

# City of St. Helens

## Consent Agenda for Approval

### CITY COUNCIL MINUTES

Presented for approval on this 16<sup>th</sup> day of July, 2024 are the following Council minutes:

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2024

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- Work Session, Executive Session, Public Hearings, and Regular Session Minutes dated June 5, 2024
- Special Session Minutes dated June 12, 2024
- Special Session Minutes dated June 17, 2024

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

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



# COUNCIL WORK SESSION

Wednesday, June 05, 2024

## DRAFT MINUTES

### MEMBERS PRESENT

Mayor Rick Scholl  
Council President Jessica Chilton  
Councilor Mark Gundersen  
Councilor Russell Hubbard - arrived at 2:17 p.m.  
Councilor Brandon Sundeen

### STAFF

John Walsh, City Administrator	Suzanne Bishop, Library Director
Kathy Payne, City Recorder	Gloria Butsch, Finance Director
Lisa Scholl, Deputy City Recorder	Bill Monahan, Contracted City Attorney
Jacob Graichen, City Planner	Matthew Kahl, Contracted City Attorney

### OTHERS

Stephanie Patterson	Don Patterson	Ron Trommlitz	Hannah Woods
Bill Eagle	Claudia Eagle	Nancy Whitney	Jenni Gilbert
Steve Topaz	Jay Tappan	Brady Preheim	Julie Pelletier
Chris Rich	Jane Garcia	Diana Weiner	Margaret Trenchard-Smith
Jennifer Massey	Michelle	Adam St. Pierre	AI
Jenn	Mitz	Matthew, CCMH	Claire Catt
Erin Salisbury	Marci Sanders	MM	

### CALL WORK SESSION TO ORDER – 2:00 p.m.

### VISITOR COMMENTS

- ◆ Nancy Whitney. Ms. Whitney said she did not understand why the Council was questioning the Event Coordinator's contract renewal, describing how E2C had brought more money into the city than this Council or any previous council. She asked if the Council was aware of Portland being sued for fees added to utility bills and if the Council would add \$35 to the water bill before or after the election. She was offended by the Council considering eliminating public comment at its meetings.

Mayor Scholl explained the Council had discussed moving the public comment period to the regular session agenda rather than during the work session.

- ◆ Margaret Trenchard-Smith. Ms. Trenchard-Smith, speaking on behalf of the Kiwanis Club of which she was President-Elect, addressed their service organization's efforts supporting children and families in the community for almost 100 years and the work they do to raise funds including during the Children's Fair and Spirit of Halloweentown. She was concerned about how their work would change if the City's Event Coordinator changes and a new model were considered where the Club's volunteers would be redefined as workers and paid as individuals, explaining why the Club preferred to continue as before with the Club being compensated for the volunteer hours of its members. She asked the Council to clarify the matter.

- ◆ Ron Trommlitz. Mr. Trommlitz addressed the 2 million-gallon (2MG) Water Reservoir on Pittsburg Road, its leaking, the Council now facing the decision of abandoning the reservoir or using an alternate reservoir site, and John Walsh's leadership administration failure which needed to change. The City was seeking \$10 million in grants to replace the reservoir, and those issuing the grants should review the history of the 2MG reservoir. The City should not need grants for its operation. The delays had led to increasing costs. Honesty and transparency were missing.
- ◆ Bill Eagle. Mr. Eagle, Kiwanis Club Secretary, noted that all the money the Club earned during Spirit of Halloweentown stayed within the community. He asked the Council to take the Club's concerns about the new model into consideration.

Mayor Scholl asked was there a part of the Request for Proposal (RFP) process where the Kiwanis Club would not be included. Mr. Walsh replied he was not aware of anything, noting they are paid differently in the proposed contract.

- ◆ Julie Pelletier. Ms. Pelletier who performed at Spirit of Halloweentown with the Witches of St. Helens Dance, said they were in support of keeping E2C and Tina as the Event Coordinator, sharing her background of four years with the Fair Board planning a local event.
- ◆ Brady Preheim. Mr. Preheim pointed out the people who came for public comment in the afternoon were not necessarily the same as the ones who come at night. With only four meetings a month, it would not be too much to ask to keep public comment during both meetings. He renewed his objection to the RFP process. Hardly anyone on the review committee was qualified to consider. The City should use a special contractor to evaluate the RFPs. He explained why Jenni Gilbert should be eliminated from the process, as she had posted comments on social media about Tina and E2C. He submitted copies of screenshots into the record.

Councilor Hubbard arrived at 2:17 p.m.

- ◆ Diana Weiner. Ms. Weiner encouraged the Council to create an advisory board for tourism, explaining why.
- ◆ Steve Topaz. Mr. Topaz addressed how during his time on the Council, John Walsh and the Recorder had decided not to put on the agenda items he submitted to the Recorder to be added, suggesting the Council remove the certified two Recorders, as they took an oath to follow state law which they violated when they refused to post the item he wanted. He asked Mayor Scholl to read aloud if he had the time The Philosophy of Good Society.

Mayor Scholl pointed out that he reviewed every single agenda. He did not remember the incident Mr. Topaz referenced, but he was sure he was at fault, as he was not perfect.

- ◆ Steve Toschi. Mr. Toschi explained provisions in the Event Coordinator contract that would require the event planner to identify each person that worked the event and how much each person made. Paying it to service organizations was a questionable practice. The City should deal with a contractor that could bring a service to the city, and the City should stay as far away from getting into the tourism business as possible, maintaining a model of a contractor who could handle the business and the finances.
- ◆ Adam St. Pierre. Mr. St. Pierre thanked the Council for following through with the Event Coordinator RFP which had to be put out along with a contract because John Walsh did not do his job and follow through in a timely fashion. The Council needed to make sure the contract that

came out with the RFP would be what actually got enacted. He believed every person on the selection committee had some type of bias.

Mayor Scholl thanked the Kiwanis for their service and attending the meeting.

