



AGENDA

**MOLALLA CITY COUNCIL MEETING
July 14, 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*

EXECUTIVE SESSION begins at 6:00pm: Not open to Public, according to ORS 192.660(2): h - to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
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.

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

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

- A. Meeting Minutes – June 23, 2021.....Pg. 3
- B. HB 2003 Planning Assistance Grant Application.....Pg. 5

7. PUBLIC HEARINGS

8. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2021-13: Certifying All Requirements to Receive State Shared Revenues (Seifried).....Pg. 7
- B. Resolution No. 2021-14: Declaring City’s Election to Receive State Revenue Sharing (Seifried).....Pg. 9
- C. Resolution No. 2021-19: Adopting Water Curtailment Measures and Restricting the Use of Water (Fisher).....Pg. 11

9. GENERAL BUSINESS

- A. Parks Community Program Committee (CPC) Discussion (Huff).....Pg. 14
- B. Community Engagement Tool (Corthell).....Pg. 16

10. REPORTS

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

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 Adult Community Center
315 Kennel Ave., Molalla, OR 97038
June 23, 2021

CALL TO ORDER

The Molalla City Council Meeting of June 23, 2021 was called to order by Mayor Scott Keyser at 7:03pm.

COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Leota Childress, Councilor Terry Shankle, Councilor Jody Newland, Councilor Crystal Robles, Councilor Steve Deller. Absent: Councilor Elizabeth Klein.

STAFF IN ATTENDANCE

Dan Huff, City Manager; Mac Corthell, Planning Director; Christie DeSantis, City Recorder.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

None.

PUBLIC COMMENT

Mike Simmons, Colton resident, sent an email to the City earlier in the week with his Public Comment. He addressed the Council with a recap of the content and invited questions. Council had none. (Mr. Simmons letter is available on the City's website, listed with the June 23, 2021 Council Meeting.)

APPROVAL OF THE AGENDA

Approved as presented.

CONSENT AGENDA

A motion was made by Councilor Shankle to approve the Consent Agenda, seconded by Councilor Robles. Vote passed 5-0 with Mayor Keyser, Council President Childress, Councilor Shankle, Councilor Newland, and Councilor Robles voting Aye. Councilor Deller abstained from voting due to a conflict of interest on the Clark Park Consent Award.

PUBLIC HEARINGS

Ordinance No. 2021-09: Amending Molalla Municipal Code Section 17-2.2.040.D to Comply with HB 2001

Planning Director Corthell presented Ordinance No. 2021-09 to Council and read staff's Facts & Findings into record. Councilor's had a few questions about compliance.

Mayor Keyser opened the Public Hearing for Ordinance No. 2021-09 at 7:34pm. No audience members wished to speak and the Public Hearing was closed at 7:35pm.

ORDINANCES AND RESOLUTIONS

Ordinance No. 2021-09: Amending Molalla Municipal Code Section 17-2.2.040.D to Comply with HB 2001

Councilor Deller made a motion to hold the First Reading of Ordinance No. 2021-09, Draft B, by title only, Councilor Robles seconded. Vote passed 6-0, with all Councilors voting Aye.

Council President Childress made a motion to hold the Second Reading and adoption of Ordinance No. 2021-09, seconded by Councilor Shankle. Vote passed 6-0, with all Councilors voting Aye.

Ordinance No. 2021-07: Annexation and Zone Change of 52E17A 102 & 290, 52E17 2480, Approximately 16.30 Acres on the NW corner of S. Molalla Ave and Molalla Forest Rd.

The First Reading of Ordinance No. 2021-07 was held on June 9, 2021. Planning Director Corthell had no changes or updates to share.

A motion was made by Council President Childress to hold the Second Reading and emergency adoption of Ordinance No. 2021-07, seconded by Councilor Shankle. Vote passed 5-1, with Mayor Keyser, Council President Childress, Councilor Shankle, Councilor Robles, and Councilor Deller voting Aye. Voting Nay: Councilor Newland.

GENERAL BUSINESS

Economic Development Road Map

Mr. Corthell reminded Council of the Economic Development Road Map presentation that Mary Bosch, with Marketek, Inc. gave on June 9, 2021. Mr. Corthell stated that if no changes or amendments were required by Council, staff recommendation would be to approve the document.

Council President Childress made a motion to approve the Economic Development Road Map, seconded by Councilor Newland. Vote passed 6-0, with all Councilors voting Aye.

