



**AGENDA**

**MOLALLA CITY COUNCIL MEETING**  
**February 12, 2020**  
**7:00 PM**  
**Molalla Adult Center**  
**315 Kennel Ave, Molalla, OR 97038**

*Mayor Keith Swigart*

*Council President Leota Childress*  
*Councilor Elizabeth Klein*  
*Councilor DeLise Palumbo*

*Councilor Terry Shankle*  
*Councilor Jody Newland*  
*Councilor Crystal Robles*

**1. CALL TO ORDER AND FLAG SALUTE**

**2. ROLL CALL**

**3. PRESENTATIONS, PROCLAMATIONS, CEREMONIES**

**4. PUBLIC COMMENT**

*(Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder.)*

**5. ADOPTION OF AGENDA**

**6. CONSENT AGENDA**

*(This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may only be discussed if it is pulled from the consent agenda.)*

A. Meeting Minutes – January 22, 2020.....Pg. 14

**7. PUBLIC HEARINGS**

**8. GENERAL BUSINESS**

A. Resolution 2020-02: Budget Transfer for FY 2019-2020 (Seifried).....Pg. 29

**9. REPORTS**

- A. City Manager and Staff
- B. Mayor
- C. City Councilors

**10. RECESS INTO EXECUTIVE SESSION**

Held pursuant to Oregon Public Record Law, ORS 192.660(2):

(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

**11. RECONVENE REGULAR SESSION**

**12. ADJOURN**

*Agenda posted at City Hall, Library, and the City Website at <http://www.cityofmolalla.com/meetings>. This meeting location is wheelchair accessible. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-829-6855.*



# Annual Wastewater Report

State of the Sewer

# Holly DeRamus

► Compliance Specialist



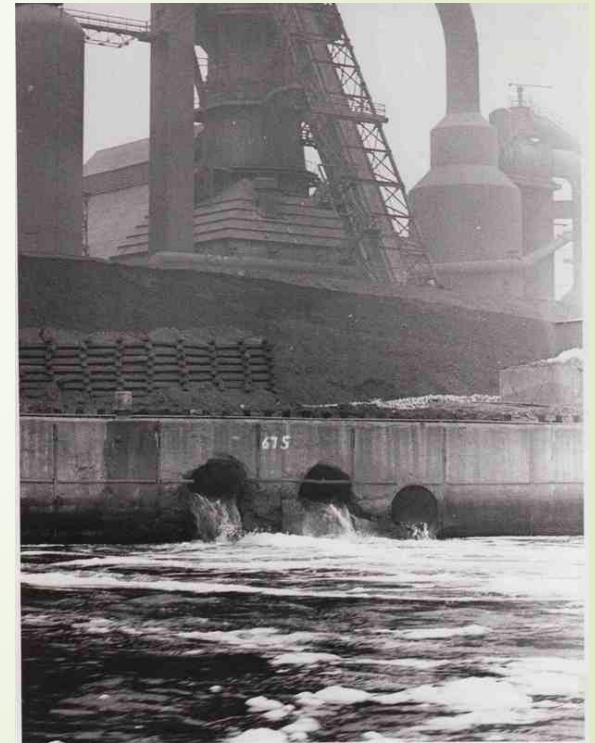
# Wastewater Brief History

How we got here



# In the Beginning

- 1970 the EPA was created and the States needed to treat their wastewater.





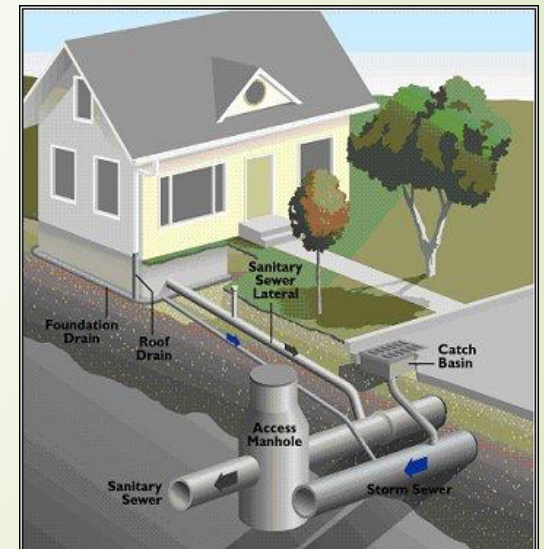
# Treat their wastewater?

