



**CITY OF MOLALLA
CITY COUNCIL REGULAR MEETING
AGENDA**

Council Chambers | Molalla Civic Center - 315 Kennel Avenue - Molalla
Wednesday | February 28, 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.

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

3. CONSENT AGENDA

- A. City Council Meeting Minutes – February 14, 2024 **Pg. 2**

4. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

- A. Planning Commission Appointment – Darci Lightner **Pg. 6**
B. Park Master Plan Update/Chief Yelkus Park – Cameron McCarthy, Matt Koehler **Pg. 7**
C. Police Facility Project Update (Huff/Dodson) **Pg. 8**

5. 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.)

6. PUBLIC HEARINGS

7. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2024-01: Authorizing the Transfer of Appropriations between Funds (Chauran) **Pg. 15**
B. Resolution No. 2024-03: Closing the Capital Projects Fund and Transferring Balance to Appropriate Fund (Chauran) **Pg. 18**
C. Resolution No. 2024-04: Establishing a Police Station Capital Project Fund(Chauran) **Pg. 20**
D. Resolution No. 2024-05: Establishing a Wastewater Treatment Plant Project Upgrade Fund (Chauran) **Pg. 22**

8. GENERAL BUSINESS

- A. Police Facility Bond Update (Huff) **Pg. 24**

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.



City of Molalla
City Council - Regular Meeting
Minutes – February 14, 2024
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of February 14, 2024 was called to order by Mayor Scott Keyser at 7:00pm.

COUNCIL ATTENDANCE

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

STAFF IN ATTENDANCE

Dan Huff, City Manager; Christie Teets, City Recorder; Mac Corthell, Assistant City Manager; Cindy Chauran; Finance Director.

Guest: Kathy Wilson, Director of Assurance at SingerLewak Auditing Firm for the governmental sector.

APPROVAL OF AGENDA

Council President Newland made a motion to remove General Business Item E, Lease Authorization – Antfarm Youth Services, and place it on the February 28, 2024 regular meeting agenda; seconded by Councilor Robles. *Vote failed 2-5.*

AYES: Newland, Robles.

NAYS: Vermillion, Shankle, Childress, Botsford, Keyser.

ABSENTIONS: None.

CONSENT AGENDA

- A. Goal Setting Meeting Minutes – January 20, 2024
- B. City Council Meeting Minutes – January 24, 2024
- C. Personnel Policy Update – Paid Leave Oregon

ACTION:

Councilor Childress moved to approve the Consent Agenda; Councilor Vermillion seconded. *Motion passed 7-0.*

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

NAYS: None.

ABSENTIONS: None.

EXECUTIVE SESSION ANNOUNCEMENT

Mayor Keyser stated that prior to this evening's Regular Meeting, Council met in Executive Session, held pursuant to Oregon Public Record Law, ORS 192.660(2), letters A and E. Letter A: *to consider the employment of a public officer, employee, staff member, or individual agent*, with no decision made during the meeting. Letter E: *e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions*. Regarding letter E, the following motion was made:

ACTION:

Councilor Botsford moved to authorize the City Manager to submit a proposal to purchase the property owned by Union Pacific Railroad property within the City of Molalla; seconded by Councilor Vermillion. *Motion passed 7-0.*

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

NAYS: None.

ABSENTIONS: None.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

A. Finance Department – Audit Presentation by SingerLewak

Kathy Wilson, of SingerLewak, presented the audit report for fiscal year June 30, 2023. She expressed her gratitude toward Finance Director Chauran and staff for providing documents in a timely and effective manner. A significant deficiency was found in the accounts receivable/accounts payable section, due to the City budgeting on a cash opposed to accrual basis.

The auditors report opinion is unmodified, meaning this is a clean opinion, with no adjustments out of the ordinary. The City continues to have a good position for fund balances, and Ms. Wilson praised the City for running in a positive fund, opposed to negative. She shared that staff is working towards earning the Government Achievement Award of Excellence that is awarded by the Oregon Government Finance Officer's Association (OGFOA).

