



AGENDA

MOLALLA CITY COUNCIL MEETING

February 23, 2022

7:00 PM

Molalla City Hall – Conference Room
117 N. Molalla Avenue, Molalla, OR 97038

Mayor Scott Keyser

*Council President Jody Newland
Councilor Elizabeth Klein
Councilor Terry Shankle*

*Councilor Leota Childress
Councilor Crystal Robles
Councilor Eric Vermillion*

WORK SESSION begins at 6:00pm: Open to the Public, but not open to Public Comment or Testimony

REGULAR COUNCIL MEETING begins at 7:00pm: Open to the Public and open to Public Comment or Testimony. Please fill out a comment card and submit it to the City Recorder, prior to the beginning of the meeting.

In accordance with House Bill 2560, the City of Molalla adheres to the following practices:

Live-streaming of the Molalla City Council Meetings are available on Facebook at “Molalla City Council Meetings – LIVE” and “Molalla City Council Meetings” on YouTube.

Citizens can submit Public Comment in the following ways: attend the meeting, email the City Recorder @ recorder@cityofmolalla.com by 4:00pm on the day of the meeting, or drop it off at City Hall, 117 N. Molalla Avenue.

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

3. CONSENT AGENDA

- A. Meeting Minutes – February 9, 2022

4. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

5. PUBLIC COMMENT & WRITTEN COMMUNICATIONS

(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.)

6. PUBLIC HEARINGS

- A. Ordinance No. 2022-02: Amending MMC Chapter 5.24 – Business License Update

7. ORDINANCES AND RESOLUTIONS

- A. Ordinance No. 2022-02: Amending MMC Chapter 5.24 – Business License Update

8. GENERAL BUSINESS

- A. House Bill 2560: Public Meetings and Remote Public Participation (Teets)
- B. Molalla Area Vision and Action Plan – 2022 Goals (Huff)

9. STAFF COMMUNICATION

10. COUNCIL COMMUNICATION

11. 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.



Minutes of the Molalla City Council Meeting

Molalla Civic Center
315 Kennel Ave., Molalla, OR 97038
February 9, 2022

CALL TO ORDER

The Molalla City Council Meeting of February 9, 2022 was called to order by Mayor Scott Keyser at 7:02pm.

COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Jody Newland, Councilor Leota Childress, Councilor Elizabeth Klein, Councilor Terry Shankle, Councilor Crystal Robles, and Councilor Eric Vermillion.

STAFF IN ATTENDANCE

Dan Huff, City Manager; Christie Teets, City Recorder.

Mayor Keyser announced at the beginning of the meeting that the Executive Session that was scheduled for the evening had been cancelled.

CONSENT AGENDA

- A. Meeting Minutes – January 26, 2022

A motion was made by Councilor Klein to approve the Consent Agenda, seconded by Councilor Childress. Vote passed 7-0, with all Councilors voting Aye.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

None.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

None.

ORDINANCES AND RESOLUTIONS

None.

GENERAL BUSINESS

- A. House Bill 3071: Elected Officials as Mandatory Reporters

City Recorder Teets presented House Bill 3071 to Council, explaining that in May 2021, the State required Elected Officials to become Mandatory Reporters. HB3071 went into effect in January 2022. Ms. Teets gave each Councilor a copy of the League of Oregon Cities, Municipal Handbook, Chapter 30: Abuse Reporting, and a copy of House Bill 3071. Ms. Teets also stated that each Councilor would need to sign a document included in their packet, that acknowledges that documents were provided to them. Each Councilor signed the acknowledgement and returned it to the City Recorder.

- B. Goal Setting Conference Recap

City Manager Huff gave a brief recap of the Goal Setting Conference. Councilors viewed updated goals for the Molalla Area Vision and Action Plan 2030 at the Work Session. During the Work Session feedback was provided to the City Manager and City Recorder. Updated documents will be provided to Council at the next meeting.

STAFF COMMUNICATION

- City Recorder Teets informed Council that construction on Council Chambers would begin Monday, February 14th. Therefore, there is a need to move meeting locations while construction is underway. City Council meetings will be held at City Hall for the February 23rd and March 9th meetings. An announcement will be made if any further meetings need to be held there.
- City Manager Huff shared the Community Development Department report with Council. He pointed out that many applications are coming into the Planning Department at this time, which means more growth within the community.