## **DISCUSSION TOPICS**

### **1. Library Board Annual Report - *Diana Wiener***

Library Board Member Diana Wiener presented the annual report via PowerPoint, a copy of which was included in the archive packet for this meeting. Key items highlighted were as follows:

- The officers and members of the Library Board.
- The 2023-2028 Strategic Plan and City Work Plan.
- The Board's goals.
- FY 2024 highlights.
- Resources the library provided.
- The library's databases.
- The library staff and volunteers.
- Friends of St. Helens Public Library.
- Open hours and visits data.
- The solar panel microgrid project.
- Looking at the year ahead.
- Behind the scenes images of the library staff.
- Strategic Plan Goals 1-3.

### **2. Planning Commission Annual Report - *City Planner Jacob Graichen***

City Planner Jacob Graichen presented the annual report, covering activities from June 2023 to May 2024, a copy of which was included in the archive packet for this meeting. Key items highlighted included the Commission's number of meetings and public hearings, Planning Director decisions, discussion items, architectural reviews, proactive items, future projects/plans, and what the Council could do to support the Commission.

### **3. Review of Proposed Changes to Planning Fees - *City Planner Jacob Graichen***

City Planner Graichen reviewed the proposed changes to the Planning Department Fee Schedule, a copy of which was included in the archive packet for this meeting. The proposed changes would increase most fees by 3.6 percent and were on tonight's agenda for approval. If the resolution were approved, the changes would go into effect July 1. He described the fee items different from the roughly 3.5 percent increase: the Historic Resource Review, notice fee, a referral, temporary use permit for food carts/trucks and pods, and time extensions. He confirmed all the fees were increasing.

Mayor Scholl recalled the last time the Planning fees increased, a contractor spoke to the Council and asked what the Council was doing. Mr. Graichen noted this time the increase was more modest.

He clarified the City decided referrals, and the referred projects would pay the referral fee. The referral was typically at his discretion. Council President Chilton was concerned, as the practice did not seem fair. He explained how sometimes people wanted to go to the Planning Commission as a strategy.

### **4. Review Proposed Amendments to Development Code - *City Planner Jacob Graichen***

City Planner Jacob Graichen presented the proposed Development Code amendments, a copy of which was included in the archive packet for this meeting, noting some of the amendments the Council had discussed previously. Key items highlighted included:

- Modifying the multi-family development rules that in some places units could be detached.
- Provisions regulating Measure 109 legalizing psilocybin under the land use laws.
- Aligning the Code with the manufactured home rules.
- Aligning the Code with the rules expanding childcare facilities to non-residential areas.

- Reexamining validity periods such as approved land use permits and planned development overlays.
- Adding single-room occupancies to the list of needed housing.
- Housekeeping and scrivener error items including proposing a five-year delay to do a 20 percent reduction to the setback when a home had been there for a while and the owner wanted to do an addition.
- Changes by zoning district.
- Special notice considerations when a rule could potentially affect the value of property.

He added recent discussions with Columbia Community Mental Health (CCMH) and possibilities along their campus to meet their goal regarding Senate Bill 8 concerning affordable housing on non-residential land and House Bill 2916 regarding transitional housing within the Urban Growth Boundary were not mentioned in the memo in the packet and would be brought back to the Council.

He clarified regarding the setbacks with the modification to multi-family development rules, some stipulations were already in place with the duplex rules.

Mayor Scholl noted City Planner Graichen always made sure there were 1.5 parking spaces per unit. The Council discussed infrastructure needs for each unit which concerned Council President Chilton. City Planner Graichen acknowledged two parties on a lot could share a water meter, etc.

Mayor Scholl explained why he did not like the five-year delay to do a 20 percent reduction to the setback. Mr. Graichen said the period of the delay could change through the public hearing process of the amendments. Mayor Scholl clarified he did not believe a year's delay would be more appropriate.

#### **5. Review of Proposed Utility Rates Changes - Finance Director Gloria Butsch**

Finance Director Gloria Butsch reviewed the proposed rate adjustments for water, sewer, and storm (memo included in the meeting packet) based on the rate study performed by Steve Donovan of Donovan Enterprises. The City would budget to have a refreshed rate study in FY2026. For this year, the total increases between all three utilities would be a \$3.76 per month to the average residential utility bill. This item was on tonight's regular meeting agenda for approval.

Mayor Scholl noted the increases were for the Water, Sewer, and Storm Master Plans.

#### **6. Utility Bill Leak Adjustment Request for 555 Commons Drive (Columbia River Foursquare Church) - City Administrator John Walsh**

City Administrator John Walsh presented the leak adjustment request for Foursquare Church, a copy of which was included in the archive packet. The church's typical bill was about \$450. The bill in question was \$2300. All the leak repair receipts were in order, and the request was on tonight's agenda for approval.

#### **7. Discussion regarding Proposals Received for Special Event Coordination and Management Services - City Administrator John Walsh**

City Administrator Walsh explained his role in handling the proposals after hearing criticism that he was too close to the process.

Attorney Matthew Kahl reported that the evaluation process was not complete at this time. It would need to go back to the evaluation committee for further review to then be brought back before the Council for discussion either at a special meeting or the next regular meeting.

He clarified the scoring of the proposals was not complete and that the attorneys were still in the process of making sure everything was scored in accordance with the provisions of the RFP and the Public Contracting Code.

City Administrator Walsh said the Council could have a coordinating call after the meeting to understand what the shortcomings were.

### **8. Report from City Administrator John Walsh**

City Administrator Walsh stated he was offended by the public comment about the City Recorder and Deputy City Recorder, both of whom were appreciated. Highlights of his report were as follows:

- He addressed the construction downtown with three contractors at work.
- Citizens Day in the Park would be held June 22, and the logistics were coming together.
- The film crew filming downtown was just about wrapped up.
- The Columbia View Park project was underway. The stage in the park was completely rotten. The City asked the contractor for a price to bring the stage up to grade level with a gravel pad.
- Project Arcadia was moving forward at the mill, and meetings and check-ins were going well.
- The electrical upgrades at McCormick Park were completed with Columbia River PUD's help.
- He addressed several big decisions on tonight's agenda involving Budget issues including losing several positions and using one-time revenues to balance the Budget.
- The City met with its community partners this week for an extreme weather meeting to respond to people in need. For the most part, the City's public facilities and the Senior Center's assets were being considered for warming and cooling.
- Public hearings will be held for the Budget tonight.
- Tonight's meeting includes an Ordinance to allow alcohol in McCormick Park. The OLCC permit will not be done in time for 13 Nights on the River.
- He opened a discussion on the governance and oversight of the tourism and event management program, addressing the history of the City's tourism and events since he started working for St. Helens. He added the Council might want to consider re-enacting the Tourism Committee.