Councilors thanked Mr. Corthell and Ms. Bosch for their hard work and dedication to this project and the Molalla Area Visioning Plan.

STAFF, MAYOR AND COUNCIL REPORTS

- Mr. Corthell presented his Planning Director report to Council, and asked that they review the ‘Bang thle Table’ website that he shared. The City is considering using their website services to provide more information to the public.
- Ms. DeSantis shared that Judge Heil is doing a great job as judge, and that when she is absent, Ms. Kyndre Lundquist will preside for Court.
- Mr. Huff made a statement to Council that policies and procedures are in place for Elected Officials and City Staff. He reminded Council to review the City of Molalla Employee Handbook, that was provided to them earlier in the year.
- Councilor Deller had no report.
- Councilor Robles had no report.
- Councilor Newland shared with the public that if they have a view of the City from 20 years ago, that we are a different City today. She encouraged people to plug in and get involved with helping Molalla move forward.
- Councilor Shankle reminded people that the 4th of July Parade is being held this year, and to get registered via the Chamber website.
- Council President Childress announced that Celebrate Molalla will be held on Saturday, September 18th, and that applications for vendors are now being accepted.
- Mayor Keyser announced that he will be participating in the Dunk Tank at Celebrate Molalla and encouraged people to attend. He also reminded people of the wildfire event in September, and requested that folks be safe over the 4th of July holiday.

[For the complete video account of the City Council Meeting, please go to YouTube “Molalla City Council Meetings – June 23, 2021”](#)

ADJOURN

Mayor Keyser adjourned the meeting at 8:11pm.

Scott Keyser, Mayor

Date

ATTEST:

Christie DeSantis, City Recorder

City of Molalla

City Council Meeting



Agenda Category: Consent Agenda

Subject: Council Letter of Support for DLCD Planning Grant

Recommendation: Endorse

Date of Meeting to be Presented: July 14, 2021

Fiscal Impact: \$55,000 grant applied for, \$5,000 match (already budgeted in FY 21-22)

Background:

This is a letter of support for staff to submit with an application for DLCD Planning Assistance Grant funds. This grant will provide just over 90% of the funding needed to complete the required work for compliance with HB 2003, and will lay some of the foundational pieces for analyzing the UGB for potential expansion. As you know, Molalla's UGB is drastically out of date and in need of analysis and likely expansion.

Recommended Motion:

I move the Molalla City Council endorse the letter of support for DLCD Planning Assistance Grant funds.

Exhibits:

1 – Letter of Support to DLCD from Molalla City Council

SUBMITTED BY: Mac Corthell, Planning Director
APPROVED BY: Dan Huff, City Manager



City of Molalla – City Council
117 N Molalla Avenue, PO Box 248, Molalla, Oregon 97038
Phone: (503) 829-7711 Fax: (503) 829-3676

July 14, 2021

Gordon Howard
Community Services Division Manager
State of Oregon – DLCD
635 Capitol St NE #150
Salem, OR 97301
DLCD.GFGrant@state.or.us

Re: Letter of Support for the City of Molalla’s HB 2003 Planning Assistance Grant Application

Dear Gordon Howard,

The Molalla City Council supports the City’s application for an HB 2003 Planning Assistance grant. City Staff has worked diligently to identify informational and regulatory gaps resulting from the combination of these two bills being signed into law, and the population of Molalla growing to over 10,000 residents.

The Housing Needs Analysis, Buildable Lands Inventory, and Housing Production Strategy development proposed in this grant application will not only bring the City of Molalla into compliance with state law by updating the mentioned studies but will also provide a precursor to addressing a significantly outdated and under supplied Urban Growth Boundary.

To illustrate support for this activity, the City Budget Committee and City Council specifically budgeted for this grant funding with match funds included. We respectfully request that DLCD award the grant funds requested for this project.