Council Robles congratulated the City on the message that was sent by Travel Oregon.

COUNCIL COMMUNICATION

- Councilor Vermillion reported that the last MRSD meeting was cancelled. He met Tracy with the Chamber of Commerce, and is looking forward to working with them. Councilor Vermillion complimented the Public Works department for the recent facility tour provided by Public Works Division Manager, Andy Peters.
- Councilor Robles expressed her gratitude for the facility tour provided by Mr. Peters. She thanked Mr. Huff for providing the experience, and complimented the City staff. Councilor Robles reported on activities at the Library, as well as all of the Share the Love activities currently happening.
- Councilor Childress expressed her thanks to the Water Treatment and Wastewater Treatment Plant employees for their hard work and dedication. Councilor Childress reported that the new traffic signal at Molalla Avenue and Hwy. 211 will be turned on later this week. She also shared that she had a lengthy conversation with the new reporter at the Pioneer Harold.
- Councilor Shankle had nothing to report.
- Councilor Klein shared that the Beautification & Culture Committee met the night before. The Call to Artist event will be announced within the next thirty days. She encouraged people to keep an eye open for it.
- Council President Newland went over the recent Parks CPC. Ideas for Chief Yelkus Park has been extended to March 11th. Submissions can be turned into City Hall. The next Parks CPC meeting has been scheduled for March 15th at 6:00pm at City Hall. She also explained that the State Legislature is in short-session this month. She encouraged people to get involved and provided a link for more information. oregonlegislature.gov
- Mayor Keyser asked about Budget Committee applications. City Recorder Teets responded that she currently has one submission, and there are two openings on the committee. Mayor Keyser reported that he had attended a C-4 meeting earlier in the week. (Clackamas County Coordinating Committee) He stated that JPACT (Joint Policy Advisory Committee Transportation) would be continuing to push through the I-205 Tolling Project. Mayor Keyser also announced to ribbon cutting ceremonies. Saturday, February 12th for the Main Shop and Saturday, February 19th for BST Realty at 2:00pm.

RECESS INTO EXECUTIVE SESSION

Canceled.

For the complete video account of the City Council Meeting, please go to YouTube
“Molalla City Council Meetings – February 9, 2022”

ADJOURN

Mayor Keyser adjourned the meeting at 7:35pm.

Scott Keyser, Mayor

Date

ATTEST:

Christie Teets, City Recorder

City of Molalla

City Council Meeting



Agenda Category: Ordinance

Subject: Ordinance No. 2022-02: Amending MMC Chapter 5.24 Business License

Recommendation: Approval

Date of Meeting to be Presented: February 9, 2022

Fiscal Impact: N/A

Background:

On October 27, 2021, Council approved Ordinance No. 2021-11 updating Business License code language. (see attached)

During conversation of due dates for Exemptions and Payments, Councilors requested that the due date change from January 1st, to January 15th, as the 1st is a holiday. Code language was updated for Exemptions to January 15th, however, not for Payment due date.

Staff is requesting this Ordinance be approved so that both due dates align with January 15th.

SUBMITTED BY: Christie Teets, City Recorder

APPROVED BY: Dan Huff, City Manager



ORDINANCE NUMBER 2021-11

**AN ORDINANCE OF THE CITY OF MOLALLA, OREGON.
AMENDING MOLALLA MUNICIPAL CODE
CHAPTER 5.24 BUSINESS LICENSES**

WHEREAS, The City of Molalla assesses a fee to those performing business in the city,

WHEREAS, The City's legal counsel has recommended updating the following sections in the Molalla Municipal Code,

WHEREAS, The City staff agrees to the update language prior to the next Business License renewal period.

Now, Therefore, the City of Molalla Resolves as follows:

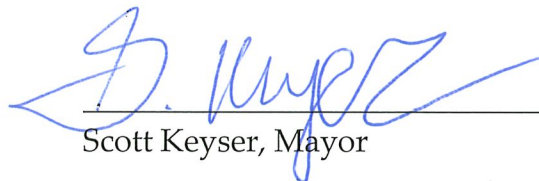
Section 1. Molalla Municipal Code Section 5.24.015 *Purpose of business license fee*, letter "A" shall state: The ordinance codified in the chapter is enacted, except as otherwise specified in this section, to provide revenue for municipal purposes including police protection, marketing, tourism promotion, economic development and to provide revenue to pay for the necessary expenses required to issue the license.

