

City of St. Helens
Consent Agenda for Approval

ANIMAL FACILITIES

The following facilities have been inspected by City of St. Helens Police Department and are recommended for approval of an Animal Facility License:

<u>Owner Name</u>	<u>Location</u>	<u>Purpose</u>
Columbia Humane Society	2084 Oregon Street	Multiple Dogs



ST. HELENS POLICE DEPARTMENT

150 S. 13th Street, St. Helens Oregon 97051
Office (503)397-3333 FAX (503)397-0619

RECEIVED

Brian Greenway
Chief of Police

MAR 17 2026

CITY OF ST. HELENS

On Monday January 12th at approximately 10:00am, I met with Lisa Beggio at the Columbia County Humane Society, St Helens OR 97051 to conduct a prescheduled Animal Facility License inspection. This inspection is to ensure the premise is in compliance with Ordinance 6.04.080, OAR 609.415, OAR 609.420, OAR 603-015-0025 through 603-015-0065. Included with her application was her liability insurance information from Hagan Hamilton Insurance (Policy # [REDACTED]). Attached with the application was also the Oregon Department of Agriculture Business license # AG-L1076026ARE.

I walked into the Humane society and was greeted by Lisa. I noticed that the facility is an animal rescue entity that houses a variety of animals that are brought for various reasons such as loose found dogs, abandoned dogs, animals put up for adoption, various cats and other animals. Lisa explained that the renewal for the license is to continue serving the citizens of Columbia County with animal services and rescue pets.

The shelter was spacious with kennels for over 20 kennels that house dogs and over 20 kennels that house cat rescues. There were outdoor kennels where dogs are placed during the daytime and there were also indoor kennels. There is a dog run adjacent to the shelter where staff take dogs to run around and allow them to play with other animals. All fences, gates, kennels appeared in good shape with no spaces for animals to escape. Staff are trained in dealing with animals and are trained to deal with any issue that may arise.

Lisa gave me a tour of the facility and showed me the kennels, the wash stations, the food pantry, the cat location, and all the needs that animals need. The facility was a comfortable temperature and Lisa explained to me that all the animals at the shelter are fed twice a day and have plenty of water in their kennels. All the food in the food pantry was stored in sealed containers to prevent vermin infestation. All the animals have bedding where they are able to sleep and rest.

The staff take care of basic needs of the dogs and go to the Columbia Vet on 150 M 15th st for any medical needs for the animals.

I am not aware of any recent complaints received by SHPD regarding noise, odors, stray animals, or other Ordinance violations regarding the Columbia County Humane Society. In my opinion, I think The Humane Society should be granted the Animal Facility License.

Code Enforcement Officer

Everardo Medina

City of St. Helens

265 Strand Street • St. Helens, OR 97051 • 503-397-6272

Application Fee: \$40.00

Animal Facility License Application

St. Helens Municipal Code Chapter 6.04

If you own any of the following inside the city limits, you must have an Animal Facility License:

- More than 3 adult dogs; or
- More than 3 adult dogs and one litter of puppies; or
- More than 3 adult hens and/or ducks and 6 chicks or ducklings under 9 weeks; or
- More than 3 adult rabbits and/or 1 litter of bunnies under 9 weeks; or
- An exotic animal

Complete the application and return to the above address with the fee, copies of your dogs' licenses and a copy of your homeowners insurance. You must list each animal separately in the space provided below that you intend to keep at your facility. Your facility, including perimeter fence if required, must be inspected before your application will be forwarded to the City Council for action. The Police Department will contact you within 10 days of application to schedule an inspection. The application fee is \$40 for a two year license and must be renewed prior to expiration.

If your application is denied, you have two options to obtain compliance: 1) You meet the requirements for an animal facility license; or 2) you have only allowed animals on your property. Once you can prove that you are in compliance for a license, we can seek approval by the City Council. If you have eliminated the need for an animal facility license, you may request a refund of the application fee.

Address at which animal(s) will be kept:				
Applicant Information		Alternate Contact/In Case of Emergency		
Name: <u>Columbia Humane Society</u>	Name: <u>Karen Kins</u>			
Mailing address: <u>Box 845</u>	Mailing address: <u>Box 845</u>			
City/State/Zip: <u>St. Helens, Oregon 97051</u>	City/State/Zip: <u>St. Helens OR 97051</u>			
Cell phone: [REDACTED]	Cell phone: [REDACTED]			
Home phone: [REDACTED]	Home phone: [REDACTED]			
Email: [REDACTED]	that works best for you: <u>Any day</u>			
List each animal to be kept at the above address (attach additional paper if more than 6 animals)				
Species/Breed	Name	Sex	Age	County Dog License Expiration Date
1.				
2.				
3.				
4.				
5.				
6.				
Veterinarian Information				
Name: <u>Columbia Vet</u>		Phone: <u>503-397-1928</u>		
Address: <u>150 N 15th St</u>		City/State/Zip: <u>St. Helens OR 97051</u>		
Liability Insurance Information				
Agent's Name: <u>Hagen Hamilton</u>		Phone: <u>503-397-0123</u>		
Insurance Company: <u>Liberty Mutual</u>		Policy No.: [REDACTED]		
<i>Attach a copy of the policy indicating applicant is covered while maintaining the described animal(s).</i>				

AUTHORIZATION

I, Lisa Boggio, understand that I am applying for an animal facility license to keep the above listed animal(s) at 2084 Oregon St, St. Helens, Oregon. I have read Municipal Code Chapter 6.04 Animal Control Code, and fully understand my obligation as an animal owner and facility operator and agree to comply with the Code and applicable county, state and federal laws. I further understand that this license, if approved, is valid for a period of two years and must be renewed prior to expiration.

Lisa Boggio
Applicant Signature

11-25-2025
Date Signed

FOR OFFICE USE ONLY		
Date received: <u>12/8/25</u>	Officer assigned: <u>COE Everardo Medina</u>	Date forwarded to City Recorder: <u>3/17/26</u>
Received by: <u>Lisa</u>	Date/Time of inspection: <u>1/2/26, 10am</u>	Council meeting date: <u>4/1/26</u>
Receipt No.: <u>251137373</u>	Officer recommendation: <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Deny	
Dated forwarded to PD: <u>12/8/25</u>	If approved, date license issued:	
Forwarded by: <u>Lisa</u>	Expiration date:	