- Secondary Treatment
- Basically two ways to do it
  - Naturally
  - Mechanically



# How do you treat wastewater?

- ▶ Air and time
  - ▶ Conversion
    - ▶ Water, CO<sub>2</sub>, inert solids (biosolids (sludge))
- ▶ Collection system
  - ▶ I&I – inflow and infiltration - rainwater



# Molalla's choice

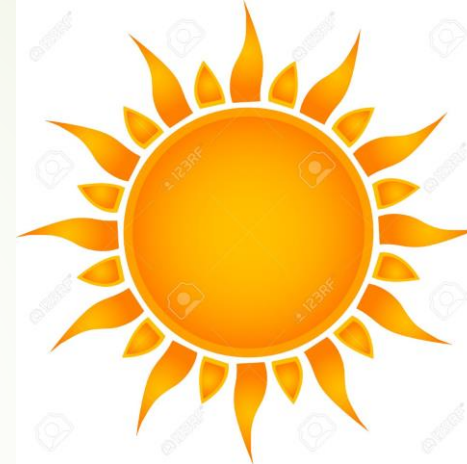
- Naturally - lagoon
- Rural, lots of land, low population





# Lagoon Systems

- Rely on and affected by the:
  - Weather
  - Rain
  - receiving stream
  - Irrigation
  - sludge removal
  - balance with hydraulics and nature



# Molalla Upgrade

- ▶ 1980's Molalla added water-quality filtration as the last step in the treatment process.
  - ▶ Filtered out the algae etc
- ▶ It's all good
  - ▶ Sludge and overall maintenance



# Currently

- This year
  - Maintenance at the plant
    - Filter upgrade, control improved
  - Sludge removal program – tons removed!
  - Collection system rehab
    - Decreased incoming wastewater significantly





# Violations this year

- ▶ First quarter there were BOD violations
  - ▶ Major storm event in April
- ▶ This quarter Ammonia violations
  - ▶ Mixing violations due to low river flows



# Future

- ▶ New treatment plant
  - ▶ Mechanical
  - ▶ Costs
- ▶ Quarterly reports





## Minutes of the Molalla City Council Regular Meeting

Molalla Adult Community Center  
315 Kennel Ave., Molalla, OR 97038  
January 22, 2020

### 1. CALL TO ORDER AND FLAG SALUTE

The Molalla City Council Regular Meeting was called to order by Mayor Keith Swigart at 7:02pm.

### 2. ROLL CALL

#### COUNCIL ATTENDANCE:

Mayor Keith Swigart – Present  
Councilor Elizabeth Klein – Present  
Councilor Leota Childress – Present  
Councilor DeLise Palumbo – Absent  
Councilor Terry Shankle – Present  
Councilor Jody Newland - Present  
Councilor Crystal Robles - Present  
Student Liaison Natalee Litchfield - Present

#### STAFF IN ATTENDANCE

Dan Huff, City Manager - Present  
Christie DeSantis, City Recorder - Present  
Gerald Fisher, Public Works Director - Present  
Chaunee Seifried, Finance Director - Absent  
Alice Cannon, Planning Director - Present

### 3. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

#### A. Presentation - Wastewater Update

Holly DeRamus, wastewater expert and former instructor at Linn Benton Community College (for wastewater), has been contracted by the City of Molalla to perform the duties of the Consent Decree. Ms. DeRamus provided a brief history of the City of Molalla Wastewater Treatment Plant. (Exhibit A)

After the presentation, Councilors had a few clarifying question. Councilor Childress asked if a violation always included a penalty. Mr. Fisher stated that it does not. He feels that because DEQ knows that we are actively trying to fix the problem, that they filed the violation without the fine.

Mr. Fisher shared that Quarterly Reports are being given regularly at City Hall. The next report will be held on March 4, 2020 at 12:00pm in the Conference Room. This meeting is open to the public, however closed for public comment.

### 4. PUBLIC COMMENT

(Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder.)

### 5. APPROVAL OF THE AGENDA

### 6. CONSENT AGENDA

(This section allows the City Council to consider routine items that require no discussion and can be approved in one comprehensive motion. An item may only be discussed if it is pulled from the consent agenda.)

- A. Meeting Minutes – January 11, 2020
- B. Resolution No. 2020-02: Hazard Mitigation Plan

***A motion was made by Councilor Klein to approve the Consent Agenda, seconded by Councilor Newland. Vote passed 6-0.***

## **7. PUBLIC HEARINGS**

There were no Public Hearings.

## **8. GENERAL BUSINESS**

- A. Community Program Committee: Culture and Arts Program

***A motion was made by Councilor Childress to approve the Culture and Arts Purpose Statement, seconded by Councilor Shankle. Vote passed 6-0.***

Culture and Arts Committee Applicants to be appointed include: Ken Fetters, Lynsey Knapp, David Jackson, Dannie Aasted and Steve Mysinger.

***A motion was made by Councilor Childress to appoint the above listed applicants to the Culture and Arts CPC, seconded by Councilor Shankle. Vote passed 6-0.***

- B. Community Program Committee: Economic Development Program

Councilor Childress requested that the last sentence of the Purpose Statement for the Economic Development CPC read, “The committee will consider high-level approaches to economic development in Molalla; the trade-offs associated with different approaches; and recommend appropriate action steps for the City to take to support economic growth in the next 20 years”. All Councilors agreed to the amendment.