Council President Chilton believed re-enacting the Tourism Committee was a good idea and that tourism had grown too much for the City Administrator to handle among all his tasks. City Administrator Walsh described all of his current responsibilities.

Council President Chilton asked for the Tourism Committee to be on the next agenda for discussion. City Recorder Payne would provide the current Code on the Tourism Committee to the Council.

Mayor Scholl recalled his understanding of the contention on the Tourism Committee that resulted in its being repealed.

### **ADJOURN – 3:47 p.m.**

### **EXECUTIVE SESSION**

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

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

# City of St. Helens CITY COUNCIL

Executive Session Summary

June 5, 2024

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

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

**Others:** William Monahan, City Attorney with Jordan Ramis PC (via Zoom)  
Jeff Yarbor, Realtor (in person from 3:57 - 4:37 p.m.)



At 3:57 p.m., Mayor Scholl opened the Executive Session pursuant to the ORS numbers listed below and then gave Council roll call. Other than Labor Negotiator Consultations, representatives of the news media, designated staff, and other persons as approved shall be allowed to attend the Executive Session. All other members of the audience are asked to leave the Council Chambers. Representatives of the news media were specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. Any person in attendance, including the news media, who has a recording device is directed to turn it off.

- **Real Property Transactions, under ORS 192.660(2)(e)**
  - Update on the potential sale of the Millard Road property.
  - Update on the potential purchase/lease of 18<sup>th</sup> Street property for New Public Safety Facility.
  - Update on Project Arcadia at the St. Helens Industrial Business Park.
  - Update on the reservoir replacement project and the possibility of acquiring property on Sykes Road to locate the new water reservoir.
  
- **Consult with Legal Counsel/Litigation, under ORS 192.660(2)(h)**
  - Update on litigation filed by St. Helens Assets LLC.

The Executive Session was adjourned at 4:53 p.m.



ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

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



# COUNCIL PUBLIC HEARING

Wednesday, June 05, 2024

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## APPROVED MINUTES

### MEMBERS PRESENT

Mayor Rick Scholl  
Council President Jessica Chilton  
Councilor Russell Hubbard  
Councilor Brandon Sundeen

### MEMBERS ABSENT

Councilor Mark Gundersen

### STAFF PRESENT

John Walsh, City Administrator  
Kathy Payne, City Recorder  
Lisa Scholl, Deputy City Recorder  
Gloria Butsch, Finance Director  
Jenny Dimsho, Associate Planner/Community Development Project Manager

### OTHERS

Brady Preheim  
Steve LeSollen  
Ginny Carlson

### OPEN PUBLIC HEARING – 6:25 p.m.

#### TOPIC

1. Fiscal Year 2023-24 Supplemental Budget

#### PUBLIC COMMENT

- ◆ Ginny Carlson. Expressed concerns about rate increases taking money away from groceries and the ability to support local businesses. She hopes they are good stewards and mindful of money. Rates never go back down and people don't recover.

### CLOSE PUBLIC HEARING – 6:27 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor





# COUNCIL PUBLIC HEARING

Wednesday, June 05, 2024

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## APPROVED MINUTES

### MEMBERS PRESENT

Mayor Rick Scholl  
Council President Jessica Chilton  
Councilor Russell Hubbard  
Councilor Brandon Sundeen

### MEMBERS ABSENT

Councilor Mark Gundersen

### STAFF PRESENT

John Walsh, City Administrator  
Kathy Payne, City Recorder  
Lisa Scholl, Deputy City Recorder  
Gloria Butsch, Finance Director  
Jenny Dimsho, Associate Planner/Community Development Project Manager

### OTHERS

Brady Preheim  
Steve LeSollen  
Ginny Carlson

### OPEN PUBLIC HEARING – 6:35 p.m.

#### TOPIC

1. Fiscal Year 2024/2025 State Revenue Sharing & Budget

#### PUBLIC COMMENT

- ◆ Brady Preheim. Agreed with comments made at a previous meeting regarding St. Helens police being the highest paid agency in the state. He did his own checking and found it is true when you factor in overtime. The police levy failed and he does not want to see the fee added to the utility bill. He supports a levy, and suggests they remove the fee from the utility bill and go back out for a levy. He does not think they need a new police station. There are other options to consider, such as a remodel and added storage, shared space with the Sheriff's Office, etc. Wayne Weigandt may consider a trade but does not want to sell his property due to capital gains.

### CLOSE PUBLIC HEARING – 6:39 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor



# COUNCIL REGULAR SESSION

Wednesday, June 05, 2024

## DRAFT MINUTES

### MEMBERS PRESENT

Mayor Rick Scholl  
Council President Jessica Chilton  
Councilor Russell Hubbard  
Councilor Brandon Sundeen

### MEMBERS ABSENT

Councilor Mark Gundersen

### STAFF PRESENT

John Walsh, City Administrator  
Kathy Payne, City Recorder  
Lisa Scholl, Deputy City Recorder  
Gloria Butsch, Finance Director  
Jenny Dimsho, Associate Planner/Community Development Project Manager

### OTHERS

Brady Preheim	Hannah Woods
Steve LeSollen	Jenni Gilbert
Ginny Carlson	Patrick Birkle
Stephanie Patterson	Adam St. Pierre
Don Patterson	

### CALL REGULAR SESSION TO ORDER – 7:00 p.m.

### PLEDGE OF ALLEGIANCE

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

- ◆ Ginny Carlson. She was on City Council during the time they could not get volunteers or even pay someone to do 13 Nights on the River. At that time, she found out that Octoberfest in Mt. Angel had given over \$3.5 million to nonprofit organizations by partnering with them. They have since been able to do that here. The community benefits from nonprofits fundraising at these events.
- ◆ Brady Preheim. He agrees with Adam's comments made earlier today that everyone is biased on the tourism selection committee. He read Jenni Gilbert's comments (a copy of which was distributed to the Council during the Work Session and is included in the archive packet for that meeting) about the current event coordinator. Jenni referred to the coordinator as being sub-par, unprofessional, operating illegally, and had hopes for many applications with the ability to operate a suitable tourism program. That person should not be part of the selection committee. Her responses should be withdrawn or be subject to legal action.

