



**CITY OF MOLALLA
CITY COUNCIL REGULAR MEETING
EXECUTIVE SESSION FIRST
AGENDA**

Council Chambers | Molalla Civic Center - 315 Kennel Avenue - Molalla
Wednesday | May 8, 2024 | 7:00 PM

NOTICE: City Council will hold this meeting in-person and through video Live-Streaming on the City's Facebook Page and YouTube Channel. Written comments may be delivered to City Hall or emailed to recorder@cityofmolalla.com. Submissions must be received by 12:00 p.m. the day of the meeting.

6:00 PM – EXECUTIVE SESSION OF THE CITY COUNCIL:

The Executive Session will begin at 6:00 PM and end prior to the City Council Regular Meeting. Executive Sessions are closed to the public.

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

- (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

7:00 PM – REGULAR MEETING OF THE CITY COUNCIL

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

3. CONSENT AGENDA

- A. City Council Meeting Minutes – April 10, 2024 Pg. 3
- B. Joint City Council and Planning Commission Meeting Minutes – April 3, 2024 Pg. 23

4. EXECUTIVE SESSION ANNOUNCEMENT

5. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

6. 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. The City Council does not generally engage in dialog with those making comments but may refer the issue to the City Manager. Complaints shall first be addressed at the department level prior to addressing the City Council.)

7. PUBLIC HEARINGS

8. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2024-08: Authorizing the Transfer of Appropriations between Funds – Police Department Pg. 40
- B. Resolution No. 2024-09: Authorizing the Transfer of Appropriations between Funds – Waste Water Treatment Plant Pg. 44

9. GENERAL BUSINESS

- A. Police Facility – Early Work Approval (Huff) Pg. 46
- B. OTAK Project Management Amendment (Huff) Pg. 72
- C. Library Liaison Discussion Pg. 76
- D. Public Works Project #22-21 – Section Street (Corthell) Pg. 77
- E. Final ARPA Report (America Recovery Plan Act)

10. STAFF COMMUNICATION

11. COUNCIL COMMUNICATION

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.



City of Molalla
City Council - Regular Meeting
Minutes – April 10, 2024
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of April 10, 2024 was called to order by Mayor Scott Keyser at 7:04pm.

COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Jody Newland, Councilor Leota Childress, Councilor Terry Shankle, Councilor Eric Vermillion, and Councilor RaeLynn Botsford.

STAFF IN ATTENDANCE

Dan Huff, City Manager; Christie Teets, City Recorder; Mac Corthell, Assistant City Manager.

APPROVAL OF AGENDA

Approved as presented.

CONSENT AGENDA

- A. Work Session Meeting Minutes – March 27, 2024
- B. City Council Meeting Minutes – March 27, 2024

Pg. 3

ACTION:

Councilor Botsford moved to approve the Consent Agenda; Councilor Vermillion seconded. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Newland, Botsford, Keyser.

NAYS: None.

ABSENTIONS: None.

EXECUTIVE SESSION ANNOUNCEMENT

Mayor Keyser announced that prior to the Regular Meeting, Council met in Executive Session, held pursuant to Oregon Public Record Law, ORS 192.660(2): (e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. This was a discussion item only and no decision was made at this meeting.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

- A. Clackamas County Community College – Bond Presentation

Tim Cook, President of Clackamas Community College provided a Bond Presentation to Council, along with some updates about current enrollment. CCC has now surpassed enrollment numbers of Mt. Hood Community College and is hopeful the trend will continue. CCC is expanding their programs that include wildland fire, agriculture, and water quality technicians. (Presentation attached to these Meeting Minutes.)

PUBLIC COMMENT

None.

PUBLIC HEARINGS

- A. Ordinance No. 2024-02: Reconciliation of Molalla Municipal Code and Public Works Standards for Performance Bond Measures

Assistant City Manager Corthell presented the staff report to Council, explaining the discrepancy between Industry Standards for Performance Bonds and what the Molalla Municipal Code currently reflects. Industry Standards require 125%, Molalla Municipal Code states 150%. This Ordinance is a corrective action, to reflect the proper amount of 125%.

Mayor Keyser opened the Public Hearing for Ordinance No. 2024-02: Reconciliation of Molalla Municipal Code and Public Works Standards for Performance Measures at 7:28pm. Seeing there were no audience members that wished to speak on behalf of the Ordinance, the Public Hearing was closed at 7:29pm.

ORDINANCES AND RESOLUTIONS

A. Ordinance No. 2024-02: Reconciliation of Molalla Municipal Code and Public Works Standards for Performance Bond Measures

Mayor Keyser asked Mr. Corthell if he had anything further to share regarding the Ordinance. Mr. Corthell stated that all criterion of findings and legal noticing requirements had been met. Mayor Keyser called for the First Reading.

ACTION:

Council President Newland moved to hold the First Reading of Ordinance No. 2024-02 by title only, seconded by Councilor Childress. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Newland, Botsford, Keyser.

NAYS: None.

ABSENTIONS: None.

ACTION:

Council President Newland moved to hold the Second Reading and Adoption of Ordinance No. 2024-02 by title only, seconded by Councilor Vermillion. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Newland, Botsford, Keyser.

NAYS: None.

ABSENTIONS: None.

B. Resolution No. 2024-06: Declaring Councilor Robles Seat Vacant

City Manager Huff shared Councilor Robles resignation letter with Council. He indicated to Council that they have the option of leaving the seat vacant or making an appointment to Council for the remainder of the term.

ACTION:

Council President Newland moved to adopt Resolution No. 2024-06: Declaring Councilor Robles Seat Vacant, seconded by Councilor Vermillion. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Newland, Botsford, Keyser.

NAYS: None.

ABSENTIONS: None.

Council would like to advertise the vacancy. Council encourages applicants to run in the the November 2024 General Election. Discussion took place regarding time lines for applications, which are due to the City Recorder on Friday, May 10, 2024.

GENERAL BUSINESS

A. Youth Council Application

Mayor Keyser introduced Grace Peterson to Council and staff. Ms. Peterson is seeking a seat as the Student Liasion to Council for the remainder of the year. She is involved in many activities through her high school; student government president, newspaper editor, volunteer at Oregon Kitchen Table and Oregon Student Council. She is passionate about community and getting people involved.

ACTION:

Councilor Vermillion moved appoint Grace Peterson as Student Council Liaison, seconded by Councilor Botsford. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Newland, Botsford, Keyser.

NAYS: None.

ABSENTIONS: None.

B. Clackamas County Zoning Ordinance and Comprehensive Plan Amendment

Assistant City Manager Corthell explained that changes to the Clackamas County Comprehensive Plan do not impact or apply to properties inside the corporate city limits of Molalla. However, these amendments do apply in all areas outside the city limits including lands outside the city limits but inside the Urban Growth Boundary.

The issue we see is the potential that with the expansion of our UGB or annexations we may have difficulty transitioning or altering existing uses in these areas that may be a different use than what is applied through expansion. Discussion by Council and staff took place.

STAFF COMMUNICATION

- City Recorder Teets shared her experience at Molalla High School’s Career Day event that same day. She presented Council with two handouts that she had provided to students. One was for careers in city government, the other for community service hours for scholarships. (Attached to these Meeting Minutes)
- Assistant City Manager Corthell explained that the Civic Center ADA Improvement project is complete, providing more accessibility for the building.
- City Manager Huff spoke to Council about the Police Facility. The saved bowling alley lanes have created a challenge for the architects. Originally they were going to hang on the walls of the building, however, they are too heavy to hang, so adjustments must be made.

COUNCIL COMMUNICATION

- Councilor Botsford announced the next Chamber of Commerce meeting, that will be held on Thursday, April 11th. Ms. Botsford also announced the theme for the 4th of July will be celebrating 100 years of Molalla Fire Department. She also shared that the Shady Dell train is opening soon, for their 70th season.
- Councilor Vermillion announced MRSD Board meeting dates. Mr. Vermillion also shared that Kindergarten Round-Up will be taking place soon.
- Councilor Shankle reminded citizens that Spring Clean-Up is in need of volunteers on Saturday, April 20th.
- Councilor Childress had nothing to report.
- Council President Newland announced that Parks CPC meetings have been moved to the second Thursday of the month, at 5:30pm at City Hall. Ms. Newland also shared her experience from Career Day for Parks interest by the students. Water features, sports courts, sports fields, sand volleyball, and walking trails were among the most popular items. Cameron McCarthy will present Parks options at the Molalla Farmer’s Market on May 30th and again at Music in the Park on June 18th. Loyalty Day will be held on May 1, 2024 at the Molalla Fire Hall
- Mayor Keyser encouraged citizens to register to vote. He also requested that folks become more informed and involved in the voting process all together.

[For the complete video account of the City Council Meeting, please go to YouTube “Molalla City Council Meetings – April 10, 2024”](#)

ADJOURN

Mayor Keyser adjourned the meeting at 8:34pm.

Scott Keyser, Mayor

ATTEST:

Christie Teets, CMC - City Recorder

Meeting Minute Attachments:

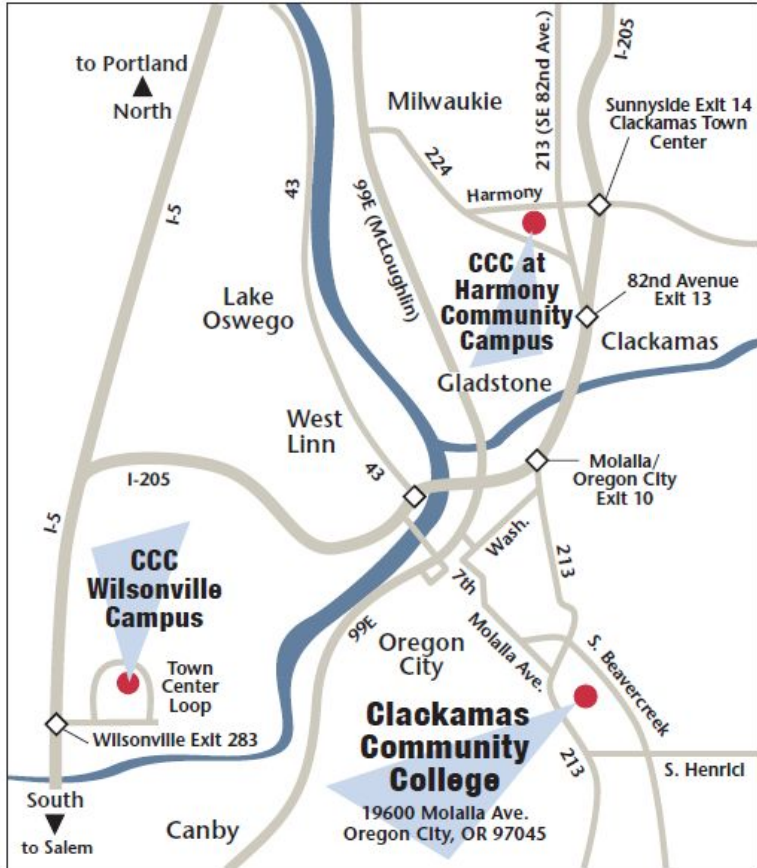
Clackamas Community College – Bond Presentation
Career Day Handouts



PLANTING SEEDS FOR
**STUDENT
SUCCESS**

*Clackamas Community College
Bond Proposal*

Who we are



- Founded: 1966
- Service area: Clackamas County
- Campuses: Oregon City, Wilsonville, Milwaukie
- Employees: 928
- Student population: 18,842
- Student average age: 32

Programs

- 108 career technical programs
- Two-year transfer degrees
- GED, ESOL, Adult high school
- Community education
- Business training

Our students

2022-23 BY THE NUMBERS

Student population	Type of student	Student demographics
19,857 Total	14% Academic/transfer	53.2% Known female
4,839.7 FTE	17% Career and technical	32.1% Known racial minorities
	8% General studies	15.1% Full time
	34% Community education	32 Average age - all students
	4% Dev. education	24 Average age - full-time credit seeking
	23% Other	