***A motion was made by Councilor Childress to approve the Economic Development CPC with amendment, seconded by Councilor Klein. Vote passed 6-0.***

- C. Molalla Area Vision and Action Plan 2030 Adoption

***A motion was made by Councilor Shankle to adopt the Molalla Area Vision and Action Plan 2030, seconded by Councilor Robles. Vote passed 6-0.***

Councilors praised the efforts of Councilors Klein and Childress in this endeavor. The Vision and Action Plan was a three-year project. All Councilors are pleased with the outcome and look forward to setting goals in accordance with the Plan.

## **9. REPORTS**

- A. City Manager and Staff

Planning Director Cannon reminded Councilors that there is an upcoming hearing regarding the Industrial Hemp Plant. The Hearing will be held on February 11, 2020 at 6:30pm in the Municipal Court at City Hall.

Director Cannon explained that the City is not intending to shut down the business, the goal is compliance around the odor.

Director Fisher shared the Public Works monthly report with Council. (attached) The Department of Transportation will be replacing ADA ramps along OR211 from Hezzie Lane to Mathias Road. This is an outcome of the multi-st

lawsuit that took place regarding ADA ramps and the requirements. The State of Oregon is handling the entire project. It will coincide with the Bike & Ped path project and the stop signal going in at Main Street and Molalla Avenue. We have obtained Federal and State approvals for the Molalla Forest Road Bike and Ped path. The crossing there started to collapse last winter. Design and permitting materials were submitted and last week we received approvals from the Army Corp of Engineering.

The Public Works Shops Facility is nearing completion. Once it is done, Director Fisher will schedule tours with Council members.

Mayor Swigart asked about the status of the Tractor Supply store. Director Fisher stated that the City is waiting for Tractor Supply to come to City Hall to pick up two easements that need to be taken to Clackamas County for recording purposes. The easements have been ready for recording since November. Tractor Supply also needs to comply with the Department of Transportation. They need to submit a set of plans that will grant ODOT's approval, a development agreement to ODOT, a bond to ODOT and approvals for temporary access. ODOT will inform Director Fisher once that has happened.

Director Cannon has three items remaining on her list that Tractor Supply needs to submit.

City Recorder DeSantis – Nothing to report.

City Manager Huff handed out worksheets for the upcoming Work Session Retreat that is taking place on Saturday, January 25, 2020. (attached) He requested that Councilors review them and give feedback at the upcoming Retreat.

#### B. Mayor

Mayor Swigart attended an Elected Officials class for rules on Elections and what is the candidates responsibility. It was presented by the Secretary of States office.

#### C. City Councilors

Council President Childress thanked Council for adopting the Molalla Area Vision and Action Plan 2030. The next step is to hire a Vision Coordinator. The Vision Coordinator is covered by a grant from the Ford Family Foundation.

Councilor Klein thanked the Council and community for supporting the Vision and Action Plan.

Councilor Newland shared the Battle of the Badges competition is coming up soon, in support of the Share the Love campaign. This competition is between Police Officers and Fire Fighters. It will be held on February 9, 2020.

Councilor Shankle reminded community members that the Chamber Dinner and Auction is being held on Saturday, January 25, 2020 and tickets are still available.

Councilor Robles informed Council that she has reached out to the Executive Director of Chamber of Commerce, to set up a meeting with her, as the newly appointed Council Liaison.

Student Liason Litchfield reported that Share the Love starts on January 31, 2020 with a kick-off assembly at the High School. T-Shirts will be on sale at Hi-School Pharmacy beginning February 1, 2020. Conferences are being held on January 31, 2020.

## 10. ADJOURN

***A motion was made by Councilor Newland to adjourn the meeting at 8:02pm, seconded by Councilor Shankle. Vote passed 6-0.***

\_\_\_\_\_  
Keith Swigart, Mayor

\_\_\_\_\_  
Date

Respectfully Submitted:

\_\_\_\_\_  
Christie DeSantis, City Recorder

DRAFT



**Public Works Department**

117 N Molalla Avenue

PO Box 248

Molalla, Oregon 97038

Phone: (503) 829-6855

Fax: (503) 829-3676

**January 22, 2020**

TO: Dan Huff, City Manager

FROM: Gerald Fisher, Public Works Director

CC: Christie DeSantis, City Recorder

**RE: Project Update for Public Works**

The following is a list of public and private projects currently underway or in process.