On Behalf of the Molalla City Council,

Scott Keyser
Mayor, City of Molalla

City of Molalla

City Council Meeting



Agenda Category: Ordinances and Resolutions

Subject: Resolution 2021-13 Certifying Requirements to Receive State Shared Revenues

Recommendation: Adopt Resolution 2021-13

Date of Meeting to be Presented: July 14, 2021

Fiscal Impact: \$310,000

Background:

1. According to the most recent federal decennial census, Cities located within a county having more than 100,000 inhabitants disburse such funds only if the city provides four or more of the following services:
 - a. Police Protection
 - b. Street Construction, maintenance, and lighting
 - c. Sanitary Sewer
 - d. Storm Sewer
 - e. Planning, zoning, and subdivision control
 - f. One or more utility services

2. The City Certifies that it provides 5 or more of the above services.

Recommended Motion: ADOPT RESOLUTION 2021-13

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



RESOLUTION NUMBER 2021-13

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON,
CERTIFYING ALL REQUIREMENTS TO RECEIVE STATE SHARED
REVENUES HAVE BEEN MET.**

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820, and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- 1) Police protection
- 2) Street construction, maintenance, and lighting
- 3) Sanitary sewer
- 4) Storm sewer
- 5) Planning, zoning, and subdivision control
- 6) One or more utility services;

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760, now, therefore,

NOW hereby be it resolved that the City of Molalla certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- 1) Police protection
- 2) Street construction, maintenance, and lighting
- 3) Sanitary sewer
- 4) Storm sewer
- 5) Planning, zoning, and subdivision control
- 6) One or more utility services

Approved by the City of Molalla this 14th day of July 2021.

Mayor, Scott Keyser

ATTEST:

Christie DeSantis, City Recorder

City of Molalla

City Council Meeting



Agenda Category: Ordinances and Resolutions

Subject: Resolution 2021-14 Declaring the City's election to receive State Revenue Sharing.

Recommendation: Adopt Resolution 2021-14

Date of Meeting to be Presented: July 14, 2021

Fiscal Impact: \$110,000

Background:

1. The State of Oregon established a State Revenue Sharing Program through the enactment of Senate Bill 11 by the 1977 Oregon Legislative Assembly.
2. The Legislature of the State of Oregon has provided for the apportionment of certain revenues to the cities of the State of Oregon.
3. Pursuant to ORS 221.770 the City must elect to receive the State Revenue Sharing Program and must notify the State of Oregon, Department of Administrative Services of said election.
4. In order for the City to participate in the sharing of certain State Revenues, we must express an election to receive such funds, which election must be made prior to July 31 of the fiscal year.
5. The City certifies that it published notice and held a public hearing before the Budget Committee on May 28, 2020 giving citizen's opportunity to comment on use of State Revenue Sharing.
6. The City published notice and held a public hearing before the City Council on June 9, 2021 giving citizen's the opportunity to comment on use of State Revenue Sharing.
7. The City does hereby elect to receive its proportionate share of the revenues to be apportioned to the cities by the State of Oregon for fiscal year 2020-21.

Recommended Motion: Adopt Resolution 2021-14

SUBMITTED BY: Chaunee Seifried, Finance Director

APPROVED BY: Dan Huff, City Manager



RESOLUTION NUMBER 2021-14

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON,
DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE
SHARING.**

WHEREAS, the Legislature of the State of Oregon has provided for the apportionment of certain revenues to the cities of the State of Oregon; and

WHEREAS, such legislation provides that a city, in order to participate in the sharing of those certain revenues, must express an election to receive such funds, which election must be made prior to July 31 of the fiscal year; and

WHEREAS, Pursuant to ORS 221.770 the City must elect to receive the State Revenue Sharing Program; and

WHEREAS, the City of Molalla desires to receive portion of such funds; and

WHEREAS, the City certifies that it published notice and held a public hearing before the Budget Committee on April 22, 2021 giving citizen's opportunity to comment on use of State Revenue Sharing; and

WHEREAS, the City published notice and held a public hearing before the City Council on June 9, 2021 giving citizen's the opportunity to comment on use of State Revenue Sharing.

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

Pursuant to ORS 221.770 does hereby elect to receive its proportionate share of the revenues to be apportioned to the cities by the State of Oregon for the Fiscal Year 2021-2022.

Section 1. This Resolution shall become effective immediately upon passage by Molalla City Council.

Adopted this 14th day of July 2021.

Mayor, Scott Keyser

ATTEST:

Christie DeSantis, City Recorder

City of Molalla

City Council Meeting



Agenda Category: New Business

Subject: Water Curtailment Resolution

Recommendation: Adoption of Resolution No. 2021-19

Date of Meeting to be Presented: July 14, 2021

Fiscal Impact: None

Background:

The State of Oregon is in its fourth consecutive year of drought. City staff has continued to monitor flows in the Molalla River and water use by customers. River flows are approximately half of the 66-year average and precipitation this last winter was less than 75% of normal. Based on high temperature and low rainfall forecasts, low river flows, and continued water use, staff recommends that the City Council activate the Water Curtailment Plan outlined in the 2021 Water Management, Conservation and Water System Master Plan. Staff also recommends that City Council authorize the City Manager to adjust the Alert Levels in the plan so that staff can respond quickly to changes in conditions. Attached is a copy of the Water Curtailment Plan adopted by City Council.