Section 2. Molalla Municipal Code Section 5.24.025 *Exemptions*, letter A-7 shall reflect: Persons whose gross receipts from business conducted both within and without the City amount to less than \$2,500.00 per calendar year; provided that any such person provide written notice to the City by January 15th, that they are exempt and upon demand by the City provide proof verifying the amount. This exemption does not supersede the applicability of the exemption for garage sales as defined in this chapter.

Section 3. Effective Date. This Ordinance will take effect thirty (30) days from the date of adoption.

Read the first time on October 27, 2021 and moved to a second reading by 6-0 vote of the City Council.

Read the second time and adopted by the City Council by 6-0 vote on October 27, 2021.



Scott Keyser, Mayor

ATTEST:



Christie Teets, City Recorder



ORDINANCE NUMBER 2022-02(RED-LINE VERSION)

**AN ORDINANCE OF THE CITY OF MOLALLA, OREGON.
AMENDING MOLALLA MUNICIPAL CODE
CHAPTER 5.24 BUSINESS LICENSES**

WHEREAS, The City of Molalla assesses a fee to those performing business in the city,
WHEREAS, The City’s legal counsel has recommended updating the following sections in the Molalla Municipal Code,
WHEREAS, The City staff agrees to the update language prior to the next Business License renewal period.

Now, Therefore, the City of Molalla Resolves as follows:

Section 1. Molalla Municipal Code Section 5.24.020 *Business license fee imposed.* Letter B. shall state: The fee for business licenses shall be due and payable ~~on the first~~ by the 15th day of January of each year for the calendar year following and shall be delinquent on or after the 16th of January. ~~first day of February.~~

Section 2. Effective Date. This Ordinance will take effect 30 days after approval by Council.

Read the first time on _____ and moved to a second reading by _____ vote of the City Council.

Read the second time and adopted by the City Council on _____.

Scott Keyser, Mayor

ATTEST:

Christie Teets, City Recorder

City of Molalla

City Council Meeting



Agenda Category: General Discussion

Subject: House Bill 2560: Relating to expanding remote participation of public in self-government through use of technology

Recommendation: N/A

Date of Meeting to be Presented:

Fiscal Impact: TBD

Background:

House Bill 2560 was passed in May 2021 and went into effect on January 1, 2022.

The City of Molalla has had many of the requirements in place for several years. We provide video livestreaming through Facebook and added YouTube in 2020.

Citizens are invited to provide public comment through the following three ways: attend our meetings in person, email the City Recorder @ recorder@cityofmolalla.com by 4:00pm on the day of the meeting, or drop it off at City Hall, 117 N. Molalla Avenue.

We have recently began recording Planning Commission meetings and Work Sessions to fulfill this requirement.

SUBMITTED BY: Christie Teets, City Recorder
APPROVED BY: Dan Huff, City Manager

Enrolled
House Bill 2560

Sponsored by Representative MEEK, Senator STEINER HAYWARD; Representatives DEXTER, GRAYBER, MARSH, MCLAIN, REARDON, REYNOLDS, SALINAS, SCHOUTEN, SMITH WARNER, SOLLMAN, VALDERRAMA, WILDE, WILLIAMS, Senator MANNING JR (Presession filed.)

CHAPTER

AN ACT

Relating to expanding remote participation of public in self-government through use of technology; amending ORS 192.670.

Be It Enacted by the People of the State of Oregon:

SECTION 1. ORS 192.670 is amended to read:

192.670. (1) Any meeting, including an executive session, of a governing body of a public body which is held through the use of telephone or other electronic communication shall be conducted in accordance with ORS 192.610 to 192.690.

(2) When telephone or other electronic means of communication is used and the meeting is not an executive session, the governing body of the public body shall make available to the public at least one place where, or at least one electronic means by which, the public can listen to the communication at the time it occurs. A place provided may be a place where no member of the governing body of the public body is present.

(3) All meetings held by a governing body of a public body, excluding executive sessions, must provide to members of the general public, to the extent reasonably possible, an opportunity to:

(a) Access and attend the meeting by telephone, video or other electronic or virtual means;

(b) If in-person oral testimony is allowed, submit during the meeting oral testimony by telephone, video or other electronic or virtual means; and

(c) If in-person written testimony is allowed, submit written testimony, including by electronic mail or other electronic means, so that the governing body is able to consider the submitted testimony in a timely manner.