**Administrative Projects Underway**

1. Staff is working on several individual home construction permits, pre-application projects for new developments, policy and procedure updates, and other improvements to the department.
2. Municipal Code Update – Staff continuing to work on rewrite of MMC Chapter’s 10, 12, 13, and 21 as time allows.
3. Street Sign Replacement Program – Crews have successfully completed stop sign inventory and replacements on Mathias Rd, Mary Dr, Molalla Forest Rd, Lowe Rd, Riding Ave, Meadow Dr, and Village Dr.
4. ODOT ADA Ramp Replacements – ODOT will be replacing all ADA ramps along Main Street (OR 211) from Hezzie Lane to Mathias Road that are not in compliance with current standards. This work is at no cost to the City and we anticipate construction to begin this summer during the construction of the bike and ped pathway and OR 211-Molalla signal projects. In 2020, OR 211 will be under construction from OR 213 to Mathias Road.
5. ODOT Crosswalk Locations – In 2010, ODOT approved crossings at Kennel, Metzler, Molalla, Engle, Center, Sweigle, Grange, Lola, and Cole. The City and ODOT intended to enter into an IGA so that the City could install and maintain the crosswalks, but it appears that no IGA was finalized. See attached letter from ODOT. Staff is working with ODOT to reinstate the approval, execute an IGA, and take over installation and maintenance of crosswalks with continental style bars on the roadway.

**Public Capital Projects Underway**

6. 16-07 Shops Facility Improvements – Contractor continuing to work on internal portions of building. Plumbing, HVAC, and Electrical finals scheduled for this week. Contractor anticipates completing final grading by next week of parking areas followed by paving as weather permits. Contractor is cleaning spaces and mobilizing unneeded materials offsite. PGE completed it’s rework of power into facility and building was energized. Staff anticipates most of the



improvements to be completed in February and contractor is waiting on delivery of lockers and other materials. Once project is completed, staff will schedule a tour of the facility for City Council.

7. 17-04 OR 211 (213-Ona) – Right of Way in acquisitions process. Final plans anticipated 02/24/20 and bidding tentatively scheduled for 04/16/20. Anticipate construction of pedestrian path to start sometime in summer 2020.
8. 17-15 WTP New Trident 2MGD Filtration Plant, Chemical & Telemetry Upgrades – Concrete pad for filter unit poured and curing underway. Pad must cure for 30 days before weight can be placed on it. Filter manufacturer is in the process of constructing new filtration unit and is scheduled to ship later this spring. Anticipate completion by June 2020.
9. 18-04 WWTP Biosolids Removal – The contractor removed a total of 279 tons of biosolids and is shut down for the winter. Total removal to date is 979 tons. Sludge judge of lagoons and aeration basin completed. Staff working on repair to valve between Lagoons 1 and 2. Contractor will begin removal again May and continue through July. Will shut down at the end of July to allow for Lagoons to settle and reduce potential ammonia spikes.
10. 18-06 WWTP New Headworks Screen – Contractor working on last of punch list items. Final completion date is 01/30/20. Staff will wrap up record drawings, documents to DEQ, and last of project paperwork and payments in February. The first part of the WWTP upgrade is complete.
11. 18-08 Hwy 213 & Hwy 211 Safety Improvements – Waiting on ODOT to deliver project sometime in 2021. The City's match is \$10,013 or 7.78%.
12. 18-08 Hwy 213-Toliver Roundabout – IGA executed on 11/12/19. Staff submitted loan application through ODOT. Project currently in design and anticipate construction in Spring of 2023.
13. 18-09 WWTP Permit Extension – Staff still waiting to receive a response back on approved extension application. We are continuing to operate under the existing permit.
14. 18-11 Trout Creek Water Right Transfer – Project to begin at conclusion of project 18-12.
15. 18-12 Trout Creek Monitoring Station – Flow monitoring underway and will continue thru the Summer of 2020. Anticipate project completion by December 2020.
16. 18-17 Phase 1 Project 7 Fenton Avenue Sewer and Water Improvements – Paving completed by outside forces with the help of Maintenance Division staff. Staff is working with City attorney to close out project.
17. 19-02 Water Master Plan & Water Management & Conservation Plan – Draft Chapters 1 through 7 posted to the website. TAC/PAC meetings rescheduled for 01/28/20, Apr 2020, and Aug 2020. Planning Commission and City Council hearings scheduled for the end of 2020. Contract amended to include Risk Assessment and Emergency Response Plan update beginning in July 2020. This plan addition is an EPA recommendation that will soon become a requirement. Staff will be working on the update to complete prior to EPA requirements taking effect.
18. 19-03 City Hall Remodel Ph 3 – Changes to power and office safety improvements scheduled to begin this month and end by June. Design of office spaces to begin later this spring.
19. 19-05 Consent Decree Compliance Reporting – The fourth quarterly meeting was on 12/04/19. No violations reported during third quarter reporting period. In the next quarterly meeting, violations for ammonia in November and December, misworded sign in December will be

noted. Staff is tracking performance of WWTP for January and adjusting plant operation as needed.