Mayor Scholl pointed out that Councilor Gundersen has been excused from tonight's meeting.

- ◆ Patrick Birkle. He watched the afternoon Work Session and heard City Administrator Walsh address the attack against the City Recorders. He does not agree with those kinds of attacks on public servants doing their jobs. He only saw professional work by them during the time he served on City Council. He encouraged Council to not remove public comments from work sessions. He commended the Council on following through with the Event Coordination RFP process. He is not going to undermine the integrity of the evaluation committee members.
- ◆ Adam St. Pierre. Addressed the RFP process. Each councilor chose a member to be part of the evaluation committee. There was another delay tactic this afternoon that looks bad. They need to get this done. Someone needs to address the problem.
- ◆ Jenni Gilbert. Reminded the Council that the RFP says no one should intimidate or harass evaluation committee members. There was discussion during the Budget Committee meeting about tourism with a lot of questions presented. City Administrator Walsh needs to get people under control since that was specifically included in the RFP.

## EMERGENCY ORDINANCE

1. **Ordinance No. 3301:** An Ordinance Amending St. Helens Municipal Code Chapter 8.24.120 and 8.24.200 Regarding Alcohol in City Parks, Specifically in McCormick Park, and Declaring an Emergency

Mayor Scholl read Ordinance No. 3301 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Ordinance No. 3301 and declare an emergency. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard; Nay: Councilor Sundeen

Motion failed due to one nay.

Councilor Sundeen voted no due to it being an inconvenience and not an emergency.

Councilor Hubbard verified that it would still have to follow OLCC rules.

Mayor Scholl explained declaring it an emergency allows the approval in one single reading. Alcohol sales provide the largest fundraising opportunity for 13 Nights on the River.

Mayor Scholl read Ordinance No. 3301 by title again. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Ordinance No. 3301 and declare an emergency.

Discussion.

Councilor Sundeen pointed out that this could have been done a month ago and then it wouldn't have been an emergency. Mayor Scholl agreed and reminded him that a lot has been going on.

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

## GENERAL RESOLUTIONS

2. **Resolution No. 2005:** A Resolution Authorizing an Interagency Agreement for Reimbursement of Materials and Services for Activities Relating to Preparation, Adoption, and Implementation of the St. Helens Urban Renewal Plan

Mayor Scholl read Resolution No. 2005 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Council President Chilton to adopt Resolution No. 2005. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

### 3. PUBLIC COMMENT - Increase in Planning Department Fees

No comments.

**Resolution No. 2013:** A Resolution of the St. Helens City Council to Set Planning Department Fees

Mayor Scholl read Resolution No. 2013 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Resolution No. 2013.

Discussion.

Council President Chilton does not like to raise fees, but she respects the Planning Division and their need to cover their cost.

**Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Sundeen; Nay: Councilor Hubbard

### FY 2023/2024 BUDGET RESOLUTIONS

#### 4. Resolution No. 2006: A Resolution of the Common Council of the City of St. Helens, Oregon, Adopting and Appropriating Funds for a Supplemental Budget for Fiscal Year 2023-2024

Mayor Scholl read Resolution No. 2006 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Resolution No. 2006.

Discussion.

Council President Chilton requested clarification of the changes. Finance Director Butsch explained the reasons for all three resolutions.

- Resolution No. 2006 – When the budget was adopted, there was not a category for capital outlay. When the City purchased the property on Kaster Road, that is considered capital outlay, and it transfers what was appropriated from another category and puts it into a capital outlay category. It still balances and is not additional money being spent.
- Resolution No. 2007 – To appropriate grants that were not anticipated at the time the budget was created. It was needed to expend those grant funds.
- Resolution No. 2008 – Referred to exhibit 'A.' Takes appropriation from one category to another to balance all the categories. It is not additional spending.

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

#### 5. Resolution No. 2007: A Resolution of the Common Council of the City of St. Helens Authorizing a Transfer of Appropriations for Fiscal Year 2023-2024

Mayor Scholl read Resolution No. 2007 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Resolution No. 2007. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

#### 6. Resolution No. 2008: An Appropriations Resolution of the Common Council of the City of St. Helens for FY2024

Mayor Scholl read Resolution No. 2008 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Council President Chilton to adopt Resolution No. 2008. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

### FY 2024/2025 BUDGET RESOLUTIONS

#### 7. Resolution No. 2009: A Resolution of the City of St. Helens Declaring the City's Election to Receive State Revenues

Mayor Scholl explained that this allows them to accept State Revenues.

Mayor Scholl read Resolution No. 2009 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Resolution No. 2009.

Discussion.

Councilor Sundeen asked for clarification of the memo. Butsch explained that the memo refers to Resolution No. 2010.

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

**8. Resolution No. 2010:** A Resolution of the Common Council of the City of St. Helens, Oregon Adopting Budget, Making Appropriations, and Levying and Certifying Taxes for the Fiscal Year Beginning July 1, 2024

Mayor Scholl read Resolution No. 2010 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Resolution No. 2010.

Discussion.

Council President Chilton referred to the memo in the packet and asked how it affects this resolution. Finance Director Butsch explained the reductions are based on the General Fund. The failure of the police levy reduces the revenue and expenditures for the Police Department. Management discussed reducing IT and Parks Administration to half-time. It should not affect any expenditures or appropriations in the resolution. They are still discussing the IT position. Council President Chilton expressed confusion since it is in the memo but not the resolution. Butsch said IT and Parks Administration are both part-time in the budget. Councilor Sundeen was also surprised by that change. He pointed out that the Budget Committee recommended an additional \$15 public safety fee and asked if that was included. Butsch said no. They need to give public notice and the opportunity to comment.