(4) The provisions of subsection (3) of this section:

(a) Apply to hearings under ORS 197.763, 215.402 to 215.438 and 215.700 to 215.780 regardless of whether a governing body or governing body's designee, including a hearings officer, conducts the hearing; and

(b) Do not apply to contested case hearings under ORS chapter 183.

Passed by House April 10, 2021

.....
Timothy G. Sekerak, Chief Clerk of House

.....
Tina Kotek, Speaker of House

Passed by Senate May 27, 2021

.....
Peter Courtney, President of Senate

Received by Governor:

.....M.,....., 2021

Approved:

.....M.,....., 2021

.....
Kate Brown, Governor

Filed in Office of Secretary of State:

.....M.,....., 2021

.....
Shemia Fagan, Secretary of State

City of Molalla

City Council Meeting



Agenda Category: General Business

Subject: Molalla Area Vision and Action Plan 2030

Recommendation: Approval

Date of Meeting to be Presented: February 23, 2022

Fiscal Impact:

Background:

Molalla City Council and staff have been working diligently on the Molalla Area Vision and Action Plan 2030, since it's adoption in January 2020.

Attached is a list created by each Department of accomplishments and ongoing goals and expectations. This was brought to Council on February 9, 2022 at a Work Session. Staff made the requested corrections and would like Council approval.

Recommended Motion: Approve the 2022 Goals, Expectations, and Accomplishments document provided by City Staff, relating to the Molalla Area Vision and Action Plan.

SUBMITTED BY: Dan Huff, City Manager

APPROVED BY: Dan Huff, City Manager

ADMINISTRATION

City Manager, City Recorder, Finance

MOLALLA AREA VISION AND ACTION PLAN 2030

Status Update – January 2022

ACTION ITEM	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
2021 Action Items			
<i>(Administration/City Manager)</i>			
DUII prosecution in Molalla Municipal Court (FA 1, 3)	✓	✓	
Revisit Wildfire Emergency Response program (FA 1)	✓		
Promote Diversity, Equity, Inclusion Opportunities (FA 1, 2)	✓	✓	✓
Community Partnership (FA 2)	✓		
Marketing/Social Media Firm (PIO?) (FA 2)	✓		
Update Emergency Operation Plan (FA 2)	✓		
Reestablish Student Liaison with City Council (FA 3)	✓		
Inventory and Promote available resources, services, and opportunities in Molalla (FA 4)			
Community Outreach via Molalla Current (FA 4, 5)	✓	✓	✓
Investigate Community Development bonding (FA 5)	✓		
Work with Molalla Hope to provide space for Warming/Cooling Shelter (FA 4)	✓		✓
Create and Implement a Parks CPC (FA 2)	✓	✓	✓
Oversee Parks CPC for creation of Chief Yelkus Park – Molalla Forest Road (FA 1, 2, 5)	✓	✓	

ADMINISTRATION

City Manager, City Recorder, Finance

MOLALLA AREA VISION AND ACTION PLAN 2030

Status Update – January 2022

ACTION ITEM	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
Oversee Parks CPC for creation of Strawberry Park (FA 1, 2, 5)	✓		✓
<i>(City Recorder)</i>			
Provide prompt service when fulfilling Public Records Requests (FA 3, 4)	✓	✓	✓
<i>(Finance Department)</i>			
Develop Human Resources Department (FA 4)	✓		✓
Assist all departments with funding for projects (FA 4)	✓	✓	✓
Annually receive Budget Award (FA 4)	✓	✓	✓
Annually receive good audit (FA 4)	✓	✓	✓
Continual Grant Management (ARPA, CRF, CDBG, etc.) (FA 4)	✓	✓	
Organize and secure funding for Police Facility	✓		
Organize and secure funding for Park Property Purchase (FA 1, 2, 4, 5)	✓		✓
Financial Health – 5 yr plan Auditors state that we are better than most Cities our size (FA 4)	✓	✓	