20. 19-07 MFR Ped Bridge (P42) – Received DSL, USF&W, DEQ, SHPO, and USACE approvals to move forward with project during in water work period in the summer of 2020. Final plan review completed. Anticipate bidding in on or before March and construction in August. The first phase of this project will happen during construction of improvements on OR-211. Design of bridge structure and pathway improvements underway. Anticipate construction completion during FY 20-21.
21. 19-08 SCTD Master Plan – Staff participated on the technical review committee. Future meetings to be determined by District consultants. Once master plan is completed, a modification to the transit portion of the TSP will be required. No tentative start date for that work is scheduled at this time.
22. 19-09 OR 211-Molalla Ave Signal – Design of the signal is underway as part of the conditions for Project 19-04 Cascade Center listed below. Staff attended first design meeting with ODOT on 01/07/20. Developer plans to construct in summer of 2020. Construction will likely require the closure of Molalla Avenue for one block in each direction for staging of construction and night work will be allowed. Actual construction dates are still to be determined. Staff anticipates detour routing during construction. It is unclear at this time if closures will take place during the 4<sup>th</sup> of July events. Once staff has firm dates for construction then we will notify community through website and Facebook. Businesses will be contacted later this spring regarding potential impacts to downtown. This project is a high priority intersection safety project in the TSP. Closure of through truck traffic will likely coincide with construction in accordance with the TSP.
23. 19-10 WWTP Upgrade – Staff received three proposals and are in review by the selection committee. Anticipate award later this month and begin Value Analysis work in February 2020.
24. 19-11 Molalla Ave Intersection Improvements (5<sup>th</sup> & Heintz) – Design underway for improvements to Molalla Ave-5<sup>th</sup> Street and Molalla Avenue-Heintz Street intersections. As part of TSP projects M29 and M30 to complete pedestrian crosswalk markings, all-way stops, and turn pockets in north-south directions. Anticipate construction completion in Summer 2020.
25. 19-12 Phase 1 Project 2 Patrol Street Sewer and Water Improvements – Plan and specification review by staff underway and anticipate construction in summer of 2020.

#### **Public Capital Projects Not Started**

26. 18-14 Decant Facility – This project will provide a dewatering station for street sweeping and vector debris prior to disposal. Project to begin after construction of new shops building.
27. Shops Waterline Replacement – This project will begin in FY 20-21 and will replace pre-1950's waterline providing service to the shops facility and elementary school. Possible future stub connection to Bear Creek Subdivision will be reviewed as part of Water Master Plan recommendations.
28. Creamery Creek Park – As part of Lexington Estates Phase 3, the developer dedicated an 11,011 square foot parcel to the City for park use. Public Works intends to move forward with project design in FY 20-21.

29. Adult Center Parking Improvements – The Adult Center submitted a grant application to reconstruct the parking lot. Staff is working with the Adult Center to budget funds for repair or replacement of underground facilities pending grant approval.
30. Center Avenue Alley – Project deleted. Developer has not moved forward with project.

**Private Projects Underway**

31. 17-17 Hezzie Lane Subdivision – City waiting for OR 211 improvements to be completed.
32. 17-20 Sawyer’s Truck Repair – Contractor working on stormwater and site improvements.
33. 18-16 Tractor Supply Store – Staff waiting for developer to complete conditions of approval and project correction list in order to issue a release on Certificate of Occupancy.
34. 19-04 Cascade Center – Plans received from developer and plan review is underway.
35. 19-13 Dollar General – Waiting for submittal of revised plans from developer.

Attached at the end of this memo is an update from Operations. Thank you and let me know if you have any questions.



## INTEROFFICE MEMO

TECHNICAL SERVICES  
Traffic-Roadway Section  
Office Phone: (503) 986-3568  
Fax Number: (503) 986-4063

DATE: June 11, 2010

TO: Dennis Mitchell  
Region 1 ITS/ Traffic Engineer

File Code: Hwy. 161, MP 12.64-13.19

FROM:   
Edward L. Fischer, P.E., PTOE  
State Traffic Engineer

SUBJECT: **Approval of Request for Marked Crosswalks  
Woodburn-Estacada Highway, OR 211  
Hart Street to North Cole Avenue, MP 12.64 – 13.19  
City of Molalla**

We have reviewed your request to install marked crosswalks at the following intersections on the Woodburn-Estacada Highway in Molalla. These intersections include:

1. M.P. 12.66 (uncontrolled) at the west side of Kennel Street.
2. M.P. 12.70 (uncontrolled) at the east side of Metzler Avenue.
3. M.P. 12.76 (stop controlled) at the west side of South Molalla Avenue.
4. M.P. 12.76 (stop controlled) at the east side of South Molalla Avenue.
5. M.P. 12.81 (uncontrolled) at the west side of Engle Avenue.
6. M.P. 12.85 (uncontrolled) at the east side of Center Avenue.
7. M.P. 12.87 (uncontrolled) at the east side of Sweigle Avenue.
8. M.P. 12.94 (uncontrolled) at the west side of Grange Avenue.
9. M.P. 12.94 (uncontrolled) at the east side of Grange Avenue.
10. M.P. 12.98 (uncontrolled) at the west side of Lola Avenue.
11. M.P. 13.19 (uncontrolled) at the west side of North Cole Avenue.

