



AGENDA

**MOLALLA CITY COUNCIL MEETING
February 10, 2021
7:00 PM
Molalla Adult Center
315 Kennel Ave, Molalla, OR 97038**

Mayor Scott Keyser

***Council President Leota Childress
Councilor Elizabeth Klein
Councilor Terry Shankle***

***Councilor Jody Newland
Councilor Crystal Robles
Councilor Steve Deller***

WORK SESSION begins at 6:30pm: 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.

*MEETING NOTICE: Due to health concerns of COVID-19, this City Council Meeting will be held in accordance with Governor Brown’s Executive Order 20-25. Council Chambers is limited to 25 people.
The On-Demand replay of the Molalla City Council Meetings are available on Facebook at “Molalla City Council Meetings – LIVE” and “Molalla City Council Meetings” on YouTube.*

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

3. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

A. Police Officer Swearing In

4. PUBLIC COMMENT

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

5. APPROVAL OF THE AGENDA

6. CONSENT AGENDA

7. PUBLIC HEARINGS

8. ORDINANCES AND RESOLUTIONS

9. GENERAL BUSINESS

- A. Council Stipend Policy (Huff)Pg. 2
- B. Goal Setting Retreat Review (Huff)Pg. 4
- C. Diversity, Equity, and Inclusion Report (Huff)Pg. 15

10. REPORTS

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

11. ADJOURN

City of Molalla

CHAPTER 1.02 COUNCIL RULES
1.02.210 COUNCIL EXPENSES



Council Stipend Policy

Adopted DATE
Resolution 2021-XX

This document supersedes all previous council stipend policies.



Purpose

The City Council wishes to establish a Council Stipend Policy to serve as a guideline for monthly reimbursement/stipend of Councilors.

Definitions

MMC 1.02 Council Rules, 1.02.210 Council Expenses. Reimbursement. The Council shall receive a monthly reimbursement for expenses, the amount to be set appropriately by the Mayor and Council. (Ord. 2007-05)

MMC 1.02 Council Rules, 1.02.060 Council meetings. G. Attendance at meetings is expected of Councilors who should use their best efforts to attend all Council meetings. Councilors will inform the Mayor and the City Manager if they are unable to attend any meeting. Additionally, the Mayor will inform the Council President and the City Manager regarding any absence by the Mayor. (Ord. 2019-07, Or. 2007-05)

Objectives

As of the date of this policy, the current monthly reimbursement/stipend is as follows:

- Mayor \$125.00 per month or \$62.50 per regular meeting
- Councilors \$100.00 per month or \$50.00 per regular meeting

The objective is that Councilors will attend all regular meetings using their best efforts.

Councilors may incur one regular meeting absence without having a deduction in stipend.

A per regular meeting deduction will occur for all other absences.

Distance attendance through zoom, facetime or other technological process shall be counted as being present for a regular meeting.

City of Molalla

City Council Meeting



Agenda Category: General Discussion

Subject: Council Stipend Policy

Recommendation: Discussion/Direction

Date of Meeting to be Presented: February 10, 2021

Fiscal Impact: \$750.00 per month

Background:

Council discussed stipends during your goal setting session on January 30, 2021. We have attempted to capture that discussion in the attached draft policy. Staff suggests that Council review the proposed policy, make changes/edits and direct Staff to bring back a formal Resolution to adopt the policy.

Recommended Motion: Direct Staff to bring back a Resolution to adopt a formal stipend policy.

SUBMITTED BY: Dan Huff, City Manager
APPROVED BY: Dan Huff, City Manager



GOAL SETTING SESSION JANUARY 2021

FOCUS AREA #2

**WELCOMING,
FRIENDLY, SAFE,
INCLUSIVE**

POLICE DEPARTMENT

- New Police Facility
- Activate Police Facility Community Program Committee
- Expand Bike Patrol
- Police Department administered webpage
- Examine the need for a Public Information Officer – Social Media
- Develop a Bike registration/education program
- Examine sustainable 24-hour Police supervision
- Pursue viable Traffic Unit grants
- Develop a Drug Recognition Expert
- Investigate the use of a drone
- Maintain Police Accreditation

PLANNING DEPARTMENT

- Complete first year initiatives (branding, gateway beautification, downtown beautification/curb appeal, informational and wayfinding signage)
- Recruit, develop and implement action plans
- Investigate the use of a drone

PUBLIC WORKS

- Establish Bohlander Field Vision
- Recruit and implement a Parks Community Program Committee
- Replace park equipment at Fox Park
- Investigate using a marketing firm
- Investigate the use of a drone

LIBRARY

- Library Resources available to everyone

FINANCE

- Maintain good customer service from front line staff

ADMINISTRATION

- Provide Spanish interpretation of the various program documents
- Diversity, Equity, Inclusion Program – “Molalla style” – Resource, Opportunity, Education
- Community partnership – become more involved in community groups
- Investigate using a marketing/Social Media person firm
- GOAL: Emergency Operation Plan - Safety during wildfire. Internal communication plan – need policy or procedures – who is the spokesperson? EOC Coordinated effort by City, lacking with Clackamas County. How to get information to Councilors or on Social Media?
- Examine the need for a Public Information Officer