ACTION ITEM	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
2021 Action Items			
Actively participate in Celebrate Molalla and National Night Out (FA 1, 2)		✓	
Coordinate with Molalla Current for updates and monthly newsletter (FA 1, 2)		✓	
Promote local musicians through summer Music in the Park series (FA 1, 2)		✓	
Plans programs promoting all holidays, increasing awareness of diversity of culture and celebrations (FA 1, 2, 5)		✓	
Library employs Spanish speaking staff to assist in all aspects of communication with Hispanic community (FA 2)		✓	
Provide materials and online databases to assist in career and test taking skills for local high school students (FA 3)		✓	
The Molalla Library is a full-service resource hub. (FA 4)		✓	
Provide a variety of resources to community regarding the environment and sustainability (FA 5)		✓	
		✓	

ACTION ITEM	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
2022 Action Items			
Collaborate with Todos Juntos to provide outreach programs (FA 1, 2)		✓	
Collaborate with local daycare centers to promote literacy skills (FA 1)		✓	
Collaborate with Lutheran Family Services to restart Citizenship Classes (FA 1)		✓	
Create additional teen activities for local students, providing a safe place for teens to gather (FA 3)		✓	
Introducing a Tree Planting Program to celebrate Earth Day 2022 (FA 5)	✓	✓	

POLICE DEPARTMENT

MOLALLA AREA VISION AND ACTION PLAN 2030

Status Update – January 2022

ACTION ITEM	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
2021 Action Items			
New Policy Facility (FA 1-5)	✓		
Police Department Webpage Update (FA 1, 2, 5)	✓		
Public Information Officer (FA 1, 2, 5)	✓		
Expand Bike Patrol (FA 2)		✓	
Establish Police Facility CPC (FA 1-5)			✓
Develop Bicycle Registration & Education Program (FA 2, 3)	✓		
Sustainable Police Department Staff (FA 2, 3)	✓		
Pursue Traffic Unit Grants (FA 2, 3, 4)		✓	
Develop Drug Recognition Expert (FA 2, 3)	✓		
Investigate Use of Drone (FA 2, 3)	✓		
Maintain Police Accreditation (FA 2, 3)		✓	

ACTION ITEM	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
2022 Action Items			
Participate in Molalla Current Updates (FA 1)		✓	
Collaborate with Molalla & Colton Fire Departments (active shooter training) (FA 1)		✓	
Collaborate with MRSD to create an Emergency Management Plan (FA 1)	✓		
Collaborate with local businesses – Evaluating security measures in event of active shooter or similar emergencies (FA 1)	✓		
Coordinate community events with other agencies (Buckeroo, 5K run, Chamber Parade) (FA 2)		✓	
Partner with DEA – National Drug Take Back Day, including year-round kiosk at PD (FA 2)			✓

VISION & ACTION PLAN	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
2021 Goals			
Complete Clark Park Phase 4 (FA 1, 2, 5)	Completed - In warranty	20-05: N/A	Project Closed.
Complete Creamery Creek Park *Now Strawberry Park* (FA 1, 2, 5)	In progress	20-07: Complete Project 2022	Equipment on order, infrastructure in engineering.
Establish Bohlander Field Vision (FA 1, 2, 5)	None Yet	Adopt Vision (Council) 2022	Included on 2022 Goals
Recruit and Implement Parks CPC (FA 1, 2, 5)	Ongoing (CPC Seated)	Meet regularly on Park Development, and Master Plan	Fox Park & Strawberry Park Developing, Chief Yelkus Park Named and Designing
Complete Molalla Forest Road Bike & Ped Path Phase 1 (FA 1, 5)	Completed - In warranty	19-07: N/A	Project Closed.
Replace Park equipment at Fox Park (FA 2)	In progress	21-11: Complete 2022	Equipment on order, infrastructure in engineering.
Investigate Use of Marketing Firm (FA 1, 2)	None Yet	Determine potential scopes of work and pricing 2022	None
Complete Water Master Plan (FA 3)	Completed	19-02: N/A	Project Closed - Adopted 5/26/21
Continue Transportation Projects on OR 211 and OR 213 (Traffic Signal) (FA 2, 3)	Ongoing	18-08: 213/Toliver RAB, Complete 2023; 19-04: Cascade Center, Complete 2022; 19-09: 211/Molalla Signal, Complete 2022; 1000 W Main frontage/220 W Main frontage/1522 W Main frontage/501 E Main frontage /31330 Hwy 213 frontage – All Complete 2022.	19-04: Cascade Center full street improvements complete, 211 & Molalla Ave signal nearly complete; 17-04 211 Bike/Ped path complete; New ADA ramps along 211 complete; Executing private improvements on 211/213; 18-08 Row acquisition in work.
Right-of-Way acquisition and development of Leroy Avenue (FA 2)	In progress	19-04: obtain ROW through to Lowe Rd., complete existing S Leroy frontage improvements	Completed S Leroy improvements except portion developing with new Apt's, and unowned ROW at end.