Recommendation: Adopt Resolution No. 2021-19

SUBMITTED BY: Gerald Fisher, Public Works Director
APPROVED BY: Dan Huff, City Manager

**TABLE 12.6.1
SUMMARY OF RECOMMENDED WATER CURTAILMENT PLAN**

Alert Stage	Stage Activation	Action Measures
No. 1: Water Alert	1. PI (-2 to -3) and/or 2. SWSI (-1.5 to -2.5) and/or 3. Water use reaches 90% capacity for 3 days and/or 4. Staff assessment.	1. Water status sign will indicate Water Alert Stage No. 1. 2. Call for voluntary reduction in all water use or mandates for watering. 3. Prohibit outside watering only between 7 a.m. to 9 p.m. 4. Restrict outside watering for even addresses on even numbered days & odd addresses on odd numbered days. No outside watering on Sundays. 5. Prohibit water wasted down gutters or streets & wash down of paved surfaces, streets, & structures. 6. Water use for wash down of paved surfaces & structures only for health & safety purposes. 7. Public outreach promoting conservation. 8. Implement watering citations. 9. Cease sale of water for construction purposes. 10. Prohibit new hook-ups to the City's water system. 11. Prohibit water to be used by Fire Department for drills or truck washing.
No. 2: Water Warning	1. PI (-3 to -4) and/or 2. SWSI (-2.5 to -3.25) and/or 3. Water use reaches 90% capacity for 2 days and/or 4. Staff assessment.	1. Water status sign will indicate Water Warning Stage No. 2. 2. All Stage No. 1 prohibited activities are also forbidden under Stage No. 2. 3. Curtailment citations and penalties remain in-place. 4. Continue public outreach to community. 5. Watering of any lawn, landscaping bushes, shrubs & trees is prohibited. 6. Watering of any vegetables or fruits are restricted to watering by hand using either a hose with self-closing nozzle, a container (e.g. bucket), or a drip irrigation system. 7. Prohibit washing of any vehicle, except at a commercial fixed washing facility. 8. Prohibit water for the use of scenic / recreational fountains, ponds & lakes except required to support fish. 9. Prohibit use of water in any air conditioner or air-cooling mechanism, except at a commercial business. 10. Prohibit adding water to any swimming pool.
No. 3: Water Emergency	1. PI (-4 and lower) and/or 2. SWSI (-3.25 to -4.0) and/or 3. Water use reaches 95% capacity and/or 4. Staff assessment.	1. Water status sign will indicate Water Emergency Stage No. 3. 2. All previously prohibited activities are also forbidden under Stage No. 3. 3. Curtailment citations and penalties remain in-place. 4. Continue public outreach to community. 5. 70% of previous month water consumption. Billing for overage usage will notify users that residential customers are allotted 50 gallons/capita/day based on the number of persons living at each household and that a billing penalty and surcharges will be adjusted or removed if 70% of previous month usage results in allocation less than 50 gallons/capita/day. Aggrieved customer to provide proof of residency for persons claimed for higher allocation to receive refund or penalty adjustment. 6. Commercial & industrial users will be restricted to the 85% volume of water used in prior month or same month in prior year, whichever is greater. 7. Restaurants discontinue routinely offering water to customers unless specifically requested. 8. Implement a surcharge pricing structure for water use over the allotted use. Recommend double the consumption rate charge for all usage over water allocation amount and \$10 base penalty surcharge for residential customers and \$40 for commercial and industrial users.
No. 4: Critical Water Emergency	1. Water use reaches 100% intake or treatment capacity and/or 2. Total loss of intake or treatment capacity and/or 3. Staff assessment.	1. Water status sign will indicate Critical Water Emergency Stage No. 4. 2. City may discontinue water service through its normal distribution system. 3. If water remains in the City's finished water tanks, water may be provided in small quantities to residents in their containers either directly from a designated tank or location within the City. 4. If water is not available in the City's finished water tanks, the City would locate a source of potable water & have it delivered to the City. Small quantities of potable water would be provided to residents, at no cost, in their containers.