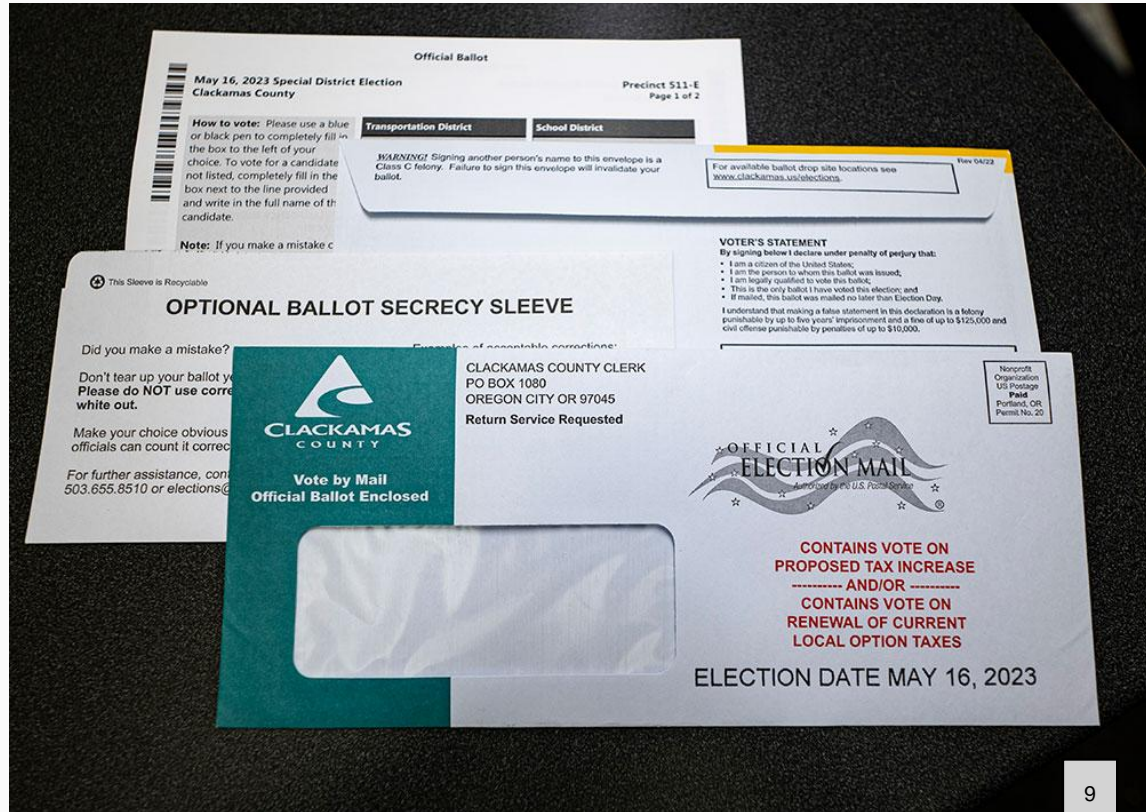
- Economic impact: CCC added \$314.7 million in income to the Clackamas County economy, a value equal to 1.2% of the county's total GRP
- Socioeconomic diversity: 15.3% are known first-generation students, 47.4% received PELL grants
- Financial aid: 2,160 students received grant or scholarship aid
- PELL grants: 1,408 students received PELL grants

What is a bond election?

Colleges can borrow funding to pay for the construction, expansion and renovation of grounds and buildings.

Voters must approve these funds through a bond election on the ballot.

CCC is looking to put a bond measure on the November 2024 ballot.



History of community support

Bonds passed in 2000 and 2014 - Thank you!

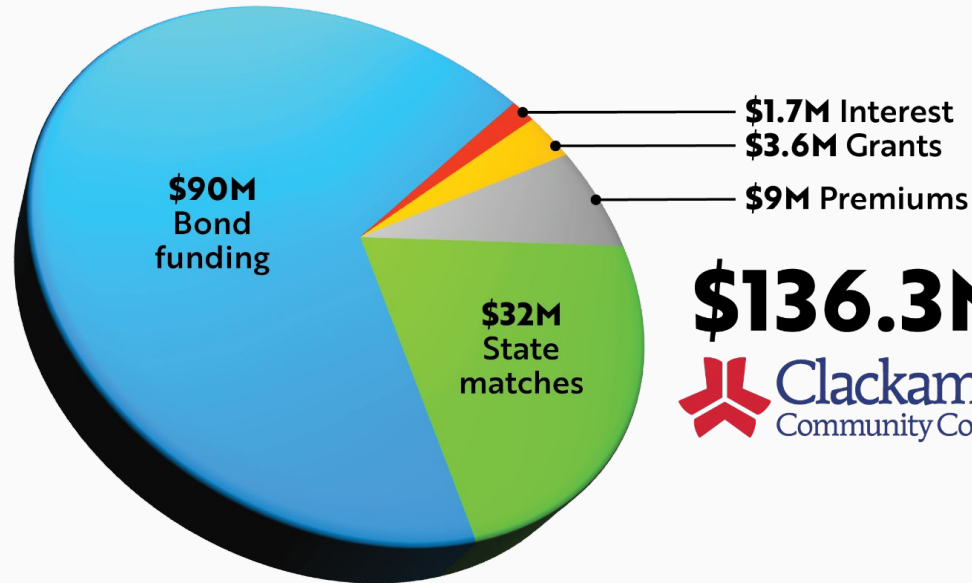


Phase I - 2014 bond completed

\$90 million bond
\$46.3 million leveraged
\$136.3 million total

Projects completed:

- New student learning spaces and buildings
- Asset maintenance
- Safety and security improvements
- Wayfinding and transportation upgrades



\$136.3M Total
 **Clackamas**
Community College

Phase II - Determining the 2024 bond renewal



Identifying the Need

- Concept Master Plan
- Athletic Facilities Master Plan
- Mechanical, Electrical & Plumbing Master Plan

Total: \$335 million

Bond Development Work Group

- Staff, students & board members
- Internal survey
- External polling

Themes and projects identified

1. Prepare students for success in modern learning spaces.
2. Enhance partner and community connections.
3. Preserve and maintain assets.

Bond measure renewal amount: \$110-120 million

Prepare students for success in modern learning spaces

- Construct a center of excellence for horticulture, farming, welding, and wildland fire, partnering with the Clackamas OSU Extension Service
- Modernize learning spaces for future needs.



Enhance partner and community connections

- Improve access to STEM opportunities
- Create workforce partnership building on Wilsonville campus
- Upgrade athletic fields and construct a grandstand
- Complete Douglas Loop walking trail



Preserve and maintain assets

- Upgrade technology and computer labs
- Improve safety and security
- Increase energy efficiency
- Update, maintain and repair aging facilities
- Increase pedestrian safety
- Retire outstanding debt



Leveraging Phase II bond funding



Oregon State University
Extension Service

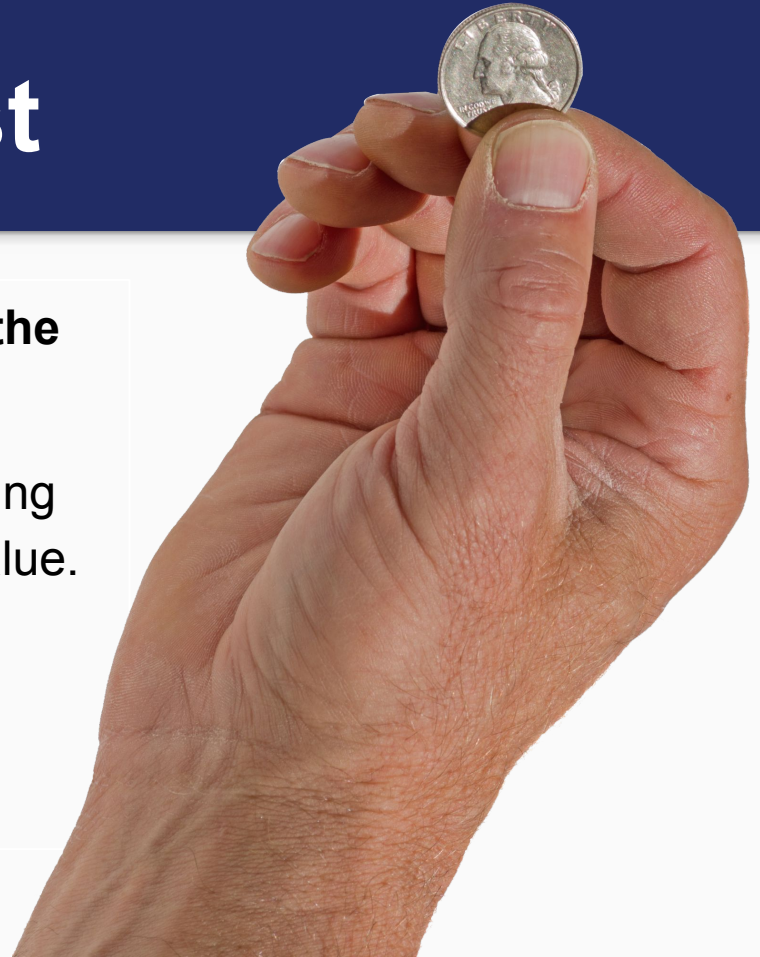


Federal Grants

Bond measure cost

This proposal is estimated to maintain the current tax rate.

If passed, the bond would **renew** the existing tax rate of 25 cents/\$1,000 of assessed value.



Feedback



www.CCCBond.org





CITY OF MOLALLA

Molalla, OR | 503.829.6855 | hr@cityofmolalla.com | www.cityofmolalla.com

Career Options in City Government

CITY MANAGER & DEPARTMENT HEADS (COLLEGE LEVEL):

- Police Chief (\$124,00 - \$136,995)
- Community Development Director/
Assistant City Manager (\$124,00 - \$136,995)
- Finance Director (\$115,500 - \$127,500)
- Library Director (\$95,240 - \$105,165)



OCCMA
Oregon City/County
Management Association
A State Affiliate of ICMA



MID MANAGERS (COLLEGE/CERTIFICATION/TRADE SCHOOL LEVEL)

- Lieutenant (\$110,240 - \$127,700)
- City Recorder (\$86,600 - \$100,430)
- Senior Accountant (\$86,600 - \$100,430)
- Public Works Maintenance Section Manager (\$86,600 - \$100,430)
- Human Resources/Risk Manager (\$86,600 - \$100,430)
- Engineering Section Manager (\$86,600 - \$100,430)
- Wastewater Treatment Plant Manager (\$86,600 - \$100,430)
- Water Treatment Plant Manager (\$86,600 - \$100,430)



**OREGON
LIBRARY
ASSOCIATION**

POLICE (TRADE SCHOOL/CERTIFICATION/ON-THE-JOB TRAINING)

- Police Officer (\$64,300 - \$84,396)
- Records Specialist (\$52,300 - \$59,600)
- Code Compliance Specialist (\$50,700 - \$59,460)



PUBLIC WORKS (TRADE SCHOOL/CERTIFICATION/ON-THE-JOB TRAINING)

- Utility Maintenance Workers (range \$47,348 - \$78,100)
(depends on experience and certification status)
- Waste Water Plant Operators** (range \$49,00 - \$78,453)
(depends on experience and certification status)
- Water Treatment Plant Operators** (range \$49,00 - \$78,453)
(depends on experience and certification status)



American Planning Association
Creating Great Communities for All

OTHER (CERTIFICATION/ON-THE-JOB TRAINING)

- Human Resource Coordinator (These careers range from
Assistant Library Director \$48,000 - \$80,000 annually)
- Office Specialists
- Library Circulation Assistants

SALARY plus BENEFITS: Medical, Dental, Vision, Paid Vacation, Sick Leave, Retirement

Do you have questions about how to apply? Get certified? Interested in a Job Shadow?
Email hr@cityofmolalla.com for more information.

**CAREERS IN WATER TECHNOLOGY
(in High Demand Across the State of Oregon)**

Umpqua Community College – Roseburg, Oregon

Water Quality Technician – Pathway Certificate
Water Quality Technology – AAS Degree



This course certification can be completed 100% online.