**Vote:** Yea: Mayor Scholl, Councilor Sundeen; Nay: Council President Chilton, Councilor Hubbard

Motion fails.

Butsch requested direction on how to proceed to adopt a budget. If they don't have a budget by the end of the fiscal year, they will have to shut down. They can't spend money without an approved budget.

Mayor Scholl thought the IT concerns had been discussed. Council President Chilton did not feel there was a resolution nor were they included in the discussion. Who will be doing the work of IT and Parks Administration? City Administrator Walsh said they will be discussing operational issues tomorrow. Council President Chilton is frustrated that they are expected to vote yes but they don't know what they're voting yes for. Walsh and Butsch explained that it's neutral in the budget. Council President Chilton suggested that it should have been left out of the memo. Butsch agreed.

Mayor Scholl re-read Resolution No. 2010 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Council President Chilton to adopt Resolution No. 2010. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

**9. Resolution No. 2011 -** A Resolution of the St. Helens City Council, Establishing the City Employee Compensation Schedule for Fiscal Year 2024-2025

Mayor Scholl read Resolution No. 2011 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Resolution No. 2011. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

**10. PUBLIC COMMENT - Increase in Utility Rates**

No comments.

**Resolution No. 2012:** A Resolution to Establish Water, Sewer, Storm Drainage Utility Rates and Charges, and Administrative Rules

Mayor Scholl read Resolution No. 2012 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to adopt Resolution No. 2012. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Sundeen; Nay: Councilor Hubbard

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

11. First Amendment to ORPD Local Government Grant Program Agreement for St. Helens Riverwalk Phase I
12. Agreement with the State of Oregon for the St. Helens Scappoose Refinement Trail Project
13. Agreement with Columbia County for the St. Helens Scappoose Refinement Trail Project
14. Agreement with Scappoose for the St. Helens Scappoose Refinement Trail Project

**Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to approve '11' through '14' above. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

### **CONSENT AGENDA FOR ACCEPTANCE**

15. Library Board Minutes dated April 8, 2024
16. Parks and Trails Commission Minutes dated April 8, 2024
17. Planning Commission Minutes dated April 9, 2024
18. Urban Renewal Agency Budget Committee Minutes dated January 5, 2022

**Motion:** Motion made by Councilor Sundeen and seconded by Council President Chilton to approve '15' through '18' above. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

### **CONSENT AGENDA FOR APPROVAL**

19. Utility Bill Leak Adjustment Request for 555 Commons Drive (Columbia River Foursquare Church) in the Amount of \$2,680.15
20. City Council Minutes dated April 10, April 17, May 9, and May 14, 2024
21. Animal Facility Licenses
22. Accounts Payable Bill Lists

**Motion:** Motion made by Council President Chilton and seconded by Councilor Sundeen to approve '19' through '22' above. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

### **WORK SESSION ACTION ITEMS**

#### **Next Steps for Event Coordinator RFP**

City Administrator Walsh reported that the attorney pointed out a problem with the score sheets and it needed to be pulled off the agenda. Does the Council want to have a special meeting or wait? Consensus of Council to have a special meeting. Walsh will report back when he hears back from the attorney.

Councilor Sundeen requested a summary in the future when they are tasked with scoring RFPs.

### **COUNCIL MEMBER REPORTS**

Council President Chilton reported...

- It was recently brought to her attention that there were internal decisions made to cut or potentially lay off a staff member. That position was not discussed during the Budget Committee meetings nor was it related to ARPA funding. She encouraged the person to talk about the cut but they chose not to. To be transparent, she shared that she was not part of the discussion nor the decision. She supports City staff and does not want them to be uncomfortable or uncertain about their jobs.

Councilor Sundeen reported...

- Agreed with Council President Chilton. He understands they don't need to be involved in all the decision making, but it's embarrassing when people in the community knew this before him. It would be beneficial to have the information or be part of the process in the future.
- Grateful for the Kiwanis members who showed up today. It was never his intention to cut ties with service organizations. He hopes they can move forward working with them.
- Interested in having a Tourism Committee again. He hopes they can learn from past mistakes and move forward in a positive direction.
- Citizens Day in the Park, June 22 in McCormick Park. There are still lots of opportunities to volunteer.
- 4th of July activities at McCormick Park.
- Would like to reconsider public comments at Work Sessions. It can be intimidating to speak in front of people. He would be more inclined to limiting it to 15 minutes.

Discussion ensued about public comments during Work Sessions.

**Motion:** Motion made by Councilor Sundeen and seconded by Council President Chilton to continue to allow public comments at Work Sessions. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Hubbard, Councilor Sundeen

- Would like to investigate Council compensation and determine if the current model is still appropriate. They are among the highest paid in the State. There are other ways to compensate, such as cell phones, insurance plans, and some don't have anything.

Councilor Hubbard reported...

- Would like to see the RFP be completed and move on.

### **MAYOR SCHOLL REPORTS**

- Good to see Kiwanis here.
- Looking forward to the parade on June 15.
- Music in McCormick Park tomorrow.
- No 4th of July activities downtown due to the construction. Fireworks are only allowed over the river.
- The downtown movie filming is only 150-200 people, compared to thousands who come for 13 Nights on the River and 4<sup>th</sup> of July. The movie also brings in revenue for the community.
- They deserve a nice waterfront and need to allow them to finish construction.
- Citizens Day in the Park is on June 22.
- Agreed that a Tourism Committee is a good idea.

### **OTHER BUSINESS**

**ADJOURN – 7:54 p.m.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor



# COUNCIL SPECIAL SESSION

Wednesday, June 12, 2024

## DRAFT MINUTES

### MEMBERS PRESENT

Mayor Rick Scholl  
Council President Jessica Chilton  
Councilor Mark Gundersen  
Councilor Russell Hubbard  
Councilor Brandon Sundeen

### STAFF

John Walsh, City Administrator  
Kathy Payne, City Recorder  
Lisa Scholl, Deputy City Recorder

### OTHERS

Don Patterson	Stephanie Patterson	Judy Thompson
Haley Starkey	Jenni Gilbert	Jennifer Shoemaker
Jane Garcia	Jen Massey	Jim Coleman
Natasha Parvey	M. Ponce	Brady Preheim
Julie Pelletier	Hannah Woods	

### CALL SPECIAL SESSION TO ORDER – 6:30 p.m.

### DISCUSSION TOPICS

#### 1. Review Scores for Responsive Proposals Received for Special Event Coordination and Management Services

Mayor Scholl reviewed the final scores. He thanked everyone for being part of the process.