In accordance with Oregon Administrative Rule (OAR) 734-20-0410, we approve your request with the following conditions:

1. Any infrastructure improvements will include standard or better ADA accommodations.
2. Crosswalks shall be marked with either the Standard style or Staggered Continental style layout. Ladder style crosswalks are not allowed on state highways.
3. An Intergovernmental Agreement with the City for the funding and responsibility for maintenance of the crosswalk markings, curb extensions and signs.

If you have any concerns regarding this approval, please contact Jan Gipson at 503-986-3573.

JG



**Public Works Department**  
117 N Molalla Avenue  
PO Box 248  
Molalla, Oregon 97038  
Phone: (503) 829-6855  
Fax: (503) 829-3676

January 22, 2020

TO: Gerald Fisher, Public Works Director  
FROM: Andy Peters, Operations Supervisor

**RE: Operations Update for City Council**

Gerald,

Attached is our Operations update, covering the period of December 15<sup>th</sup>, 2019 – Jan 15<sup>th</sup>, 2020.

Respectfully,

Andy Peters  
Operations Supervisor  
City of Molalla



The Utility Crew completed 179 work orders during this period. Below, Crews repair a sewer lateral under Molalla Ave which had been infiltrated by roots from a nearby tree.





Crews also participated in the effort to complete paving of Fenton Ave. Below, crews dig out sections, prep base rock where needed, and assist in paving 9667 square feet of asphalt during December and Early January, to close the project out successfully.

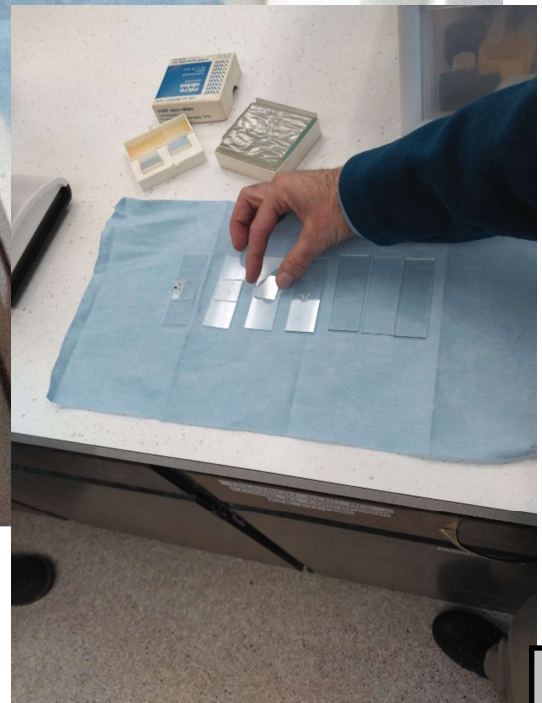
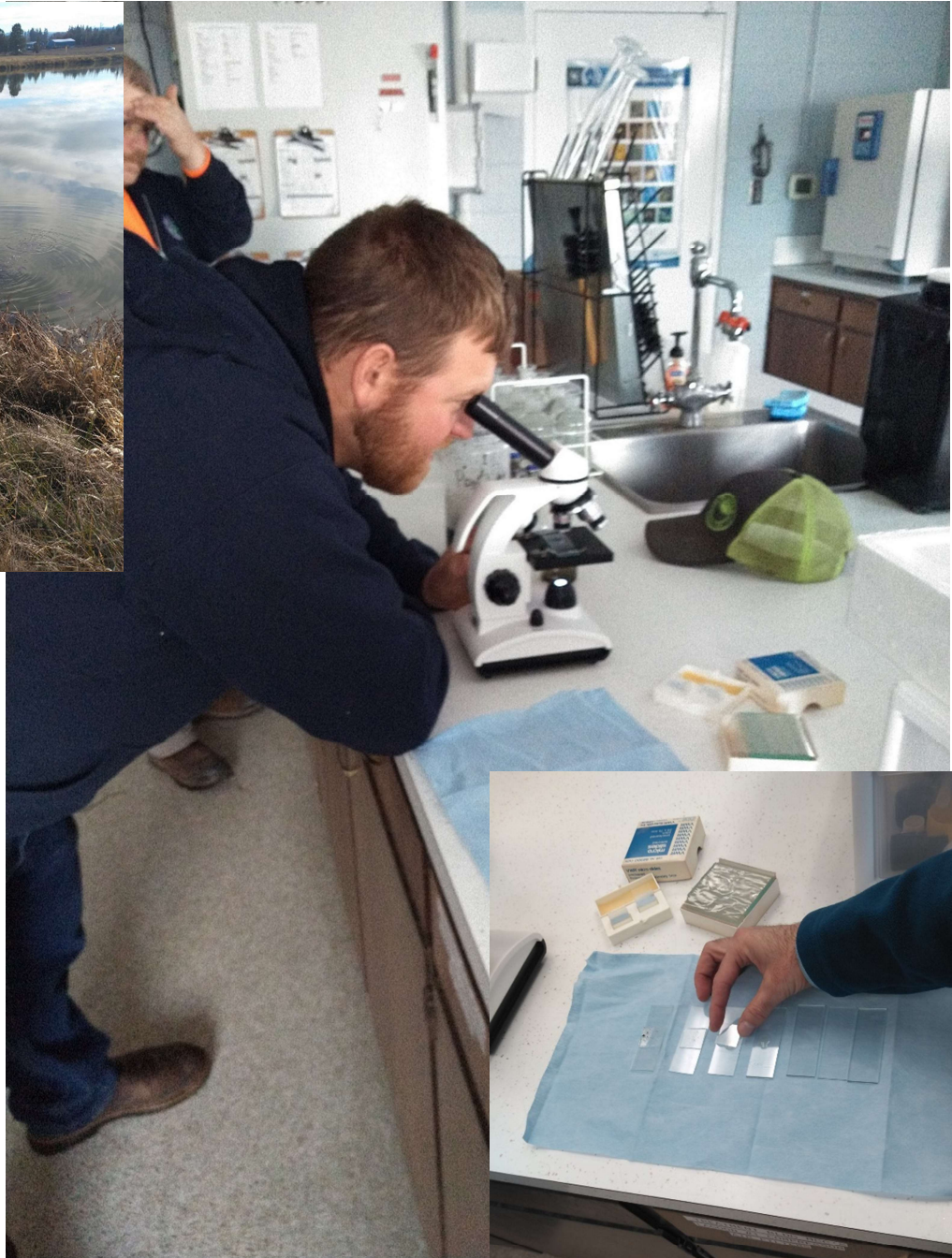