Clackamas Community College – Oregon City, Oregon

Water and Environmental Technology AAS Degree

**APPLYING FOR SCHOLARSHIPS?
HERE'S HOW TO EARN COMMUNITY SERVICE HOURS**



VOLUNTEER AT A CITY SPONSORED EVENT

Age 15 or older. Parent/guardian authorization required.
Form available by emailing adminassistant@cityofmolalla.com

SPRING CLEAN – UP – Friday & Saturday, April 19-20, 2024

We could use some help directing traffic and getting goods separated.
Email adminassistant@cityofmolalla.com to sign up.

CELEBRATE MOLALLA - Saturday, August 24, 2024

We need people to help set up and tear-down; tables, chairs, garbage cans, fencing, etc.
Email celebratemolalla@cityofmolalla.com to sign up.

ATTEND A CITY COUNCIL MEETING

2nd & 4th Wednesday of Each Month at 7pm – Molalla Civic Center, 315 Kennel Avenue
Sign In with the City Recorder and Receive Credit
Email recorder@cityofmolalla.com to sign up. Walk-ins welcome.

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**Minutes of the Joint Session of the
Molalla City Council and Planning Commission
Molalla Civic Center
315 Kennel Ave., Molalla, OR 97038
April 3, 2024**

CALL TO ORDER

The Meeting was called to order by Mayor Scott Keyser at 6:30pm.

COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Jody Newland, Councilor Leota Childress, Councilor Terry Shankle, Councilor Eric Vermillion, and Councilor RaeLynn Botsford.

Absent: Councilor Crystal Robles.

PLANNING COMMISSION ATTENDANCE

Present: Planning Chair Doug Eaglebear, Planning Commissioner Clint Ancell, Planning Commissioner Martin Ornelas, and Planning Commissioner David Potts, Planning Commissioner Darci Lightner.

Absent: Planning Commissioner Connie Sharp.

STAFF IN ATTENDANCE

Mac Corthell, Assistant City Manager; Christie Teets, City Recorder; Dan Zinder, Senior Planner; Sam Miller, Engineering Section Manager; Jessica Wirth, Community Development Technician.

Guest: Brenden Buckley, Johnson Economics.

GENERAL BUSINESS

A. Economic Development Analysis

The City is currently under contract with consultant Johnson Economics to complete an economic opportunities analysis. This study includes a buildable lands inventory for employment lands, evaluate current employment land, forecast employment lands and site needs, identify target industries, and provide economic policy and implementation recommendations. The study will serve as the backbone for employment lands evaluation in our sequential UGB study workplan. Johnson Economics shared a presentation with Council and Planning Commission that further expands on the project scope and goals for feedback from both bodies. (Presentation attached to these Meeting Minutes.)

B. Urban Growth Boundary (UGB) Project – Liaison Selection

The City is looking for one member from both Planning Commission and City Council to serve on the Advisory Committee for this project.

ACTION:

Commissioner Rickey moved to appoint Commissioner Ancell to the Advisory Committee; Commissioner Ornelas seconded. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Newland, Botsford, Keyser.

NAYS: None.

ABSENTIONS: None.

ACTION:

Mayor Keyser moved to appoint Councilor Botsford to the Advisory Committee; Councilor Vermillion seconded. Motion passed 6-0.

AYES: Vermillion, Shankle, Childress, Newland, Botsford, Keyser.

NAYS: None.

ABSENTIONS: None.

Highlights of discussion that took place throughout the Joint Session are:

- Economic Goals: Industrial Park, RV Park, motivate a hotel/motel chain to build in city, youth sport complex, BMX track is a draw, jobs that encourage people that live here to work here – manufacturing, etc.
- What industries have potential?
- Lacking Urgent Care, closest is Canby/Woodburn
- What does the local workforce need?
- Mayor Keyser has concerns about AI jobs and would like incentives for human driven jobs
- How do you transition a bedroom community to a non?
- Wilco, Coastal, more restaurants, dry cleaner, entertainment every weekend, hotel, recreation, livable wage jobs, trade sector, raw material resources, farming and agriculture, wineries, amphitheater, skate park
- Between housing and economics, where is the Park space?
- Public improvements provide tourism
- Natural areas, duck pond

Assistant City Manager Corthell requested that citizens direct questions to him or Mr. Zinder. He also invited the community to ask questions on the Molalla Current.

[For the complete video account of the City Council Meeting, please go to YouTube “Joint Session – Molalla City Council and Planning Commission: April 3, 2024”](#)

ADJOURN

Mayor Keyser adjourned the meeting at 7:26pm.

Scott Keyser, Mayor

Date

ATTEST:

Christie Teets, City Recorder

Meeting Minute Attachments:
Molalla Economic Opportunities Analysis – Johnson Economics



Molalla Economic Opportunities Analysis

Planning Commission and City Council

Joint Meeting

April 2, 2024, 6:30 pm

Agenda

- 1) Introductions
- 2) Project Overview
- 3) EOA - Approach
- 4) Land Inventory - Approach
- 5) Economic Objectives – Discussion
- 6) Target Industries - Discussion
- 7) Next Steps



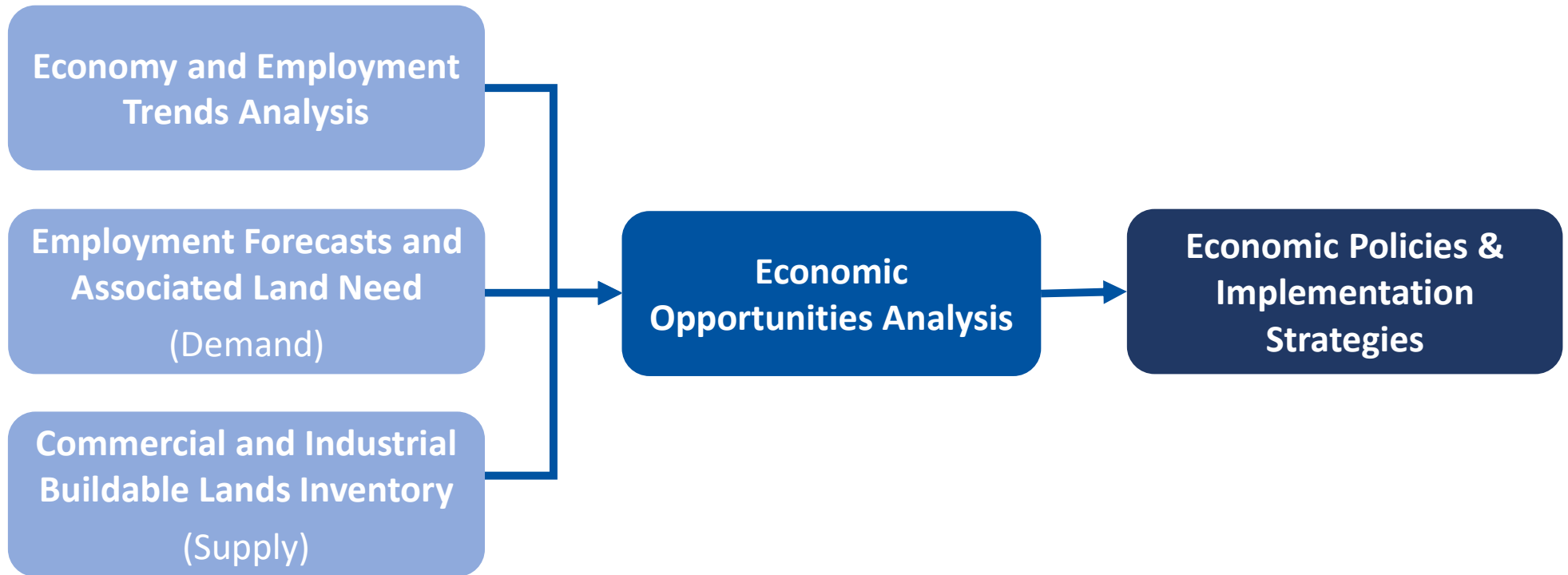
Economic Opportunities Analysis



What is an “EOA”?



- Identify local economic goals and target industries
- Forecast economic trends and job growth
- Inventory and evaluate land for employment
- Formulate new policies and action items
- Update the Comprehensive Plan, address “Goal 9”

