program and define possible funding options• The updated stormwater master plan will guide the management and implementation of the stormwater facilities, policies, programs and projects within St. Helens over the next 20 years, and shall accommodate the expected 20-year growth in population and projected future needs for serving build-out within the City's UGB.
2. Current Status of Project: <ul style="list-style-type: none">• Work on the project has just begun and is in the kickoff and data gathering phase• Estimated construction completion date of the project is December 2021
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">• Collect, compile and evaluate existing data such as historical rainfall data, land use, topographic contours, GIS base maps, record drawings, inspection reports, and planning and historical documents.• Technical analysis of existing and future system, basin delineation, and review of engineering standards and comprehensive plan• Development of capital improvement plan• Development of final master plan
4. Estimated Cost of Project: <ul style="list-style-type: none">• The project is estimated to cost approximately \$155,000.
5. Barriers to Complete: <ul style="list-style-type: none">• Major data gaps and records on existing stormwater facilities.

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Lead Department:	Public Works
City Council Goal / Tactic:	Goal 5 – Long Term Planning / Create and Maintain Enterprise Master Plans
Project Summary:	Update Water Master Plan
Estimated Completion:	December 2022
ACTION PLAN	
1. Background of Project: <ul style="list-style-type: none">• The current water master plan was completed in 2011. Several changes have occurred impacting the water system since this time. It is good practice to update these plans every 10-15 years to ensure that priority projects are being addressed and to accommodate growth.• The updated water system master plan will guide the management and implementation of the water facilities, policies, programs and projects within St. Helens over the next 20 years and shall accommodate the expected 20-year growth in population.	
2. Current Status of Project: <ul style="list-style-type: none">• The project is In Process• An RFQ/P will be developed and issued in early 2021• Anticipate a consultant to be selected in the first half of 2021• Master plans typically take 12-18 months to complete	
3. Strategic Steps to Accomplish Project: <ul style="list-style-type: none">• Develop a comprehensive scope of work• Issue an RFQ/P• Select qualified consultant• Work with the consultant do refine the master plan, identify capital improvements, determine what projects are eligible for system development charges.	
4. Estimated Cost of Project: <ul style="list-style-type: none">• Estimated cost is \$150,000	
5. Barriers to Complete: <ul style="list-style-type: none">• None	