Operators at the Water Treatment Plant witnessed the pouring of a large concrete pad to place the new Trident Water Filter on, which is expected in February. Installing the new filter will take close coordination with Operations staff to ensure a smooth transition to the new filter, and to test the new system.





The Wastewater Treatment Plant experienced some challenges during this period, including higher than normal ammonia levels, and a recent spike in BOD measurements. Operators have been working with external consultants to understand the situation and take the appropriate coordinated action. Regular updates to DEQ are being provided by the Operations Supervisor. In Mid-December Operations staff met with Holly DeRamus to brainstorm action steps and discovered a way to inject more oxygen into the system (needed to combat ammonia) by better scheduling the aerator motor cool-down periods. Below, Operators study our lagoon biology, attempting to identify whether living organisms needed for the treatment process are found in high enough concentrations to ensure the lagoons are functioning properly.



Performance metrics:

## Work In Process

Current Load by Team

Team	Backlog (# of WOs)	Promise Date Performance
Utility Crew	52	99.96%
Wastewater Plant	59	98.47%
Water Plant	19	95.24%
Supervisor	38	92.86%

Current Financial Encumbrances (Open/Approved POs by fund) for Operations

Fund	Account#	\$\$
Sewer Fund	106-601-5-*	\$130256.58
Water Fund	105-501-5-*	\$59349.07
Storm Fund	108-801-5-*	\$5008.58
Park Fund	101-106-5-*	\$3179.93
Street Fund	104-401-5-*	\$70188.36
TOTAL		\$267982.5200