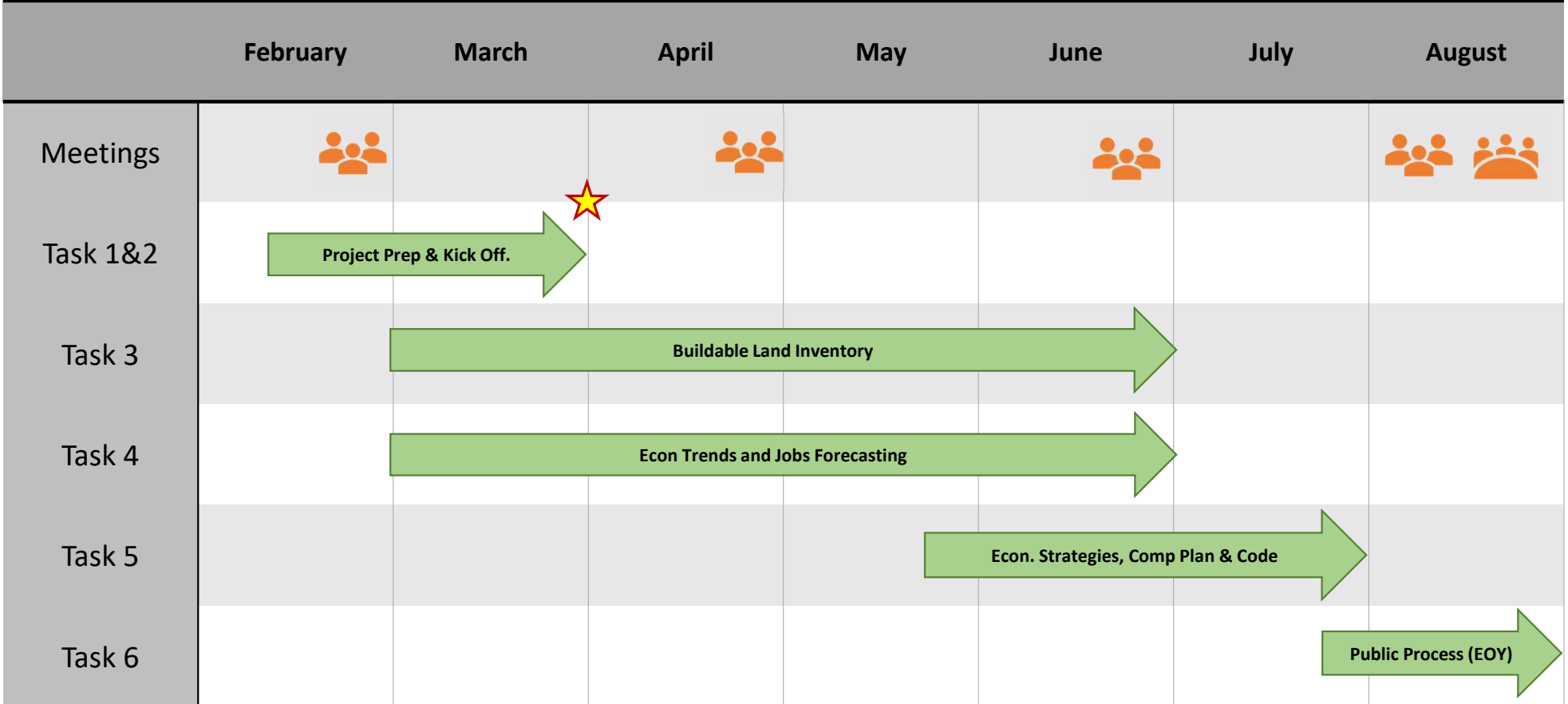
Overview of EOA Process




We Are Here

Molalla EOA Timeline

-  Advisory Committee Meeting
-  Public Hearing



Employment Forecast Methodology

Employment Forecasts

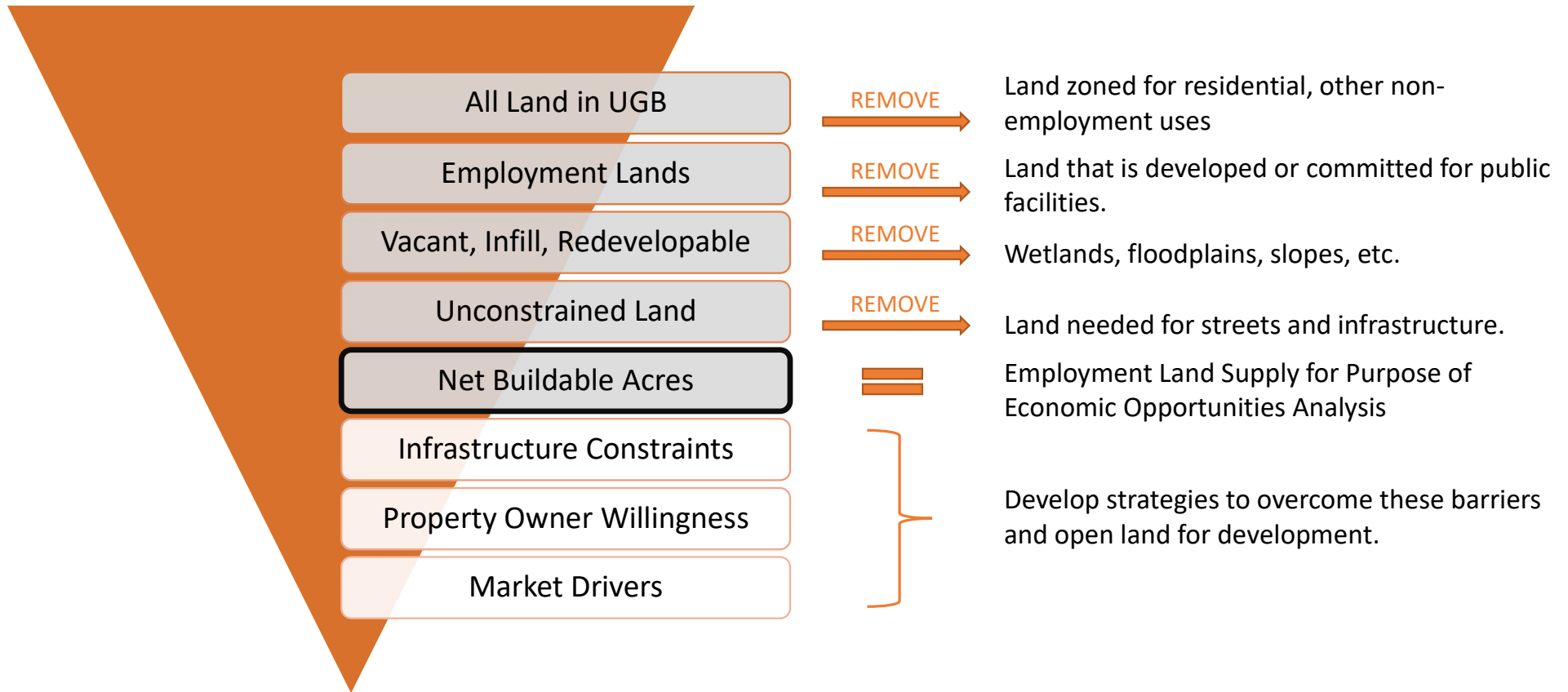
- Start with Current Employment Profile
- Safe Harbor Approaches:
 - OED Submarket Forecast (1.2% AAGR)
 - Population Growth Forecast (1.9% AAGR)
- Adjusted Growth Forecast
 - Reflects target industries and goals



Economic Opportunities Analysis



BLI: Land Supply Funnel



City of Molalla Zoning Map Comprehensive Plan

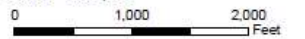
Zoning Districts

- General Commercial (C-1)
- Central Commercial (C-2)
- Light Industrial (M-1)
- Heavy Industrial (M-2)
- Single Family Residential (R-1)
- Two Family Residential (R-2)
- Multi-Family Residential (R-3)
- Public and Semi Public (PSP)
- Rural Industrial (RI)
- Rural Residential Farm Forest 5 Acre (RRFF5)
- Exclusive Farm Use (EFU)

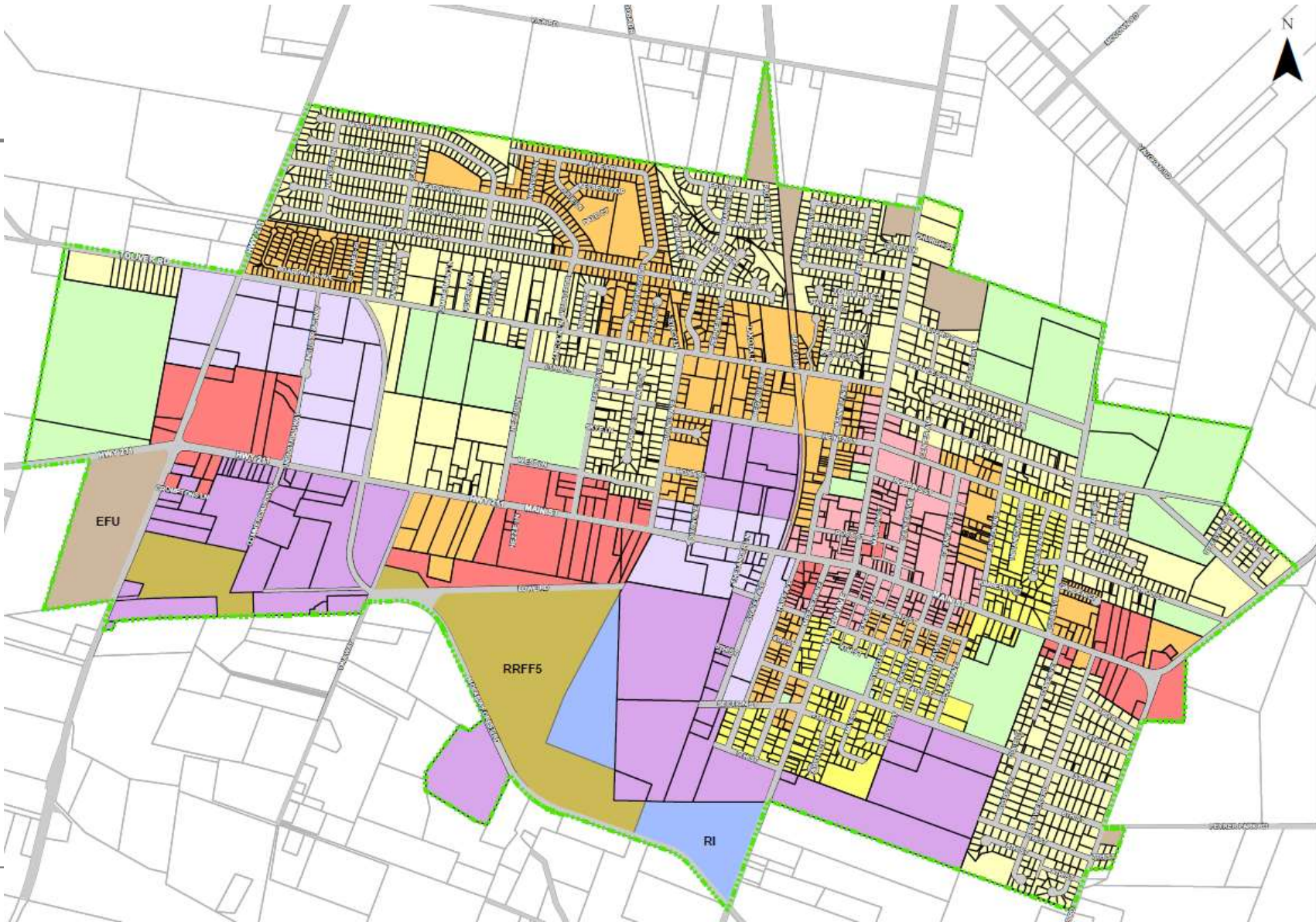
Boundaries

- Urban Growth Boundary

Scale = 1:12,000



The data shown represents administrative boundary data prepared by Clackamas County Information Services and the City of Molalla. It is presented "as is," as of April, 2015. This data may be subject to change. The City of Molalla and Clackamas County Information Services shall assume no liability for any errors, positional accuracy, omissions, or inaccuracies in the information provided and therefore, there are no warranties which accompany this product. The City of Molalla and



Economic Opportunities Analysis



Questions or Comments So Far?

Economic Opportunities Analysis

Background Documents

- Prior EOA (2017)
 - Greater industrial demand than commercial
 - Less available commercial land
- Industry Cluster Analysis (2020)
- Molalla Housing Needs Analysis (2023)



Economic Opportunities Analysis

Industry Cluster Analysis (2020)

- Manufacturing
- Forestry/Agriculture
- Education and Health Services
- Retail and Wholesale Trade
- Tourism/Outdoors
- Construction
- Strategies and Recommendations



Economic Opportunities Analysis



Discussion:

- What are your top economic goals for the community?
- What industries have potential (real or aspirational)?
- What types of jobs are needed?
- What does the local workforce need?

Next Steps



- TAC Meetings and Public Engagement
- Draft Economic Trends and Jobs Growth Forecast
- Draft Buildable Land Inventory

THANK YOU!



Molalla Economic Opportunities Analysis

Planning Commission and City Council

Joint Meeting

April 2, 2024, 6:30 pm



CITY OF MOLALLA

117 N. Molalla Avenue
PO Box 248
Molalla, OR 97038

Staff Report

Agenda Category: Ordinances & Resolutions

Agenda Date: May 8, 2024

From: Cindy Chauran, Finance Director
Approved by: Dan Huff, City Manager

SUBJECT: Resolution No. 2024-08: Authorizing the Transfer of Appropriations between Funds

FISCAL IMPACT: None

RECOMMENDATION/RECOMMEND MOTION: Approve Resolution No. 2024-08

BACKGROUND:

Exhibit "A" of Resolution No. 2024-01 transferring appropriations from the Capital Fund specified a transfer of \$243,000 to the "New PD Fund" in error. The originating fund in this case is the General Fund. The appropriations should be recorded in the General Fund under a line item for Police Capital Projects. This resolution rectifies the issue.



RESOLUTION NO. 2024-08

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON
AUTHORIZING THE TRANSFER OF APPROPRIATIONS BETWEEN FUNDS**

WHEREAS, on June 28, 2023, the City of Molalla budget for Fiscal Year 2023-2024 was adopted and funds were appropriated by the Molalla City Council; and

WHEREAS, on February 28, 2024, the Molalla City Council adopted Resolution No. 2024-01 Authorizing Transferring Appropriation out of the Capital Projects Fund to the originating funds; and

WHEREAS, Exhibit A to Resolution No. 2024-01 included a reference to "New PD Fund" rather than the originating General Fund; and

WHEREAS, this Resolution is prepared pursuant to ORS 294.463.

Now, Therefore, the City of Molalla Resolves:

Section 1. That 2023-2024 Budget appropriations of \$243,000 be transferred from the Capital Projects Fund to the General Fund Police Capital Projects account, rather than the New PD Fund.

Section 2. Effective Date. This Resolution shall be effective upon adoption.

Signed this 8th day of May 2024.

Scott Keyser, Mayor

ATTEST:

Christie Teets, CMC
City Recorder



RESOLUTION NO. 2024-01

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON
AUTHORIZING THE TRANSFER OF APPROPRIATIONS BETWEEN FUNDS**

WHEREAS, on June 28, 2023, the City of Molalla budget for Fiscal Year 2023-2024 was adopted and funds were appropriated by the Molalla City Council; and

WHEREAS, this Resolution is prepared pursuant to ORD 294.463; and

WHEREAS, the revenue in this fund has been transferred from other funds or is restricted to specific use; and

WHEREAS, the purpose is to move appropriations out of the Capital Projects Fund to capital accounts in the originating funds as shown in Exhibit A;

Now, Therefore, the City of Molalla Resolves:

Section 1. That the 2023-2024 Budget appropriations be revised as indicated in Exhibit A.

Section 2. Effective Date. This Resolution shall be effective upon adoption.

Signed this 28th day of February 2024.