GOAL SETTING RETREAT JANUARY 2021

FOCUS AREA #1

**RESILIENCE,
HISTORY,
CULTURE,**

POLICE DEPARTMENT

- New Police Facility
- Police Department administered webpage
- Examine the need for a Public Information Officer – Social Media
- Activate Police Facility Community Program Committee

PLANNING DEPARTMENT

- Complete Economic Development Plan
- Complete first year initiatives (branding, gateway beautification, downtown beautification/curb appeal, informational and wayfinding signage)

PUBLIC WORKS

- Parks Master Plan update
- Complete Clark Park Ph 4 and Creamery Creek Park
- Complete Molalla Forest Road Bike and Ped Path
- Establish Bohlander Field Vision
- Recruit and implement a Parks Community Program Committee

ADMINISTRATION

- DUII's prosecution in Molalla Municipal Court – RFP for Municipal Court Judge
- Provide Spanish interpretation of the various program documents
- Diversity, Equity, Inclusion Program – “Molalla style” – Resource, Opportunity, Education
- Revisit post wildfire emergency response program
- Examine the need for a Public Information Officer



GOAL SETTING RETREAT JANUARY 2021

ACTION ITEM #4 RESOURCE HUB

POLICE DEPARTMENT

- New Police Facility
- Activate Police Facility Community Program Committee
- Police Department administered webpage
- Examine the need for a Public Information Officer – Social Media
- Pursue viable Traffic Unit grants

PLANNING DEPARTMENT

- Complete Economic Development Plan
- Recruit, develop and implement Action Plans
- Develop Planning Handbook

LIBRARY

- Library Resources available to everyone

FINANCE

- Work with FEMA for wildfire reimbursement
- Investigate Federal Grant to support Small Businesses
- Develop Human Resources department

ADMINISTRATION

- Marketing/Social Media person
- Support needs Internal and External
- Inventory and promote available services, resources and opportunities in Molalla
- Examine the need for a Public Information Officer – Website, keep it current



GOAL SETTING RETREAT JANUARY 2021

FOCUS AREA #5

**BEAUTY,
TRANQUILITY,
NATURAL AREAS**

POLICE DEPARTMENT

- New Police Facility
- Activate Police Facility Community Program Committee

PLANNING DEPARTMENT

- Complete first year initiatives (branding, gateway beautification, downtown beautification/curb appeal, informational and wayfinding signage)

PUBLIC WORKS

- Parks Master Plan update
- Complete Clark Park Ph 4 and Creamery Creek Park
- Complete Molalla Forest Road Bike and Ped Path
- Parks Utility Fee or Park Use Fee
- Establish Bohlander Field Vision
- Establish a Parks Community Program Committee
- Examine funding options for acquisition of the Railroad Right of Way

ADMINISTRATION

- Community partnership
- Community outreach
- Investigate Community Development Bonding



GOAL SETTING RETREAT JANUARY 2021

FOCUS AREA #3 ECONOMICALLY SOUND, MANAGED GROWTH, BUSINESS, EDUCATION

POLICE DEPARTMENT

- New Police Facility
- Recruit and Implement a Police Facility Community Program Committee
- Maintain Police Accreditation
- Examine sustainable 24-hour Police supervision
- Pursue viable Traffic Unit grants
- Develop a Drug Recognition Expert – Training is difficult
- Investigate the use of a drone
- Develop a Bike registration/education program

PLANNING DEPARTMENT

- Complete Economic Development Plan
- Develop Planning Handbook – for citizen use
- Investigate the use of a drone

PUBLIC WORKS

- Complete Water Master Plan
- Continue Transportation projects underway on OR 211 & OR 213
- Street Utility Fee
- Begin Stormwater Master Plan after Water Master Plan completed and SDC/rate updates in place
- Investigate the use of a drone
- Investigate community development charge or bond

FINANCE

- Continue receiving clean audits
- Continue receiving Budget Award
- Maintain sustainable staff levels

ADMINISTRATION

- DUII's prosecution in Molalla Municipal Court – RFP for Municipal Court Judge
- Reestablish student liaison – and create program

City of Molalla

City Council Meeting



Agenda Category:

Subject: Diversity, Equity and Inclusion – Clackamas County Racial Justice Report

Recommendation: Discussion

Date of Meeting to be Presented: February 10, 2021

Fiscal Impact: Potential Contribution request from Clackamas County

Background:

During your meeting on February 10th, Staff will be presenting information developed by Clackamas County through a partnership with the Coalition of Communities of Color regarding a Clackamas County Racial Justice Report. We have a meeting with Clackamas County scheduled late in the afternoon Friday, February 5, 2021 so this information is unable to be included with the agenda packet.

Part of this presentation will include a request from the County to participate through financial contributions. I do not know at this point how this contribution will be calculated.

Recommendation: Discussion

SUBMITTED BY: Dan Huff, City Manager
APPROVED BY: Dan Huff, City Manager