## Work Complete During Period

12/15/2019 - 1/15/2020

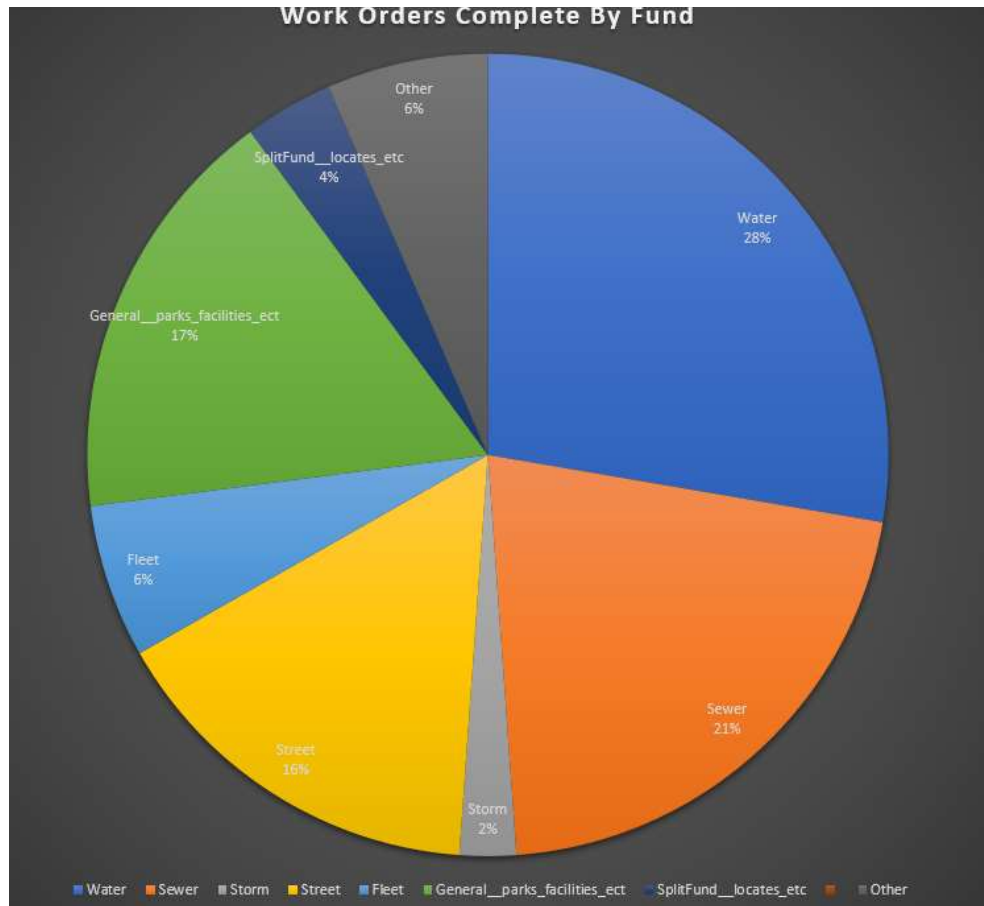
Work Orders Completed (by Fund)

Water	85
Sewer	65
Storm	7
Street	48
Fleet	6
General_parks_facilities_ect	52
SplitFund_locates_etc	11
Capital	0
Other	20
TOTAL	294

Work Orders Completed (by Team)

Utility_Crew	179
Wastewater_Plant	43
Water_Plant	66
Supervisor	6
Corrective_Action	0
Deep_Backlog	0
TOTAL	294

Work Orders Complete By Fund



# City of Molalla

## City Council Meeting



### Agenda Category: General Business

**Subject:** Adopt Budget Transfer FY 19/20 Resolution 2020-02

**Recommendation:** Council Approval

**Date of Meeting to be Presented:** February 12, 2020

**Fiscal Impact:** None

**Background:**

This resolution adjusts the fiscal year 2019-2020 budget to keep the City in compliance with Oregon Budget Law. The resolution adjusts the budget for unforeseen events including unanticipated costs or additional unanticipated revenue. Our legal fees in the Sewer fund are looking to be a lot higher than originally anticipated. There are also some maintenance operating expenses that are coming in higher than anticipated as well. We are reducing our contingency amount and increasing our expenditures.

**Suggested Motion** – *“To adopt Resolution 2020-02 for Budget Transfer for Fiscal Year 2019-2020.”*

**SUBMITTED BY:** Chaunee Seifried, Finance Director  
**APPROVED BY:** Dan Huff, City Manager

**RESOLUTION NUMBER 2020-02**



**RESOLUTION OF THE CITY OF MOLALLA, MOLALLA CITY COUNCIL  
AUTHORIZING THE TRANSFER OF RE-APPROPRIATED FUNDS WITHIN  
FY 2019/2020 BUDGET**

**WHEREAS**, on June 12, 2019 the City of Molalla budget for FY 2019/2020 was adopted and funds were appropriated by the Molalla City Council; and

**WHEREAS**, this resolution is prepared pursuant to ORS 294.463; and

**WHEREAS**, the purpose of the authorized expenditures is to rebalance the FY 2019/2020 operating budget: and

**WHEREAS**, the transfers within the Sewer Fund is needed to re-appropriate funds between categories.

**NOW, THEREFORE, BE IT RESOLVED:**

**That the FY 2019/2020 Budget appropriations be revised as follows:**

<b>FUND</b>	<b>Organizational Unit or Program</b>	<b>Existing Appropriations</b>	<b>Transfer In</b>	<b>Transfer Out</b>	<b>Revised Appropriations</b>
<b>Sewer Fund:</b>	Sewer Maintenance	\$740,890	\$193,000		\$933,890
	Contingency	\$385,494		(\$193,000)	\$192,494
<b>Total Sewer</b>		<b>\$1,126,384</b>	<b>\$193,000</b>	<b>(\$193,000)</b>	<b>\$1,126,384</b>

This resolution shall become effective immediately upon its passage by Council.

Adopted by the City Council of the City of Molalla at a regular meeting thereof this 12<sup>th</sup> day of February 2020 by the following vote:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

\_\_\_\_\_  
Keith Swigart, Mayor

ATTEST this 12<sup>th</sup> day of February 2020:

\_\_\_\_\_  
Christie DeSantis, City Recorder