Designate Truck Route to ease congestion and improve safety of Molalla Avenue (FA 2)	Completed	N/A	Truck Route Completed: Ord 2020-12, adopted 11/18/2020.
Street Utility Fee (FA 3)	Ongoing	Review street utility fee options, begin public process, pass fee or other tax as applicable	Added to Council’s Goals for 2022.
Park Utility Fee or Park Use Fee (FA 5)	None	Removed from list until street fee work is done.	Removed from Council’s Goals for 2022.
Examine Funding Options for Acquisition of Railroad Right of Way (FA 5)	Ongoing	Begin regional discussions with County and Canby.	Determined that RR Company only interested in selling all ROW, not just city portion.
Explore Travel Oregon Grant – Wayfinding Kiosks (FA 1)	Completed	N/A	Grant awarded, kiosks and maps placed, art contest ongoing. Grant closed.
Managed Growth Efforts – Molalla Current Established (FA 1)	Completed	Additional Implementation Steps 2022.	Completed: Molalla Current procured, developed, marketed and functioning.
Community Identity – Branding Action (Real People, Real Adventure, Real Fun) (FA 1)	Ongoing	Facilitate a community branding initiative to incorporate new logo/slogan into the community.	Logo/Slogan Adopted and Being Implemented on Community Development initiatives.
Coordinate with Chamber to develop digital map to be used on wayfinding kiosks (FA 1)	Ongoing	Licensing agreements implemented; non-chamber businesses allowed on map.	Map product with list of tourism/travel developed. Digital space created and included.
Collaborate with Chamber to bring Business Resource Center to Molalla Business Community (FA 1)	Completed	N/A	Negotiated with BRC to include Molalla, brought Chamber rep to BRC rep, Chamber offered funding from BRC’s to host ½ time BRC employee. Chamber did not approve.
Establish Beautification & Culture CPC – Dissolve Arts & Culture and Economic Dev. CPC’s (FA 2)	Ongoing (CPC Seated, others dissolved)	Meet regularly to discuss beautification and culture initiatives. Gateways, mural code, architectural standards... etc.	Working on Destination Ready Assessment and Kiosk Art Contest.
Involved with negotiation of new Police Facility project (FA 1-5)	Completed	N/A	Several months of negotiation on purchase of property, price lowered from \$1.1 mil, to \$500k

Conduct Phase I environment on new Police Facility property (FA 1 – 5)	Completed	N/A	Enviro 1 completed, no issues of major concern.
Police Facility Stormwater/drainage improvements scheduled in Phase II (ARPA Funding) (FA 1-5)	In progress	Contract with project manager, design/engineer storm/drainage improvements based on selected design... complete improvements 2022	Real property acquired, personal property auctioned, project manager contract under review.
Purchase Reader Board for City Hall (FA 2)	Completed	Establish use policy for regular and special posting to board.	Board fully installed and fully functioning.
Develop and Install Public Parking Signs at City Hall public areas (FA 2)	Completed	N/A	Public parking signs added on N Molalla Ave, adjacent to lots on Ross, in lots, and on kiosks.
Monthly Newsletter via Molalla Current (FA 2)	Ongoing	Continue monthly newsletter, enhance as opportunity allows.	Established the Molalla Current Monthly E-Newsletter using the tool on Molalla Current.
Local Government Internship hosted by Planning Department (FA 2, 3)	Ongoing	Disseminate opportunity to home and charter school as well as public school.	Hosted one H.S. intern with great success.
Provided Description for non-degree seeking City internship to MRSD program manager (FA 2)	Completed	N/A	Developed and provided non-degree seeking internship, then MHS advised the program was cancelled.
Economic Development Plan created and adopted by City Council (FA 3)	Completed	Continue to work on ED plan task list....	Conducted numerous meetings, significant research, and other public outreach in development of plan. Adopted by Council on 6/9/21.
How to “Start a New Business” checklist created and posted on website (FA 3)	Ongoing	Upgrade checklist to include any/all new processes and policies. Integrate in Planning Handbook.	Developed and posted start a business checklist.