- Cascadia Glamping – 82.8
- Angela Wayman – 61.05
- Treadway Events & Entertainment – 79.25
- E2C Corp. – 67.1

Discussion of next steps. Consensus to interview the top two, which will include a presentation and interview questions. Mayor Scholl noted for the record that they should include E2C in the interviews based on their experience and the pricing on the others being very low.

Presentation/interview question ideas:

- How they plan to support local nonprofits
- What they envision for an event, such as Spirit of Halloweentown

A special meeting was scheduled for Monday, June 17, after 6:00 p.m., allowing one hour for each presenter. With a flip of a coin, Treadway Events & Entertainment will go first and Cascadia Glamping will go second, followed by deliberation.

### OTHER BUSINESS



**ADJOURN – 6:44 p.m.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor



# COUNCIL SPECIAL SESSION

Monday, June 17, 2024

## DRAFT MINUTES

### MEMBERS PRESENT

Mayor Rick Scholl  
Council President Jessica Chilton  
Councilor Mark Gundersen  
Councilor Russell Hubbard  
Councilor Brandon Sundeen

### STAFF

John Walsh, City Administrator  
Kathy Payne, City Recorder  
Lisa Scholl, Deputy Recorder

### OTHERS

CC	Kim Pederson	M. Ponce	Judy Thompson
Rebecca Zienty	Jim Coleman	Charlene Bassine	Kim/Cornelio Curiel
Marci Sanders	Jim	Nicholas Hellmich	Margaret Trenchard-Smith
Guy Auker	Tammy Maygra	Don Patterson	Stephanie Patterson
Brandon Treadway	Brittany Hummel	B.B.	Morgan DiGiallonardo
Brady Preheim	Tiffany B.	Jane Garcia	Robyn Toschi
Steve Toschi	Brittany Lapp	Nathan Wallace	Hannah Woods

### CALL SPECIAL SESSION TO ORDER – 6:30 p.m.

### INTERVIEWS FOR SPECIAL EVENT COORDINATION AND MANAGEMENT SERVICES - TOP TWO SCORING PROPOSALS

Discussion of additional questions.

Councilor Sundeen - Tell us about a time when something didn't go quite as planned and what you did to correct the situation.

Mayor Scholl – Tell us what you know about Spirit of Halloweentown and what it means to the community. City Administrator Walsh pointed out that a similar question is in there.

Walsh reported that there will be a presentation worth 50 points followed by questions with points. He was not part of the earlier scoring and will not be scoring tonight.

### Interview Questions:

1. Please tell us what you know about the City's current event programs...logistics, operations, revenue, and expenses. (10 points maximum)
2. Please explain how you feel your company is qualified to execute the events described in the RFP. Specifically, what is your plan to deliver on expectations of these established events and integrating your vision for the program? (10 points maximum)
3. How would you go about ensuring that local nonprofits benefit from the City's events program? (10 points maximum)

4. How do you envision developing a marketing strategy that ties into the City's communications program? (10 points maximum)
5. Please share your strategies to attract sponsors and manage event revenues and expenses. (10 points maximum)
6. Please share your strategies to manage vendors including fees, equity, and logistics. (10 points maximum)
7. What questions or concerns do you have regarding accepting this contract? (10 points maximum)
8. Do you have any questions for us? (10 points maximum)
9. Tell us about a time when something didn't go quite as planned and what you did to correct the situation. (10 points maximum)

**1. Treadway Events and Entertainment LLC, *Brandon Treadway, President***

Brandon Treadway and Brittany Hummel reviewed their presentation. A copy is included in the archive packet. A few highlights were:

- Provide fun, safe environments
- Work with nonprofits
- Work as a team player
- Full-service event services
- Reviewed current events in City and goals
- Reviewed marketing plan
- Listed organizations they have worked with
- Three full-time employees and then contract for other services
- Talked about their company
- Reviewed events they have done
  - Haunted house in Kelso
  - Haunted drive-in in Clark County
  - Suncadia harvest festival in Cle Elum
  - Cinco De Mayo Fiesta in Portland
  - Picnic in the Park at Fort Vancouver
  - Scappoose 100-year celebration
  - Mardi Gras themed party for Columbia Distributing

Responses to interview questions:

1. Referred to their presentation that listed the event details and budgets. They included as much information as they could find online.
2. The City's events are in scale with events they have done over the last nine years. They use software and file sharing to share information within their team. They envision Spirit of Halloweentown being more theatrical and will look at what can be added. They excel with themes, will analyze what's been done, and find out where the community wants to go.
3. A kickoff meeting would be held with local nonprofits and partners to understand goals, strengths, and interests, working with them to help raise funds. They could not find marketing that listed what nonprofits were involved, so would add that as a spotlight as well as sponsorship development.
4. First, they want to see what the communications program looks like. How involved is the City? They want the message to be cohesive and information available in one place.
5. All the packages need to be customizable. They have great corporate sponsors and would involve local businesses as well. Software would be used for tracking.

6. Utilize software to manage vendors, which allows them to send photos and give details. They make sure every vendor is over-informed. They are provided a vendor packet full of everything they need to know and follow-up emails.

7. Questions or concerns regarding accepting this contract:

- Are any committees in place for the event?

Council President Chilton said there was a Tourism Committee in the past and they are discussing bringing it back. Mayor Scholl added that it was put on the City Administrator and it's too much. He suggested re-forming that committee and having a council liaison.

- Who does the event coordinator report to?

Mayor Scholl said to the City Council.

- Could you clarify the method of funding for each event related expense? Are there out-of-pocket expenses for the contractor that are not reimbursed?

Walsh confirmed that the contractor is paid their fee and then responsible to produce the event and generate revenue. Expenses would come out of their pocket.

- How do they perceive the transition process for events that are already in the works, i.e. 13 Nights on the River after June?