RESOLUTION NO. 2021-19

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON
ADOPTING WATER CURTAILMENT MEASURES AND RESTRICTING THE USE
OF WATER**

WHEREAS, the City of Molalla receives its drinking water from the Molalla River watershed and the State of Oregon is in its 4th consecutive year of drought conditions; and,

WHEREAS, Molalla Municipal Code 13.04.055 authorizes City Council to adopt a resolution to restrict the use of water and sets fines for violations; and,

WHEREAS, the City Council adopted a Water Management and Conservation and Water System Master Plan on May 26, 2021, which includes a water curtailment plan; and,

WHEREAS, current environmental conditions and water use meet the criteria for activating the water curtailment plan; and,

WHEREAS, the City Council wants to ensure that city's water supply can meet basic life and firefighting need for the duration of the drought conditions and adoption of this resolution is the best way to ensure those needs can continue to be met.

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

Section 1. The water curtailment plan within the current master plan is in effect at Alert Stage No. 1.

Section 2. The City Manager is authorized to adjust the Alert Stage as needed until conditions change and the water curtailment plan is no longer needed.

Section 3. This Resolution is and shall be effective upon adoption.

Signed this 14th day of July 2021.

Scott Keyser, Mayor

ATTEST:

Christie DeSantis, City Recorder

City of Molalla

City Council



Agenda Category: General Discussion

Subject: Park Community Program Committee (CPC)

Recommendation: General Discussion/Direction

Date of Meeting to be Presented: July 14, 2021

Fiscal Impact: N/A

Background:

We have discussed establishing a Park CPC with Council over the past few meetings. The City has a number of Park improvement projects pending and we also have purchased a 5.08 acre parcel off of Molalla Forest Road. We believe it is timely to discuss establishing a Park CPC, appoint a City Council Chair and examine how Council wishes to identify committee members.

We also need to discuss language in our current Municipal Code. Chapter 2.18 (attached) identifies a Park and Recreation Commission as the community advisory body to make recommendations to the City Council. If Council determines that a Park CPC should be established, then Staff recommends that Chapter 2.18 be repealed.

Staff requests specific direction from Council regarding how to proceed.

SUBMITTED BY: Dan Huff, City Manager

APPROVED BY: Dan Huff, City Manager

Molalla Municipal Code

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[Title 2 ADMINISTRATION AND PERSONNEL](#)

Chapter 2.18 PARKS AND RECREATION BOARD**2.18.010 Parks and Recreation Board established.**

A. The Parks and Recreation Board (Board) shall consist of seven members appointed as provided in the City Charter. All appointments to the Board may be terminated at the pleasure of the Mayor with the consent of the City Council. B. The first two persons appointed shall serve a term of one year; the third and fourth persons appointed shall serve two years; the fifth, sixth and seventh persons appointed shall serve three years and the persons appointed thereafter shall serve terms of three years.

C. The members of the Board shall elect from among their members a chair, a vice-chair, a secretary and a treasurer, such officers to serve for one year.

D. Five members of the Board shall be residents of the City of Molalla.

E. The Board shall meet as deemed necessary and shall establish rules or procedures necessary to conduct business consistent with state or city requirements.

F. Board meetings shall be publicly noticed and be in conformance with Oregon's open meetings requirements.

G. Summary minutes of Board proceedings shall be recorded and retained in conformance with Oregon's public records requirements. Minutes of proceedings shall be submitted to the City Council for information.

H. In January of each year the Board shall submit a report on its activities to the City Council. (Ord. 2012-03 §3; Ord. 2009-05 §1)

2.18.020 Mission.

The mission of the Parks and Recreation Board is to:

A. Keep current on parks and recreation issues and advise the City Council regarding Parks and Recreation priorities, policies, projects, services, fees operations and capital improvements.

B. Promote park use and recreational opportunities in Molalla.

C. Provide liaison and representation for the City of Molalla to private, nonprofit, county, regional and state parks and recreation organizations and sports groups.