VISION & ACTION PLAN	GOAL (ongoing/in progress)	EXPECTATION (yearly function)	ACCOMPLISHED (task completed)
2022 Goals – Carried Forward from 2021			
Complete Creamery Creek Park *Now Strawberry Park* (FA 1, 2, 5)	In progress	20-07: Complete Project 2022	Equipment on order, infrastructure in engineering.
Establish Bohlander Field Vision (FA 1, 2, 5)	None Yet	Adopt Vision (Council) 2022	Included on 2022 Goals
Replace Park equipment at Fox Park (FA 2)	In progress	21-11: Complete 2022	Equipment on order, infrastructure in engineering.
Investigate Use of Marketing Firm (FA 1, 2)	None Yet	Determine potential scopes of work and pricing 2022	None
Continue Transportation Projects on OR 211 and OR 213 (Traffic Signal) (FA 2, 3)	Ongoing	18-08: 213/Toliver RAB, Complete 2023; 19-04: Cascade Center, Complete 2022; 19-09: 211/Molalla Signal, Complete 2022; 1000 W Main frontage/220 W Main frontage/1522 W Main frontage/501 E Main frontage /31330 Hwy 213 frontage – All Complete 2022.	19-04: Cascade Center full street improvements complete, 211 & Molalla Ave signal nearly complete; 17-04 211 Bike/Ped path complete; New ADA ramps along 211 complete; Executing private improvements on 211/213; 18-08 Row acquisition in work.
Right-of-Way acquisition and development of Leroy Avenue (FA 2)	In progress	19-04: obtain ROW through to Lowe Rd., complete existing S Leroy frontage improvements	Completed S Leroy improvements except portion developing with new Apt's, and unowned ROW at end.
Street Utility Fee (FA 3)	Ongoing	Review street utility fee options, begin public process, pass fee or other tax as applicable	Added to Council's Goals for 2022.
Examine Funding Options for Acquisition of Railroad Right of Way (FA 5)	Ongoing	Begin regional discussions with County and Canby.	Determined that RR Company only interested in selling all ROW, not just city portion.
Community Identity – Branding Action (Real People, Real Adventure, Real Fun) (FA 1)	Ongoing	Facilitate a community branding initiative to incorporate new logo/slogan into the community.	Logo/Slogan Adopted and Being Implemented on Community Development initiatives.

Coordinate with Chamber to develop digital map to be used on wayfinding kiosks (FA 1)	Ongoing	Licensing agreements implemented; non-chamber businesses allowed on map.	Map product with list of tourism/travel developed. Digital space created and included.
Police Facility Stormwater/drainage improvements scheduled in Phase II (ARPA Funding) (FA 1-5)	In progress	Contract with project manager, design/engineer storm/drainage improvements based on selected design... complete improvements 2022	Real property acquired, personal property auctioned, project manager contract under review.
How to “Start a New Business” checklist created and posted on website (FA 3)	Ongoing	Upgrade checklist to include any/all new processes and policies. Integrate in Planning Handbook.	Developed and posted start a business checklist.
2022 Goals – Newly Established			
Develop a tracking system to account for needed data points for DLCD annual reporting requirements (over 10k population)	In Progress	Integrate datapoints into tracking system. Backlog 1-year of data and report.	Data points identified.
Complete Housing Needs Analysis and associated plan amendments	In Progress	Contract consultant, conduct studies and public outreach, complete studies, adopt findings.	Grant awarded. RFP out for bids.
Identify funding for, and begin Employment Lands Studies to aid in UGB exploration	None Yet		
Reconcile PSP Zoning and complete associated plan amendments	In Progress	Complete rezoning/comp plan amendments.	Improperly zone properties identified.
Emergency Management Plan Update	In Progress	Identify and apply for funding to complete update; begin plan update with expected completion in 2023.	Potential grant funding sources identified.
Travel Oregon Destination Ready Assessment and Projects	In Progress	Complete assessment, identify priority projects, seek funding	Grant awarded, community advisory committee seated, first 2 meetings complete
Kiosk Art Contest	In Progress	Establish contest rules and timelines, disseminate, and select. Seek options for sustainability of contest.	B & C Committee researching Art contests and working to develop proposed rules.
Mural Program	In Progress	Finalize and adopt comprehensive local mural program	B & C Committee researching mural programs.