Mayor Scholl said they will be discussing that at Wednesday's Council meeting. They want to continue it to support the community. There is a lot of local talent. Council President Chilton added that there are lot of corporate sponsors who want to see the events continue.

- What is the expectation of Spirit of Halloweentown due to construction?

Mayor Scholl said Strand Street could potentially be done by Halloween. The Plaza will be available. They also own and manage the haunted house, a store, alien museum, etc. Spaces could be reconfigured.

- Prior to accepting the contract, they would like to see the 2023 event budgets to see where the money went and determine if it's within their scope.

8. Questions for Council:

- Are there any confirmed sponsors as of right now?

Council President Chilton is unsure because they are not managing it. Mayor Scholl confirmed that he has heard from four who are interested.

- Are there any copyright infringement issues for Halloweentown?

Walsh said it's been resolved.

- How quickly would the event contract be approved? They will need to move quickly if they are selected.

Mayor Scholl said it can be approved fairly quick.

9. The second year producing the Scoops Ice Cream event in Seattle encountered 3.5-4-hour long lines. They had to be creative, adding staffing and signage. They also handed out pints of ice cream to people in lines. A post-event survey was distributed for feedback, which they do for almost all events. They also invited people to come back the second day or to a future event at no cost.

**Break: 7:14 - 7:25 p.m.**

## **2. Cascadia Glamping, Hannah Woods, Co-Founder & Event Director**

Hannah Woods reviewed her presentation. A copy is included in the archive packet for this meeting. A few highlights were:

- Reviewed the history of their formation
- Active since 2022
- Core values are innovation, professionalism, client satisfaction, and sustainability
- Serve the entire west coast
- Increasing staff and production
- Three key staff members
- Focuses on community engagement, budget management, safety and logistics, and marketing
- Have seasonal rotating staff and contractors
- Uses event management software to organize events
- Have strong partnerships in the community
- Have done 24 successful events and have 13 upcoming this year
- Have a lot of positive impact feedback
- They know how important these events are to the community and tourism. They are promising a commitment to St. Helens and Columbia County to put economic growth, community spirit, and future outlooks first and foremost. A lot of people move away and then come back to raise their families here. People want events all year long.
- Commitment to being clear and concise

Responses to interview questions:

1. Being local, they are attendees of events. She worked at Big River Tap Room during Spirit of Halloweentown and understands how busy it gets. Communication with local businesses about impacts and street closures is important. They understand the nonprofit partnerships and the need for long-term planning. Revenues have been unclear but they understand they are responsible for expenses with talent, equipment, the boat, insurance, etc.

2. They are community members and participate as often as they can. They also have close working relationships with partners and local businesses. They can make the events successful in different ways. Communicating with local businesses and utilizing skill sets allows everyone to benefit.

3. Creating a wealth of opportunities for nonprofits to benefit and be successful. She talked about a partnership with Hudson Garbage for a recycling program for people to drop their cans and bottles and decide which nonprofit they want to support. There are opportunities to look at other parking areas to have various parking zones allowing multiple nonprofits to benefit.

4. The City already has a great newsletter and social media posts. They would work in conjunction with what's already being done.

5. Created a baseline set of packages. They want to make sure local businesses have the opportunity to sponsor by having smaller packages as well as larger corporate sponsorships. She talked about using software to track revenues and expenditures.

6. They are looking at tiered vendor fees to allow small local businesses the opportunity.

7. Hannah combined this question with the next one.

8. Questions for Council:

- Events that move the City to the next level of economic prosperity require broad community support. Community support provides a vested interest in the City's success. If they are selected, what tools will the City provide to help them operate openly to earn the community's trust?

Council President Chilton wants to see the Tourism Committee formed to oversee that. It would take the pressure off the City Administrator.

- She participated in the re-branding of Keep it Local and Columbia County. What level of County involvement are they comfortable with?

Council President Chilton feels that teamwork is important. However, it is important to focus on tourism and the contract at hand. Mayor Scholl agreed.

9. The area for a private music festival in Southern California flooded, making it difficult to get in and out. Because of their experience, they were able to transport everyone safely. It took an effort of the entire team to accomplish that.

### **PUBLIC COMMENT**

- ◆ Brittney Lapp. She is concerned about the Sand Island Sandcastle Competition in six weeks. The renowned carvers have been handpicked and a lot of preparation is needed. They need to know that agreements can be fulfilled. The proposals seem great, but she's concerned about the timing of their upcoming event. She is also involved with events on Sand Island during Spirit of Halloweentown. People enjoy it and come back. She has fallen in love with St. Helens and the events. Her life is put on hold for these events.

Mayor Scholl added that Brittney manages the event at Sand Island. World champion ice carvers and cake carvers come from all over the world to participate in the sandcastle competition. Council will discuss it on Wednesday and follow up with her.

- ◆ Guy Auker. He doesn't care about Spirit of Halloweentown, but people from all over the world come here. Reservations for airlines and hotels are already made to be here. Council is not giving a new company much time to prepare. If people come and are disappointed, word will get around. Whatever company selected will have to come up with a lot of money. Do they have the funds to start?
- ◆ Tammy Maygra. E2C has included the entire community to participate in events. People volunteer because of Tina. Without her, they will lose volunteers. Tammy disagrees with paying people to work and making responsible to donate to nonprofits. The other companies don't have a plan to include volunteers. E2C has the experience. This all started because a few people wanted the tourism money to fund their department. Now it will die because of jealousy. Council listened to false accusations and didn't correct them. Tourism is the only thing in the City that hasn't been a drain on the City. Council should focus on other problems and let Tina do her thing. The proposed Tourism Committee wouldn't know anything about running events. Council needs to put an end to the lies and do what's right.
- ◆ Nathan Wallace, Cub Master for Scouts. The decision made impacts them as they are one of the nonprofits who benefit from events as a vendor. They work with a lot of low-income families, turning introverts into extroverts, as well as teaching them about community, skills, and how to have fun. He hopes they continue to involve local nonprofits. They are already struggling and costs continue to rise. The kids are their future.
- ◆ Steve Toschi. There is a disparity between the finalists. One appears much more qualified than the other. The current contractor should have been part of the process. Businesses rely on tourism. They need someone with capacity and the ability to take it further. Treadway appears to have what it takes to handle the business but did ask about funding for events. The City made

it clear the contractor is responsible for that. Cascadia is a new company. They are new and do smaller events. The City needs someone who can deliver an internationally renowned event.