Scott Keyser, Mayor

ATTEST:



Christie Teets, CMC
City Recorder

Exhibit "A"

Current Appropriations Change Appropriations Amended Appropriations

CAPITAL FUND

Capital (Appropriation)	25,487,509.00	(25,487,509.00)	-
Transfer Out		25,487,509.00	25,487,509.00
TOTAL APPROPRIATIONS	25,487,509.00	-	25,487,509.00
Reserve	57,232.00		57,232.00
TOTAL	25,544,741.00	-	25,544,741.00

STREET FUND

Streets (Appropriation)	1,067,926.00	1,919,528.00	2,987,454.00
Transfers Out	348,300.00		348,300.00
Contingency	500,000.00		500,000.00
TOTAL APPROPRIATIONS	1,916,226.00	1,919,528.00	3,835,754.00
Reserve	1,007,027.00		1,007,027.00
TOTAL	2,923,253.00	1,919,528.00	4,842,781.00

GENERAL FUND

Parks (Appropriation)	195,669.00	150,000.00	345,669.00
Administration (Appropriation)	1,358,478.00	332,697.00	1,691,175.00
Contingency	1,500,000.00		1,500,000.00
TOTAL APPROPRIATIONS	7,500,831.00	482,697.00	7,983,528.00
Reserve	878,250.00		878,250.00
TOTAL	8,379,081.00	482,697.00	

SEWER FUND

Sewer	2,977,786.00		2,977,786.00
Transfers Out	22,137,022.00		22,137,022.00
Transfers In		21,376,521.00	21,376,521.00
Contingency	800,000.00		800,000.00
TOTAL APPROPRIATIONS	25,914,808.00	21,376,521.00	47,291,329.00
Reserve	1,597,431.00		
TOTAL	27,512,239.00	21,376,521.00	

WATER FUND

Water	1,457,608.00	1,305,000.00	2,762,608.00
Transfers Out	1,176,725.00		1,176,725.00
Contingency	500,000.00		500,000.00
TOTAL APPROPRIATIONS	3,134,333.00	1,305,000.00	4,439,333.00
Reserve	2,056,876.00		2,056,876.00
TOTAL	5,191,209.00	1,305,000.00	6,496,209.00

STORM FUND

Storm	323,867.00	160,763.00	484,630.00
Transfers Out	26,400.00		26,400.00
Contingency	100,000.00		100,000.00
TOTAL APPROPRIATIONS	450,267.00	160,763.00	611,030.00
Reserve	287,004.00		287,004.00
TOTAL	737,271.00	160,763.00	898,034.00

NEW PD FUND

		243,000.00	
		25,487,509	
		25,487,509	
		-	Approved Budget Difference



CITY OF MOLALLA

117 N. Molalla Avenue
PO Box 248
Molalla, OR 97038

Staff Report

Agenda Category: Ordinance & Resolutions

Agenda Date: May 8, 2024

From: Cindy Chauran, Finance Director
Approved by: Dan Huff, City Manager

SUBJECT: Resolution to Transfer Appropriations to the Wastewater Treatment Plant Upgrade Project Fund

FISCAL IMPACT: None

RECOMMENDATION/RECOMMEND MOTION: Approve Resolution No. 2024-09.

BACKGROUND:

This fund was created in February to manage revenue and expenses for the new Wastewater Treatment Plant. The related appropriations transfer closing the capital projects fund authorized the transfer to the Sewer Fund. To authorize expenditure from the new fund, the appropriations need to be transferred again. This resolution rectifies the issue.



RESOLUTION NO. 2024-09

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON
AUTHORIZING THE TRANSFER OF APPROPRIATIONS BETWEEN FUNDS**

WHEREAS, on June 28, 2023, the City of Molalla budget for Fiscal Year 2023-2024 was adopted and funds were appropriated by the Molalla City Council; and

WHEREAS, on February 28, 2024, the Molalla City Council adopted Resolution No. 2024-01 Authorizing Transferring Appropriation out of the Capital Projects Fund to the originating funds; and

WHEREAS, appropriations for the Wastewater Treatment Plant were transferred to the Sewer Fund; and

WHEREAS, a WWTP Upgrade Project Fund was established by Resolution No. 2024-05 to account for project expenses; and

WHEREAS, this Resolution is prepared pursuant to ORS 294.463.

Now, Therefore, the City of Molalla Resolves:

Section 1. That 2023-2024 Budget appropriations of \$21,226,521 be transferred from the Sewer Fund to the WWTP Upgrade Project Fund.

Section 2. Effective Date. This Resolution shall be effective upon adoption.

Signed this 8th day of May 2024.

Scott Keyser, Mayor

ATTEST:

Christie Teets, CMC
City Recorder



CITY OF MOLALLA

117 N. Molalla Avenue
PO Box 248
Molalla, OR 97038

Staff Report

Agenda Category: General Business

Agenda Date: May 8, 2024

From: Dan Huff, City Manager

Approved by: Dan Huff, City Manager

SUBJECT: P & C Construction - Early Work Agreement (EWA) #2 – Site Civil, Foundations, Masonry for Police Facility

FISCAL IMPACT: 8.6 Million

RECOMMENDATION/RECOMMEND MOTION: Approve Amendment

BACKGROUND:

Previously, Council approved a contract with P & C Construction in the amount of \$38,000 for Preconstruction Services. A subsequent contract for abatement and demolition of the Bowling Alley was issued in the amount of \$259,824 in preparation for the new Police Facility.

The Bond passed in November 2023 and P & C is now prepared to move into the next phase of construction. The GMP Amendment to P & C's contract is for \$8.6 million dollars. Distributing these funds will begin items such as site civil, foundations, and masonry for Police Facility construction.

GMP = Guaranteed Maximum Price

Staff is seeking Council approval.

EXHIBIT B

**CITY OF MOLALLA
GMP AMENDMENT TO CONTRACT**

THIS AMENDMENT IS BETWEEN:

OWNER:

City of Molalla

And

P&C Construction

**CONSTRUCTION MANAGER/
GENERAL CONTRACTOR
(referred to in the Standard General
Conditions For Public Improvement
Contracts as Contractor and referred
to herein as "the CM/GC"):**

The Project is: New Police Facility Project

Date of Original CM/GC Contract:

December 15, 2022

Date of this Amendment:

May 2nd, 2024

THIS AMENDMENT is executed in four original copies of which one is to be delivered to the CM/GC, and the remainder to Owner

The Owner and CM/GC hereby amend the Contract as set forth below. Capitalized terms used but not defined herein shall have the meanings given in the Contract Documents. Except as amended hereby, the Contract remains in full force and effect.

1. **GMP.** The parties agree that the GMP for the Project is \$8,626,929 consisting of the Preconstruction Fee, the Estimated Cost of the Work and the CM/GC Fee (stated as a fixed dollar lump sum amount), as follows:

Preconstruction:	\$ 38,000
EWA 1 – Demo and Abatement Total:	\$ 259,824
EWA 2 - Estimated Cost of Work:	\$ 7,043,567
EWA 2 - Construction Contingency:	\$ 824,792
EWA 2 - CM/GC Fee/Liability. Insurance P&P Bond (5.35% of Est. COW):	\$ 420,957
EWA 2 - CAT Tax:	\$ 39,789
EWA 2 - Total:	\$ 8,329,105
GMP (Total of above categories):	\$ 8,626,929

For purposes of determining the GMP, the Estimated Cost of the Work includes the CM/GC’s Contingency, the Cost for GC Work, and the costs of all components and systems required for a complete, fully functional facility.

2. **Basis of GMP.** The GMP is based on the GMP Supporting Documents attached as Attachments A-F including the Allowances, assumptions, exclusions, unit prices, and alternates designated therein.

3. **Plans and Specifications.** The Plans and Specifications for the Project are as listed in the GMP Supporting Documents. CM/GC shall perform Construction Phase Services in accordance with the Plans and Specifications and the other Contract Documents.

4. **Substantial Completion Date.** Notwithstanding any provision in the GMP Supporting Documents to the contrary, the required date for Substantial Completion is: *[Select one of the following (insert new date if different Substantial Completion date has been agreed upon): 10/30/2025.]*

Tax Compliance Certification. The individual signing on behalf of CM/GC hereby certifies and swears under penalty of perjury that s/he is authorized to act on behalf of CM/GC, s/he has authority and knowledge regarding CM/GC's payment of taxes, and to the best of her/his knowledge, CM/GC is not in violation of any Oregon tax laws. For purposes of this certification, "Oregon tax laws" are those tax laws listed in ORS 305.380(4), namely ORS Chapters 118, 314, 316, 317, 318, 320, 321 and 323 and Sections 10 to 20, Chapter 533, Oregon Laws 1981, as amended by Chapter 16, Oregon Laws 1982 (first special session); the elderly rental assistance program under ORS 310.630 to 310.706; and any local taxes administered by the Oregon Department of Revenue under ORS 305.620

CM/GC:

Name of Firm: P&C Construction

Address: 2133 NW York Street, Portland, OR 97210

CM/GC's Federal Tax I.D. #: 93-0498305

Construction Contractor's Board Registration No.: 38619



Signature of Authorized Representative of CM/GC

Title President Date 5/2/2024

OWNER:

CITY OF MOLALLA

Signature of City of Molalla Representative

Title _____ Date _____

REVIEWED AS TO SCOPE SUFFICIENCY

Reviewed

Signature of Owners Representative

Date _____

Attachment A Plans, Specifications, Supplementary Conditions of the Contract, on which the Guaranteed Maximum Price is based.

Attachment B Allowance items, N/A.

Attachment C Assumptions and clarifications made in preparing the Guaranteed Maximum Price, dated 4/30/2024.

Attachment D Completion schedule, dated 4/10/2024.

Attachment E Alternate prices, N/A.

Attachment F Cost Estimate, dated 5/2/2024.

ATTACHMENT A

List of DD Documents





City of Molalla
New Police Facility
 Design Development Estimate

LIST OF DESIGN DEVELOPMENT (DD) DOCUMENTS

DOCUMENTS:

	Issue Date
Mackenzie Architects Preliminary Project Description	03/27/2023
Mackenzie Architects Document Issue Sheet	04/02/2023
Phase I Environmental Site Assessment by NV5	12-26-2019
Phase I Regulatory Database Review by NV5	12-26-2019
Soil Management Plan by NV5	07-12-2022
Report of Geotechnical Engineering Services by NV5	11-03-2022
Hazardous Building Materials Survey by NV5	07-13-2022

SPECIFICATIONS:

Design Development Set
 April 05, 2024

DRAWINGS:

Design Development Set
 April 05, 2024

Dwg No.	Description	Issue Date
G0.01	TITLE SHEET AND DRAWING INDEX	4/5/2024
G0.02	PROJECT GENERAL NOTES, SYMBOLS, AND ABBREVIATIONS	4/5/2024
G1.10	CODE ANALYSIS	4/5/2024
G1.11	CODE PLAN	4/5/2024
G2.00	TOPOGRAPHIC SURVEY	4/5/2024
C0.01	CIVIL GENERAL NOTES, SYMBOLS AND ABBREVIATIONS	4/5/2024
C1.01	DEMOLITION PLAN	4/5/2024
C1.10	SITE PLAN	4/5/2024
C1.20	GRADING PLAN	4/5/2024
C1.30	UTILITY PLAN	4/17/2024
C5.10	CIVIL DETAILS	4/17/2024
C5.11	CIVIL DETAILS	4/5/2024
L0.01	LANDSCAPE GENERAL INFORMATION AND PLANT SCHEDULE	4/5/2024
L1.10	LANDSCAPE PLAN	4/5/2024