D. Advise the Council on any matter requested by the Council. (Ord. 2009-05 §1)

2.18.030 City support.

The City will provide meeting space, web site, and related support in consultation with the Board with approval of the City Manager and/or City Council. The City of Molalla may also make grants to the Board or enter into agreements with other public agencies, associations, and individuals for services that will assist the Board. (Ord. 2009-05 §1)

2.18.040 Compensation of members.

Parks and Recreation Board members shall receive no compensation for their services. The Board shall have no authority to make any expenditure on behalf of the city, or obligate the city for payment of any sums of money, or to enter into contracts on behalf of the city. However, the Board may make recommendations to the City Council from time to time regarding expenditures and/or obligations. (Ord. 2009-05 §1)

2.18.050 Quorum.

A majority of the Parks and Recreation Board shall constitute a quorum. (Ord. 2009-05 §1)

City of Molalla

City Council Meeting



Agenda Category: Discussion Items

Subject: Bang the Table, Digital Community Engagement Platform

Recommendation: Direct Staff to Purchase

Date of Meeting to be Presented: July 14, 2021

Fiscal Impact: Depending on options: Initial Cost \$9.5k-\$30k, ongoing cost \$7.5k -\$20k

Background:

At the 6/23/21 Council Meeting staff shared a Community Engagement platform called “Bang the Table” as the preferred option to address and enhance the City Government’s ability to engage with the Community.

Recommended Motion:

I move the Molalla City Council Direct Staff to purchase the Bang the Table Community Engagement Platform.

Exhibits:

1 – Bang the Table Price Quote and Add-On Options

SUBMITTED BY: Mac Corthell, Planning Director
APPROVED BY: Dan Huff, City Manager

Build stronger, more trusting communities through meaningful engagement.

Prepared by
Dan Keane
Senior Account Executive
Bang the Table

Prepared for
City of Molalla

July 7, 2021

Pricing and Deliverables

City of Molalla

INITIAL COST

\$9,500 plus applicable taxes

Item (included in cost above)	Year 1 / Initial
<p>EngagementHQ License</p> <ul style="list-style-type: none"> • Unlimited project capacity • Branded homepage and choice of layouts, custom domain name, SSL • Access to all Information Sharing Tools, Feedback Tools, Participant Relationship Management, Analytics (including sentiment analysis), Comment Tagging, Summary and Detailed Reports • 2 site administrator and 10 project administrator accounts 	\$5,500
<p>Standard Onboarding</p> <ul style="list-style-type: none"> • 30 minute kickoff meeting • 2 x 90-minute online sessions • 60-minute training and quality-assurance review before launch 	\$2,500
<p>EngagementIQ Support - Essential</p> <ul style="list-style-type: none"> • Up to 10 hrs of advice from a dedicated Practice Lead • 60 min Refresher training • Guaranteed SLA's 24/5 chat (15 mins) and email (2 hrs) support • 24/7 Moderation 	\$1,500
<p>Add-Ons</p> <ul style="list-style-type: none"> • Optional add-ons described on next page 	NA

This document and the information in it are provided in confidence, for the sole purpose of exploring business opportunities between the disclosing party and the receiving party and may not be disclosed to any third party or used for any other purpose without the express written permission of the disclosing party. Pricing is valid for 60 days.

Optional Add-Ons Pricing and Deliverables

Further details are available in the [Prospectus](#)

Item	Year 1 / Initial Cost	Ongoing
Site Build Onboarding <ul style="list-style-type: none"> 30 mins kick off meeting 90 min site scoping session Site build up to 5 projects on receipt of approved content (includes site settings, homepage mapping and all tool setup), 2 x 90 mins online accelerators for platform training, regular progress check-ins, access to help desk resources, accessibility audit, pre-launch quality assurance and testing 	\$5,000 (replaces standard onboarding)	NA
EngagementIQ Support - Core <ul style="list-style-type: none"> Guaranteed SLA's 24/5 chat (15 mins) and email (2 hrs) support 24/7 Moderation Concierge services available at hourly rate 	\$0 (replaces Essential / Partner support)	\$0
EngagementIQ Support - Partner <ul style="list-style-type: none"> Up to 20 hrs of Advice from a dedicated Practice Lead Annual Site Review and benchmarking report Up To 2 x 60 min refresher training Priority SLA's for Chat (5 mins) Email (1 hr) + 24/7 Moderation 	\$5,000 (replaces Core / Essential support)	\$3,500
Custom Brand Integration Full brand integration including dynamic header and footer to match corporate or provided styles.	\$5,000	\$1,000
Project Finder Embed any or all of your engagement projects onto any website	\$2,500	\$1,000
Single-Sign-On (SSO) Create a simple and secure login process with SSO	\$2,300	\$1,800
Additional Administrators	\$250 - \$1500/each	\$250 - \$1500/each
Hubs (3-Tier Administration) - scoping required	\$5,000+	scoping required
Marketplace Partners - upon inquiry	Varies	Varies