- ◆ Brady Preheim. The Request for Proposals (RFP) process was bogus. It was written by an attorney who had no idea of what the events would entail. The contract is for a micromanaged employee, not an independent contractor. Councilor Hubbard is biased with Main Street, Councilor Sundeen is enamored with Police and will do whatever they want, Council President Chilton is also beholden to the Police and willing to disparage a reputable company in public because she doesn't like the fact that they have the highest paid police in the State, and Jenni Gilbert is disqualified based on her public bias comments about Tina. What will the scores look like if they excluded those people? Main Street President Erin Salisbury has a longstanding feud with E2C about stealing their talent and then demanding a ransom to not interfere with Spirit of Halloweentown. Main Street wanted to help Hannah Woods replace Tina. Haley Starkey and Hannah went to the Dark Market and told them they plan to keep them on as an employee. That is corrupt. They have not released the scoring sheets but still want public comment on the process. He requested them four weeks ago and still hasn't received them. He wants to see whose scores are biased against Tina and who should be eliminated.
- ◆ Stephanie Patterson. She would be happy to answer any of the vendor questions. Big Foot is on board for sponsoring this year. The last 10 years with Tina have been great and should be celebrated.
- ◆ Morgan. She is not from here and represents the many people who come from far away. Spirit of Halloweentown is so important. Generations in her family watch the movies. It would be sad to see this event fall apart but would like to see it grow to more than just photo ops. In the past, you came because you were a fan of the movies. She would like to see more movie characters walking around, more food options, and explore the small businesses. A company is needed that can handle large crowds and space them out more.
- ◆ Margaret Trenchard-Smith, speaking as an individual. She respects and thanks the Council for their work. She doesn't understand the motive to replace Tina Curry. The proposed change is an injustice to Tina, who built Spirit of Halloweentown into an international festival. She makes Spirit of Halloweentown more fun and family friendly every year. It's a flagship for St. Helens. They should be thanking Tina, but she takes flak from naysayers and haters. No other contractor could replicate what she's done. Do people want to kill Spirit of Halloweentown? Would it retain its local authenticity without Tina? Tina was sensitive to nonprofits volunteering to earn funding for their programs. If their service organization is included in the future, individual members do not want to be paid. They want the club to be directly compensated. They all want to serve St. Helens and Columbia County.
- ◆ Judy Thompson. She appreciates the Council for making the interviews public and allowing public comment. She also agreed with Margaret's and Steve's comments. They had people from all over the world on their block for Nightmare on 4th Street. There is a huge disparity between the two candidates.

## DELIBERATIONS

Mayor Scholl agreed that this is a big event. It deserves the respect and thoughtfulness of the Council to make sure they get it right. Government is a slow process for transparency reasons. He hopes they're not rushing into something because they want something new.

## Council President Chilton...

- Appreciates that Cascadia Glamping has an understanding of the community.
- Appreciates how E2C has made the event into what it is today.
- Treadway has the experience with big events and theatrical elements, which will take it to the next level.

## Councilor Sundeen...

- Treadway
  - Seems to be ready to hit the ground running.
  - Have done events nearby and want to know what the community sees moving forward.
  - Concerned about other events also going at the same time. Hope they can give this event the attention it needs to be successful.
  - Likes that they will overinform vendors.
  - Asked good questions.
  - Liked the question about Disney. Wants to celebrate the movie as much as possible and expand from it.
  - Appreciates that they mentioned the ice cream festival, which he's heard concerns about.
- Cascadia Glamping
  - Impressed with them and appreciates their ideas.
  - Concerned that they don't have enough experience for what the City needs.
  - Appreciates that they want to elevate what already exists.
- Glad to hear they both plan to include nonprofits.

## Councilor Gundersen...

- Thanked them both for their presentations.
- They both bring different ideas to consider.

## Councilor Hubbard...

- Thanked them both for responding to the RFP.
- Treadway has been doing it for a long time.
- Cascadia is newer and can address more of what is needed locally.
- One is more corporate and one is more hands on.

## Mayor Scholl...

- Thanked them both for interviewing.
- Treadway has more experience for a world class event.
- They have built tourism to what it is now.
- Will continue to foster the relationships to be successful.
- St. Helens is recognized as a huge destination.
- The one event does a lot for this community and provides for all the events they're able to do. Fireworks will not bring revenue but benefits from Spirit of Halloweentown.
- Both responders are very passionate.
- Wants to give this a lot of thought and make a decision at Wednesday's meeting.
- They could go through the RFP process again.

Council President Chilton thinks they are ready to move to the next step. They should submit scores and announce the highest score at Wednesday's meeting. Mayor Scholl reminded them not to rush. Council President Chilton talked about either company being capable to doing the job. Mayor Scholl pointed out the unanswered questions, such as timing with multiple Halloween events. Council President Chilton suggested asking that question now.



Walsh pointed out that time is of the essence. Next steps: 1) Notice of intent to award; 2) Negotiation with contractor; and 3) Seven-day objection period, which makes the scoresheets and other information public.

**OTHER BUSINESS**

Review of scores:

	<b>Treadway Events &amp; Entertainment LLC</b>	<b>Cascadia Glamping</b>
Councilor Sundeen	134	131
Council President Chilton	132	120
Councilor Gundersen	140; experience	140; local
Councilor Hubbard	113	120
Mayor Scholl	121; very professional; lot of experience; qualified to do the job	66; inexperience; passed from question #7 to #8 and gave her a zero for that
<b>Totals</b>	<b>640</b>	<b>577</b>

**Motion:** Motion made by Council President Chilton and seconded by Councilor Gundersen for a notice of intent to be issued to Treadway Events & Entertainment LLC. **Vote:** Yea: Mayor Scholl, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

**ADJOURN – 8:48 p.m.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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

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Rick Scholl, Mayor