L1.11	JOINT AND LAYOUT PLAN	4/5/2024
L3.10	OVERALL PLANTING PLAN	4/5/2024
L3.11	PLANTING PLAN	4/5/2024
L3.12	PLANTING PLAN	4/5/2024
L4.10	IRRIGATION PLAN	4/5/2024
L5.10	DETAILS	4/5/2024
L5.11	DETAILS	4/5/2024
S0.00	STRUCTURAL GENERAL NOTES	4/5/2024
S0.10	TYPICAL DETAILS	4/5/2024
S0.11	TYPICAL DETAILS	4/17/2024
S0.20	TYPICAL INTERIOR LIGHT GAGE STEEL DETAILS	4/5/2024
S0.21	TYPICAL INTERIOR LIGHT GAGE STEEL DETAILS	4/5/2024
S1	TOPOGRAPHIC SURVEY	3/23/2023
S1.1	FOUNDATION PLAN	3/27/2023
S1.10	FOUNDATION PLAN	4/17/2024
S1.30	ROOF FRAMING PLAN	4/5/2024
S3.10	SECTIONS	4/5/2024
S5.00	MASONRY DETAILS	4/5/2024
S5.50	BASE PLATE DETAILS	4/17/2024
S5.51	STEEL FRAMING DETAILS	4/17/2024
A0.01	ARCHITECTURAL GENERAL NOTES AND SYMBOLS	4/5/2024
A0.02	PARTITION TYPES	4/5/2024
A0.03	INTERIOR PARTITION DETAILS	4/5/2024
A0.04	INTERIOR PARTITION DETAILS	3/27/2023
A1.10	FLOOR PLAN	4/5/2024
A1.11	ROOF PLAN - LOW ROOF	4/5/2024
A1.12	ROOF PLAN - HIGH ROOF	4/5/2024
A1.13	ROOF PLAN - LOW ROOF	3/27/2023
A1.14	ROOF PLAN - HIGH ROOF	3/27/2023
A1.16	FINISH PLAN	4/5/2024
A1.17	FURNITURE, FIXTURES, AND EQUIPMENT REFERENCE PLAN	4/5/2024
A1.21	FIRST FLOOR REFLECTED CEILING PLAN	4/5/2024
A1.22	ENLARGED UPPER LID RCP & SECTIONS AT LOBBY	4/5/2024
A1.23	HIGH ROOF REFLECTED CEILING PLAN	4/5/2024
A1.30	COURSING PLAN	4/5/2024
A1.31	SLAB PLAN	4/5/2024
A2.10	BUILDING ELEVATIONS	4/5/2024
A3.10	BUILDING SECTIONS	4/5/2024
A3.20	WALL SECTIONS	4/5/2024
A3.21	WALL SECTIONS	4/5/2024
A3.22	WALL SECTIONS	4/5/2024
A4.10	ENLARGED PLANS	4/5/2024
A4.11	INTERIOR ELEVATIONS	4/5/2024
A4.12	INTERIOR ELEVATIONS	4/5/2024
A4.13	INTERIOR ELEVATIONS	4/5/2024
A4.19	CANOPY PLAN, SECTIONS AND DETAIL	4/5/2024
A5.01	SLAB DETAILS	4/5/2024
A5.10	ROOF DETAILS	4/5/2024
A5.11	EXTERIOR DETAILS - SECTIONS	4/5/2024
A5.12	EXTERIOR DETAILS - SECTIONS	4/5/2024
A5.13	EXTERIOR DETAILS - SECTIONS	4/5/2024
A5.20	INTERIOR DETAILS - CASEWORK	4/5/2024
A5.21	INTERIOR DETAILS	4/5/2024

A5.22	INTERIOR DETAILS - CEILING	4/5/2024
A5.23	INTERIOR DETAILS - DOORS AND RELITES	4/5/2024
A6.10	DOOR SCHEDULE	4/5/2024
A6.11	DOOR HARDWARE SETS	4/5/2024
A6.12	DOOR HARDWARE SETS	4/5/2024
A6.13	INTERIOR FINISH SCHEDULE	4/5/2024
A6.14	EXTERIOR WINDOW SCHEDULE	4/5/2024
A8.10	SITE WALLS	4/5/2024
A8.11	TRASH ENCLOSURE PLAN, ELEVATION AND DETAILS	4/5/2024
A8.12	GATE PLANS & TRASH ENCLOSURE DETAILS	4/5/2024
M0.01	SYMBOL LIST AND GENERAL NOTES - MECHANICAL	4/5/2024
M0.02	SCHEDULES - MECHANICAL	4/5/2024
M0.03	SCHEDULES - MECHANICAL	4/5/2024
M1.01	FIRST FLOOR PLAN - HVAC ZONING	3/27/2023
M1.10	FIRST FLOOR PLAN - MECHANICAL	4/5/2024
M1.13	ROOF PLAN - LOW ROOF - MECHANICAL	4/5/2024
M1.16	ROOF PLAN - HIGH ROOF - MECHANICAL	4/5/2024
M2.10	FIRST FLOOR PLAN - MECHANICAL PIPING	4/5/2024
M4.01	ENLARGED PLANS - MECHANICAL	4/5/2024
M5.01	DETAILS - MECHANICAL	4/5/2024
E0.01	SYMBOL LIST AND GENERAL NOTES - ELECTRICAL	4/5/2024
E0.02	LUMINAIRE SCHEDULE - ELECTRICAL	4/5/2024
E1.00	SITE PLAN - ELECTRICAL	4/5/2024
E1.01	PHOTOMETRIC SITE PLAN - ELECTRICAL	3/27/2023
E1.10	FIRST FLOOR PLAN - LIGHTING	4/5/2024
E2.10	FIRST FLOOR PLAN -POWER	4/5/2024
E2.13	ROOF PLAN - LOW ROOF - POWER	4/5/2024
E4.01	ENLARGED PLANS - ELECTRICAL	4/5/2024
E5.01	SINGLE LINE DIAGRAMS - ELECTRICAL	4/5/2024
E6.01	SCHEDULES - ELECTRICAL	4/5/2024
E6.02	SCHEDULES - ELECTRICAL	4/5/2024
E7.01	DETAILS - ELECTRICAL	4/5/2024
P0.01	SYMBOL LIST AND GENERAL NOTES - PLUMBING	4/5/2024
P0.02	SCHEDULES - PLUMBING	4/5/2024
P1.00	SITE PLAN - PLUMBING	4/5/2024
P1.01	UNDERGROUND PLAN - PLUMBING	4/5/2024
P1.10	FIRST FLOOR PLAN - PLUMBING	4/5/2024
P1.13	ROOF PLAN -LOW ROOF - PLUMBING	4/5/2024
P1.16	ROOF PLAN - HIGH ROOF - PLUMBING	4/5/2024
P4.01	ENLARGED PLANS - PLUMBING	4/5/2024
P5.01	DETAILS - PLUMBING	4/5/2024
T0.01	SYMBOL LIST AND GENERAL NOTES - TECHNOLOGY	4/5/2024
T1.00	SITE PLAN - TECHNOLOGY	4/5/2024
T1.10	FIRST FLOOR PLAN - TECHNOLOGY	4/5/2024
T4.01	ENLARGED PLANS - TECHNOLOGY	4/5/2024
EC1.0	EROSION AND SEDIMENT CONTROL COVER SHEET	4/5/2024
EC2.0	CLEARING AND DEMOLITION ESC PLAN	4/5/2024
EC3.0	MASS GRADING AND STABILIZATION ESC PLAN	4/5/2024
EC4.0	UTILITY ESC PLAN	4/5/2024
EC5.0	VERTICAL CONSTRUCTION ESC PLAN	4/5/2024
EC6.0	FINAL STABILIZATION ESC PLAN	4/5/2024
EC7.0	EROSION AND SEDIMENT CONTROL DETAILS	4/5/2024
FP0.01	SYMBOL LIST AND GENERAL NOTES -FIRE PROTECTION	4/5/2024

FP1.10	FIRST FLOOR - FIRE PROTECTION	4/5/2024
R00	SHEET	4/5/2024
R01	CITY OF MOLALLA GENERAL NOTES	4/5/2024
R02	LEGEND AND ABBREVIATIONS	4/5/2024
R03	GRANGE AVE PLAN AND PROFILE	4/5/2024
R04	SHEET:	4/5/2024
R05	COMPOSITE UTILITY PLAN & PROFILES	4/5/2024
R06	SIGNING AND STRIPING PLAN	4/5/2024
R07	CITY OF MOLALLA DETAILS	4/5/2024
R08	CITY OF MOLALLA DETAILS	4/5/2024
R10	MATERIALS AND LAYOUT PLAN	4/5/2024
R11	PLANTING PLAN	4/5/2024
R12	IRRIGATION PLAN	4/5/2024
R13	DETAILS	4/5/2024

ATTACHMENT C Assumptions and Clarifications





4-30-2023

City of Molalla
117 N Molalla Ave.
Molalla, OR 97038

Re: Molalla Police Facility Estimate & Clarifications Dated 4/30/2024

Dear Client:

Below is the estimate & clarifications for the New Molalla Police Facility Project based upon Mackenzie Architects Design Development Set dated 04-05-24 and other relevant reports Dated December 15, 2022, as they relate to the new building, see list of documents for more information:

Estimate: \$17,308,079

Please note the following **Specific Qualifications & Clarifications:**

Division 1 - General

1. In accordance with the CM/GC contract, all contingencies identified in the GMP Cost Estimate are considered as "Cost of Work" (C.O.W.) Therefore, markups for CM/GC fee, insurance, and bonds are applied to such contingencies. We suggest Owner carry separate contingency for unforeseen conditions and design changes.
2. The Cost Estimate is itemized into distinct areas of work. NOTE: This is for informational purposes and must be considered FOR REFERENCE ONLY.
3. Builders risk insurance coverage and costs for such are included in the estimate and will be provided by P&C Construction.
4. The estimate includes 0.48% for CM/GC Corporate Activity Tax only. Provisions for subcontractor taxes will be included in their cost proposals.
5. Costs for Insurance and Performance and Payment Bonds will be invoiced upon procurement and prior to mobilization.
6. Due to the tariffs imposed on many products, we cannot predict or carry any cost increases due to this impact. We therefore exclude any price increases in this budget until pricing can be confirmed.
7. Vaccine mandates may have impacts to schedule, labor, and costs and is to be considered as unforeseen condition where costs might be incurred.
8. Where scope is listed as excluded, costs for such are not included in the estimate provided. If said scope is desired to be included, then the additional cost shall be the responsibility of the owner.
9. General Conditions have been adjusted to accommodate a May 2024 start date.
10. The estimate includes the following markups on the cost of work:
 - a. Green Energy Technology at 0% (This cost is now in the estimate per DD set)
 - b. GET Soft costs at \$50,000 lump sum
 - c. Evolution of Design Contingency at 4%
 - d. Bidding & Escalation Contingency at 2%



e. Construction Contingency at 5%

Division 2 – Existing Conditions

1. Demolition cost of existing building assumes it does not need to be deconstructed, except for the salvage of the bowling lanes wood.
2. Estimate does not account for any Underground Storage Tanks (UST's) except for removal of the two barrels & pumps indicated to be on site by the survey drawing.

Division 3 – Concrete

1. Concrete slab includes CreteSeal CS2000 on slab except at polished and sealed concrete areas. This product makes the slab pour broken up more to be able to keep it from being applied to the polished/sealed areas. We will include this as a BTL item to delete.
2. Site concrete in the right of way drawing R01 calls for 3rd party inspector by Contractor; we exclude this and assume it will be by owner's 3rd party inspector.
3. Site CMU walls include the updates in block specifications and includes standard grey mortar as no color specified. Add \$912 plus markups for grey based color additives at 4%.

Division 4 – Masonry

1. Brick walls exclude mortar colors with white cement; includes grey or grey based color (4% color). There will be an increase in cost to go with white cement in the mortar - about \$23K plus markups.
2. Structural brick walls include gray CMU below grade w/gray mortar. Assumes standard 8x8x16 CMU block below grade, where not exposed to view. Figured 2 courses below grade where TOF = -2'4" and 4' below grade where TOF drops to -'4'8".
3. CMU walls exclude control joints.
4. Exclude stainless steel through wall flashings in masonry; N/A.
5. Excludes Dry Block
6. Brick assumed bracing to slab and not eco block.
7. Masonry budget to be reconciled with final GMP for any changes to plans and specifications.

Division 5 – Metals

1. Steel Building structure includes 80 tons based on takeoffs from structural drawings.
2. Excludes curtain wall and storefront head angles per details 1 & 14/A5.12 as structural does not show any.
3. Exclude steel columns at interior low wall per 9/S0.21, none found.