Developer Assistance Programs	In Progress	Complete MURA Opportunity Fund Grant Program and adopt, Adopt expanded enterprise zone, manage IOF – Dansons project.	Outline for MURA opportunity fund complete, Enterprise Zone Expansion in beginning stages, ODOT IOF grant awarded for Dansons improvements.
Develop integrated project management program and procedures to include Engineering, Finance, Public Works, Planning, and Administration.	In Progress	Map all processes and develop digital tools.	Opening checklist prototype complete, private development checklist complete.
Secure property for 2.0 MG Water Tank	Ongoing	Determine costs, identify and obtain funding.	Land owner talks and tank design/placement costs and options explored.
Water Intake Structure	Ongoing	Determine design and costs.	Put into CIP as a priority water project.
Complete Water Service Leak Repairs	In Progress	Conduct actual repairs.	21-06: Out for bids, other service leaks in engineering.
Wastewater Treatment Plant	In Progress	Identify funding sources, determine what (if any) property may be acquired to continue design. Ensure continued compliance with DEQ consent decree.	Substantial research into potential funding sources currently underway. Negotiating for potential property purchase.
Wastewater Consent Decree Compliance	In Progress	Continue removal of biosolids, I & I mitigation, and TMDL Mercury plan	Developed and implemented bio-solid removal plan, conducted substantial I & I mitigation, and turned in draft TMDL Mercury plan to DEQ.
Molalla Forest Road Exploration	None yet	Determine what it will take to open MFR from S Molalla to OR-211	Walked road and observed potential issues.
Develop Stormwater Master Plan, CIP, and Rate Study	None yet	Identify potential funding resources to complete plan. Contract with consultant and begin planning process.	N/A
Mitigate Flooding in the Community	None yet	Identify flood prone areas and determine action/costs to mitigate.	N/A
Chief Yelkus Park Development	In Progress	Complete park and roadway design. Assess funding availability	Parks CPC has solicited public input on the park proper. Design &

		and proceed with construction as funding allows.	Engineering work being done on roadway in front of park
Civic Center Renovation	In Progress	Complete Council/Court Chamber and Executive Session room in 2022. Complete CDB Grant improvements in 2023.	21-10: Digital upgrades complete, dais on order, construction contracted.
City Hall Upstairs Renovation	In Progress	Construction in progress, complete 2022.	21-04: design, engineering, bids, all complete.
System Development Charges and Capital Improvement Plan reconciliation and adoption	Ongoing	Hire consultant to reconcile and present options to Council, adopt. Create a new baseline with certainty of appropriateness.	Multiple work sessions and discussions on this topic.

Repeating Annual Goals/Tasks	
Provide Exceptional Customer Service (FA 1-5)	Manage and Facilitate Parks CPC (FA 1, 2, 5)
Manage and Facilitate Beautification & Culture CPC (FA 1, 2, 5)	Implement Economic Development Plan (FA 1-5)
Produce and Disseminate the Molalla Current E-Newsletter (FA 1-5)	Host Local Government Internship Program (FA 2, 3)
Manage the Molalla Current and Use it to Engage the Molalla Community (FA 1-5)	Manage, Facilitate and Train the Planning Commission
Implement Water Master Plan	Implement Wastewater Master Plan
Implement Stormwater Master Plan	Implement Transportation Master Plan
Implement Downtown Master Plan	Implement Parks Master Plan
Implement Development Code	Implement Comprehensive Plan

COUNCIL PROJECTS
Goal Setting Conference
January 29, 2022

CITY-WIDE TRASH DAY
(Partner with B & B Leasing, City, other agencies)

- Shred Truck - \$ per banker box/bag?
- E-cycle – out of date electronics
- Recycle – metal, glass, etc.
- Paint disposal
- Lion’s Club – donate eyeglasses
- Other

- ❖ Once per year – Bohlander Field
- ❖ Proof of B&B Leasing service – bill/statement
- ❖ Coordinate with PD Drug Take Back Day – April 30th, 10a-2p

CELEBRATE MOLALLA

- NEW DATE: August 27, 2022
- Location: S. Molalla Avenue
- Car Show
- Food Court
- Beer Garden
- 100 Vendors

- ❖ City provide list of Goals & Accomplishments for Citizen Education