Division 6 – Wood and Plastics

1. Estimate includes re-purposed bowling alley lanes for the front lobby wall panel feature and custom bench in lobby. Material will have to have the nails removed then sanded and refinished.
2. Assumes Island cabinet with SST countertop in EV Tech room. No elevation or detail is shown. Finish floor plans shows something, but no call out.

Division 7 – Thermal & Moisture Protection

1. TPO roofing figured as 60 mil.
2. Excludes roof tie off anchor points for solar per Architect who states the panels are kept greater than 10' from the edge of the roof so not required.
3. Trash roof panels figured as AEP Spans HR-36 panel with exposed fasteners. Note, the plywood over the metal decking is not needed per input from our metal roof sub who assisted with budgeting.

Division 8 – Doors & Windows

1. Excludes grouting HM frames except the ones in CMU walls.



2. Includes pricing for Wayne Dalton Model TS-200-20 Thermospan insulated sectional overhead doors, factory standard white, 20GA steel sections with polyurethane 17.5 R-value with model KAL glass intermediate section per with ½” insulated clear tempered glass panels and 3” standard lift tracks. Motor operator by Genie Model GCL-T, 3/4HP, 115V, 1-phase with 3-button control.
3. Estimate includes two auto door operators for single swing doors.

Division 9 – Finishes

1. Includes G40 galvanized coating for all interior framing.
2. Shear walls figured per structural.
3. Hard lid framing figured as drywall grid.
4. Finish at exposed drywall figured as level 4 smooth
5. Estimate figures that hanger and seismic restraint wires will be attached directly to the deck above.
6. Excludes costs for moisture mitigation of the slab for flooring. The CreteSeal in concrete division is intended for this purpose.
7. Sealed concrete assumed to be a “scrub & seal” and not a “grind & seal”.
8. Polished concrete assumed to be 400 grit.
9. Excludes painting of shipping containers - assumed to come painted.
10. Assumes wall tile height at 6' above finish floor per finish schedule.

Division 10/11/12/13 – Specialties/Equipment/Furnishings/Special Construction

1. Includes a signage allowance of \$20,000.
2. Estimate does not include any toilet accessories in the secure restroom (ADA T/R)
3. All new furnishings (i.e., FF&E) are excluded from estimate and thus will be procured, coordinated by, and paid for by the City of Molalla
4. Excludes any vehicle lifts.
5. Includes 3245 sf of prefabricated carport structure with metal roofing panels.
6. Excludes all spacesaver items, these amounts have been removed from the budget.
7. Excludes locker bases.

Division 21/22/23 – Fire Protection/Mechanical

1. Fire sprinkler system includes a dry system for the exterior overhangs of the CLT deck and the carport.
2. Excludes any unspecified specialty systems (Pre-Action, Clean Agent, Wet Chemical, Deluge, Exposure).
3. Excludes galvanized pipe at fire suppression system.
4. Includes stainless steel penal fixtures for ADA T/R restroom.
5. HVAC units figured as 16T AAON ERV with wheel HX, roof curb for ERV, 3T mini split for server room, 60T heat recovery VRF system; (2) 30T HP's, 30 FCU's & heat recovery boxes.

Division 26/27/28 – Electrical & Low Voltage

1. Estimate excludes DAS “Distributed Antenna” system, see alternate for add if needed. Includes Rough In and testing only. Note: rough in will require a two-hour shaft to the roof.
2. Excludes EV car chargers.
3. Excludes interview system.
4. We have included PV/Solar in the base bid for an 86 kw system and have removed the 1.5% GET markup below the line.
5. The generator is priced as the original 200 kw diesel generator with 24-hour belly tank (per spec).



Our schedule is based on a 56 week procurement timeline, and will be refined once the order is placed.

6. Please note, it is not uncommon for PGE design to take up to 6 months.
7. Electrical gear (Switchboards – panels) can be 52 to 75 weeks out.
8. Generators are running 60 to 70 weeks to procure.
9. Access controls equipment is unpredictable currently and taking 12 to 24 months to receive, pending manufacturer.
10. Excludes emergency responder radio coverage on fire alarm system. See alternate add for DAS system to be completed. Includes DAS testing and rough in only.
11. Excludes Off Site Electrical Public Improvement Signal, Illumination or Overhead to Underground Conversions. No scope identified on Electrical plans. Allowance provided.

Division 31/33 – Earthwork & Site Utilities

1. Excludes third party inspector for right of way work.
2. Excavation, handling, and disposal of solid or nested boulders 24” in diameter or larger will be considered change order work.
3. Estimate does not include any sub foundation work (shoring, piling, geopiers, etc.).
4. Storm sewer is based on on-site underground detention for overflow discharge into the existing storm sewer system by pump.
5. Waterline pricing is based on hot taps within the main and routing of a new 6” DI and 2.5” PVC water service.
6. Assumes perf pipe for draining at the retaining wall. Nothing shown on Civil plan.
7. Assumes storm connection to CMU wall foundation drains and foundation drain at retaining wall.
8. Includes hot tapping of domestic water lines and Fire Water in public right of way. Excludes supply and install of Meter. Meter by City. P&C will coordinate with city on installation.
9. Includes Design build of Contech CMP Detention piping system by manufacturer.
10. Estimate excludes any provisions for Radon piping or mitigation.
11. Excludes any street signal work. Includes 3 City of Molalla Street Lights along the frontage.

Please note the following **Standard Exclusions**:

- a. Building Permit, SDC’s, Water Meter or associated fees
- b. Architect or consultant fees
- c. Any and all permits except MEP Permits
- d. Special inspections, testing and bonds.
- e. Utility company fees, for example (NW Natural, water department, power utility, etc.)
- f. Franchise utility work/Fees including removal or relocation of overhead lines.
- g. Work to Existing Power poles, transformers, relocation of these services, and/or underground transformers, vaults, etc.
- h. Testing and/or removal of any contaminated soils
- i. Over Excavation of Soils or unsuitable soils nor backfill for such
- j. Testing and/or removal of hazardous materials
- k. Adjacent property access costs and any costs associated with renting adjacent property for use during construction/staging.
- l. LEED Provisions until final determination
- m. BIM provisions



Thank you for giving P&C Construction the opportunity to work with you on this project. Please let me know if you have any questions.

Sincerely,
P&C Construction

Chana Frederick

Chana Frederick, Chief Estimator

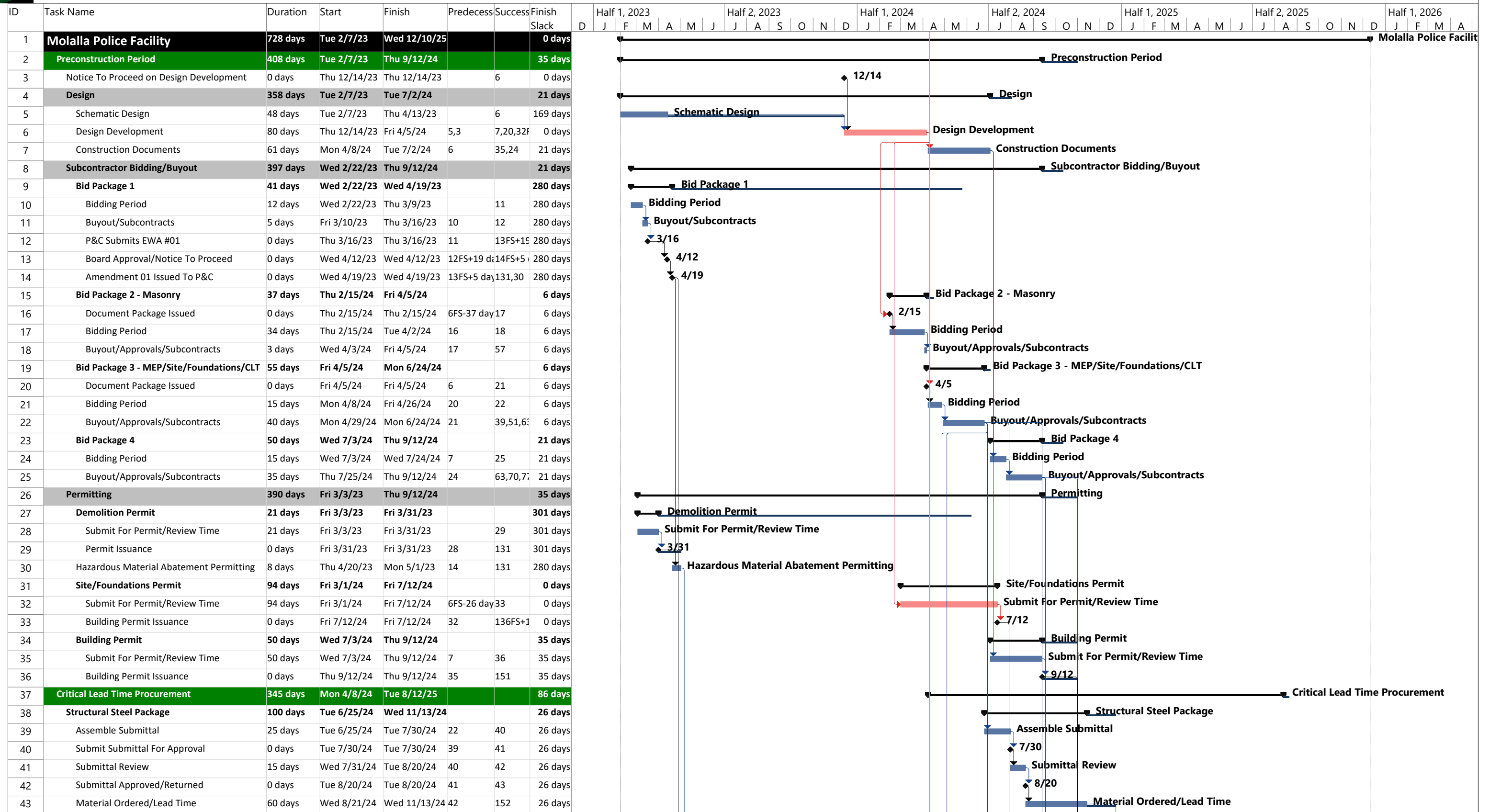
ATTACHMENT D
Current Completion Schedule





PRELIMINARY SCHEDULE

MOLALLA POLICE FACILITY DESIGN DEVELOPMENT PROJECT SCHEDULE - ISSUE DATE 4.10.2024



Project: Molalla Police Facility P
Date: Wed 4/10/24

Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Critical Split		Slack	
Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline		Progress			
Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Critical		Manual Progress			

ATTACHMENT F
Cost Estimate





Molalla Police Station
 EWA and BP Break Downs
 5.2.2024

Preconstruction	\$38,000
EWA-1 Demo and Abatement	\$259,824
BP#2 - Masonry - Block Ordering	\$953,243
EWA#2/BP#3 - Site Civil/Foundation/MEP Scopes - Cost of Work	\$6,090,344
EWA#2 Contingency (GET, Design, Escalation, Construction)	\$824,792
EWA#2 Fee/Bonds/Insurance	\$420,957
EWA#2 CAT	\$39,789
EWA#2 TOTAL	\$8,626,949

	Subcontractor	Group	Phase	Description	Takeoff Quantity	Labor Amount	Material Amount	Sub Price	Sub Amount	Total Amount	
1	Caliber										
2		22 00 00.00		PLUMBING							
3			22 10 00.00	Plumbing							
4				Plumbing - New Plumbing PLUMBING	18,477.00 gsf	-	-	39.09 /gsf	722,333	722,333	
5		23 00 00.00		HEATING, VENTILLATING & AIR CONDITIONING							
6			23 10 00.00	HVAC							
7				HVAC - Baseline Complete - VRF w/ERV HVAC HEATING, VENTILLATING & AIR CONDITIONING Caliber	18,477.00 gsf	-	-	49.21 /gsf	909,285	909,285	
8	CFP								1,631,618	1,631,618	
9		03 00 00.00		CONCRETE							
10			03 30 00.00	Footings, Foundations & Slabs							
11				Concrete Building Work Footings, Foundations & Slabs CONCRETE	1.00 ls	-	-	500,202.00 /ls	500,202	500,202	
12		32 00 00.00		EXTERIOR IMPROVEMENTS							
13			32 16 00.00	Site Concrete							
14				Site Concrete	1.00 ls	-	-	220,377.00 /ls	220,377	220,377	
15				ROW Concrete Site Concrete EXTERIOR IMPROVEMENTS CFP	1.00 ls			40,545.00 /ls	40,545	40,545	
16	GME								260,922	260,922	
17		31 00 00.00		EARTHWORK					761,124	761,124	
18			31 20 00.00	Earthwork							
19				Earthwork - Building	1.00 ls	-	-	102,218.00 /ls	102,218	102,218	
20				Earthwork - Sitework	1.00 ls	-	-	504,198.00 /ls	504,198	504,198	
21				Earthwork - ROW work Earthwork EARTHWORK GME	1.00 ls	-	-	65,763.00 /ls	65,763	65,763	
22	Kraft								672,179	672,179	
23		04 00 00.00		MASONRY							
24			04 10 00.00	Structural Brick							
25				Structural Brick	1.00 ls	-	-	442,748.00 /ls	442,748	442,748	
26				Add 2 Masonry Brick Pilasters due to depth at corner	1.00 ls			11,756.00 /ls	11,756	11,756	
27	BP#2 - Masonry Subcontractor for Brick Selection			Upcharge to Supply Only Pre-Cast Parapet Cap on Brick Walls	1.00 ls			48,398.00 /ls	48,398	48,398	
28				Upcharge to Install Only Pre-Cast Parapet Cap on Brick Walls	1.00 ls			36,512.00 /ls	36,512	36,512	
29				Add 2 Collector Connections and Extra Bolts Install Structural Brick	1.00 ls			1,760.00 /ls	1,760	1,760	
30			04 22 00.00	CMU					541,174	541,174	
31				CMU Masonry	1.00 ls	-	-	260,412.00 /ls	260,412	260,412	
32				Upcharge from Std Grey Block to Ground Face (single) w/Color on Site Secure Wall	1.00 ls			23,435.00 /ls	23,435	23,435	
33				Upcharge Trash Enclosure walls to ground face texture/willow color CMU (single side only)	1.00 ls			6,795.00 /ls	6,795	6,795	
34				Upcharge to Supply Only Pre-Cast Parapet Cap on Site Wall	1.00 ls			62,787.00 /ls	62,787	62,787	
35			Upcharge to Install Only Pre-Cast Parapet Cap on Site Wall	1.00 ls			35,699.00 /ls	35,699	35,699		
36			Upcharge to Supply Only Pre-Cast Parapet Cap on Trash Wall	1.00 ls			7,848.00 /ls	7,848	7,848		
37			Upcharge to Install Only Pre-Cast Parapet Cap on Trash Wall	1.00 ls			5,843.00 /ls	5,843	5,843		
38			Upcharge to Wash Trash & Site Walls in Willow GF CMU	1.00 ls	9,250		9,250.00 /ls	9,250	9,250	412,069	412,069

Subcontractor	Group	Phase	Description	Takeoff Quantity	Labor Amount	Material Amount	Sub Price	Sub Amount	Total Amount
			MASONRY Kraft					953,243	953,243
			BP#2 - Masonry Subcontractors for Brick Selection					953,243	953,243
39			P & C Construction						
40	01 00 00.00		GENERAL REQUIREMENTS						
41		01 10 00.00	General Conditions						
42			General Conditions EWA-2	1.00 ls	-	-	20,453.00 /ls	20,453	20,453
			General Conditions					20,453	20,453
			GENERAL REQUIREMENTS					20,453	20,453
			P & C Construction					20,453	20,453
43			PECI						
44	26 00 00.00		ELECTRICAL						
45		26 10 00.00	Electrical						
46			Electrical - Building	1.00 ls	-	-	1,964,155.00 /ls	1,964,155	1,964,155
47			Electrical - Site	1.00 ls			362,295.00 /ls	362,295	362,295
48			Electrical - ROW	1.00 allow			78,000.00 /allow	78,000	78,000
			Electrical					2,404,450	2,404,450
			ELECTRICAL					2,404,450	2,404,450
			PECI					2,404,450	2,404,450
49			Terra						
50	02 00 00.00		EXISTING CONDITIONS						
51		02 21 00.00	Survey						
52			Survey - Building	18,477.00 gsf	-	-	0.22 /gsf	4,000	4,000
53			Survey - Site	51,439.00 gsf	-	-	0.34 /gsf	17,332	17,332
54			Survey - ROW walks/approaches/curb	1,485.00 gsf	-	-	1.35 /gsf	2,000	2,000
			Survey					23,332	23,332
			EXISTING CONDITIONS					23,332	23,332
			Terra					23,332	23,332
55			WH						
56	06 00 00.00		WOOD, PLASTICS, & COMPOSITES						
57		06 10 00.00	Rough Carpentry Framing						
58			Rough Carpentry - Framing Sub (blocking/backing/shear ply/server ply)	1.00 ls	-	-	94,163.00 /ls	94,163	94,163
59			Rough Carpentry - Framing Sub - Ply on Trash Roof	1.00 ls	-	-	2,278.00 /ls	2,278	2,278
			Rough Carpentry Framing					96,441	96,441
60		06 18 13.00	CLT - Cross Laminated Timber						
61			CLT Sub/Supplier	1.00 ls	-	-	480,727.00 /ls	480,727	480,727
			CLT - Cross Laminated Timber					480,727	480,727
			WOOD, PLASTICS, & COMPOSITES					577,168	577,168
			WH					577,168	577,168

Partial Totals

Description	Amount	Hours	Rate	Totals
Labor				
Material				
Subcontract	7,043,567			
Equipment				
Other				
Subtotal	7,043,567			7,043,567
Green Energy Technology				
GET Soft Costs Allocation	50,000			
Evolution of Design Contingency	281,743		4.000 %	
Bidding & Escalation Contingency	140,871		2.000 %	
Construction Contingency	352,178		5.000 %	
Subtotal - Cost of Work	824,792			7,868,359
Fee/Insurance/Bonds	420,957		5.350 %	
Total Cost of Work	420,957			8,289,316
Corporate Activity Tax (CAT)	39,789		0.480 %	
Partial Total				8,329,105



CITY OF MOLALLA

117 N. Molalla Avenue
PO Box 248
Molalla, OR 97038

Staff Report

Agenda Category: General Discussion

Agenda Date: May 8, 2024

From: Dan Huff, City Manager
Approved by: Dan Huff, City Manager

SUBJECT: Police Facility Project Manager Contract Amendment/Extension

FISCAL IMPACT: \$307,399.00

RECOMMENDATION/RECOMMEND MOTION: Approve the Police Facility Project Manager contract amendment/extension.

BACKGROUND:

Attached to this memo is an amendment/extension of the Project Manager contract for the new Police Facility with Otak CPM. The City of Molalla entered into the original Project Management contract with Otak in February 2022. As Council is aware many of our timelines have been adjusted as we have moved forward in this process. This extension will take us through the completion of the Police Facility project.

Doug Garland, Project Executive and Joshua Dodson, Project Manager will be present at your May 8th meeting for comments and questions.

Project Name:	Molalla Police Department (MPD)
Otak CPM Project No.:	040217
Otak CPM Project Contact:	Doug Garland
Client Name:	City of Molalla
Client Contact:	Dan Huff
Client Mailing Address:	117 N Molalla Avenue/ PO box 248 Molalla, OR. 97038
Project Street Address or Description:	117 N Molalla Avenue/ PO box 248 Molalla, OR. 97038
Property Owner (if different from Client):	City of Molalla

We appreciate the opportunity to submit this Change request to our Agreement for the Molalla Police Department project. Below please find our proposed amended schedule, scope of work and fee. If you agree with these changes, please sign below, keep a copy for your records, and return an executed copy to us. The Agreement entered into on February 23, 2022 will be modified as of the last date of signature below. Unless expressly modified below, all other provisions of the Agreement continue to control. We will proceed upon receipt unless you request otherwise. We await your Notice to Proceed.

Thank you for this opportunity. We look forward to continuing to work with you on this project.

Signed: _____	Signed: _____
Printed: Doug W. Garland	Printed: _____
Title: Vice President	Title: _____
Company: Otak CPM, abn, Otak, Inc.	Company: _____
Date: May 1, 2024	Date: _____

Description and FEE

Project Understanding and Description

The City of Molalla is undergoing construction of a new police facility to be located at the present site of the old Bowling alley.

Reason for this Change request:

As the project timeline has been extended by more than two years beyond the original project completion date of August of 2023 that was out lined in our contract; and with the additional request for FFE services; we must request additional funds. This request will allow us to meet the new deadline of December 2025

and continue to provide you with our highest quality construction management services. We will continue to invoice the city on a time and materials basis and to work as diligently as possible to stay within our budget. As always, any contract savings will revert back to client. All reimbursable expenses are an estimate and will be billed at cost. Our rates will increase every year on January 1 by 3% or the CPI whichever is higher.

Proposed Fee

For a breakdown of estimated hours see the attached Excel sheet.

Original contract amount **\$287,158**
Proposed additional fee **\$304,899**
Reimbursable amount **\$2,500**
Total contract amount **\$594,557**

Name	Position	Est. number of hours	2024 billing rates
Doug Garland	Project Executive		\$196.00 / hr
Joshua Dodson	Project Manager		\$169.74 / hr
Shannon Ladner	Project Coordinator		\$110.00 / hr



CITY OF MOLALLA

117 N. Molalla Avenue
PO Box 248
Molalla, OR 97038

Staff Report

Agenda Category: General Business

Agenda Date: May 8, 2024

From: Christie Teets, City Recorder
Approved by: Dan Huff, City Manager

SUBJECT: City Council Liaison to Library

FISCAL IMPACT: n/a

RECOMMENDATION/RECOMMEND MOTION: Council's Decision

BACKGROUND:

Former City Councilor Robles served as the Library Liaison during her time on Council. With her resignation, a vacancy has opened in the above position.

This is an item for Council discussion and appointment.



CITY OF MOLALLA

117 N. Molalla Avenue
PO Box 248
Molalla, OR 97038

Staff Report

Agenda Category: General Business

Agenda Date: May 8, 2024

From: Asst. City Manager, Mac Corthell
Approved by: City Manager, Dan Huff

SUBJECT: Project 22-21, Section St Improvements

FISCAL IMPACT: \$500,000 - \$1,700,000

RECOMMENDATION/RECOMMEND MOTION: Staff is looking for consensus from the Council on which direction to take improvement of Section St: 1) Full buildout, 2) dig and overlay, 3) remove from CIP.

BACKGROUND: Section St makes up part of the City's existing truck route and is in a state of significant disrepair. It runs through a residential neighborhood and has degraded (or even non-existent) travel lanes, no curb, no sidewalks, and no storm system.

Due to these concerns improvement of the truck route on Section (and Shaver) was included in Molalla's adopted 5-year Capital Improvement Plan (2022-2026).

Accordingly, Staff and the City's Engineer of Record, Dyer Partnership, have been working to complete a design and cost estimate for the buildout of Section St. The design is near enough to completion at this point that a reasonably reliable Engineer's cost estimate was made and provided. The projected cost of the improvement on Section St alone has come in at \$1.475million - \$1.697million.

While the City does have the resources to complete this project, it would put a substantial dent in the available funding for transportation system Capital improvements. Additionally, full build out would require removal of a large historic tree next to the ROW, neighbors moving fences out of the ROW, and removal of parking along one side of the street. However, the project would provide for sidewalk, curb, gutter, travel lanes, striping, stormwater management, and a small amount of sewer and water work at the intersections to ensure no dig out of the road will need to occur if/when additional water/sewer work takes place in the area.

In light of the concerns referenced above, staff has asked our on-call paving contractor for a bid to complete a dig out and overlay of Section St. and is projecting it to come in at less than \$400,000. This would provide only travel lanes, striping, and packed gravel on the shoulders. It would mitigate a substantial portion of the cost, the tree removal, moving of fences, and retain on street parking for both sides of the road.