Councilor Botsford inquired about why the City works on a cash basis opposed to accrual basis, Ms. Wilson explained that is the City's determination. Finance Director Chauran stated that staff would be correcting that in the upcoming fiscal year, and transferring to accrual basis for FY 2024-2025. This will keep the City from experiencing further deficiencies in this area. Councilors expressed their gratitude towards staff, for being responsible stewards of the cities money.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

None.

ORDINANCES AND RESOLUTIONS

None.

GENERAL BUSINESS

A. City Council Calendar Adjustment – April 24, 2024

Mayor Keyser stated that during the Annual Goal Setting Conference, a scheduling conflict was brought to Council's attention. The League of Oregon Cities Spring Conference will be held in Klamath Falls April 25th through 27th. City Council has a meeting scheduled for April 24th, which creates a conflict for those of us attending the conference that need travel time.

ACTION:

Mayor Keyser moved to cancel the April 24, 2024 City Council Meeting; Councilor Childress seconded. *Motion passed 7-0.*

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

NAYS: None.

ABSENTIONS: None.

B. 2024 Council Goals – Adoption

The Molalla City Council Goal Setting Conference was held on Saturday, January 20, 2024. Council reviewed and discussed each Focus Area from the Molalla Area Vision and Action Plan.

ACTION:

Councilor Childress moved to adopt the 2024 City Council Goals; Councilor Vermillion seconded. *Motion passed 7-0.*

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

NAYS: None.

ABSENTIONS: None.

After the vote, City Manager Huff informed Councilmembers that staff is working to access additional funding to update the Vision and Action Plan 2020-2030 from the Ford Family Foundation. Mr. Huff has also contacted the previous consultant about assisting with the update.

C. Additional FTE Request

City Manager Huff presented a job description that would assist staff in the Community Development Department with economic development and increase community engagement. This is a new position that staff would like to add before the upcoming budget session.

ACTION:

Councilor Botsford moved to approve City staff's request for additional FTE; Councilor Vermillion seconded. Councilor Botsford expressed her concern with burnout for the Community Development staff. Council President Newland thanked staff for being thorough about adding additional FTE, and knowing that a position can be sustained.

AYES: Vermillion, Shankle, Childress, Newland, Robles, Botsford, Keyser. *Motion passed 7-0.*

NAYS: None.

ABSENTIONS: None.

D. Non-Profit Lease Criteria – 209 Kennel Avenue

City Manager Huff presented a Commercial Lease Agreement template to Council, per their request from a previous Council meeting. He shared that staff heard their concerns and hoped to have captured them in the lease agreement being presented.

ACTION:

Councilor Vermillion moved to approve the criteria for non-profit organizations to enter into a Commercial Lease in the 209 Kennel Avenue 'PAL Building'; Councilor Shankle seconded. Discussion followed.

Council President Newland shared concerns that the lease be modified from a five-year lease to a one-year lease. In addition, she would like for it to be advertised to community members. Councilor Botsford felt that it would be important to lease the building on at least a two-year basis, as nonprofits often may not be able to acquire funding within a one-year period. Councilor Shankle and Councilor Botsford disagree with advertising the building. As long as a nonprofit entity meets the requirement of the lease, they should be eligible to lease. Discussion about the criteria of section 4.1, Purpose, also took place.

Mayor Keyser asked about changes to language in the Lease Agreement. City Manager Huff and City Recorder Teets reminded Council that the lease presented is a template only. All other language can be filled out according to the needs of the leasee. Mayor Keyser called for the vote.

AYES: Vermillion, Shankle, Childress, Newland, Robles, Botsford, Keyser. *Motion passed 7-0.*

NAYS: None.

ABSENTIONS: None.

E. Lease Authorization – Antfarm Youth & Family Services

City Manager Huff presented the staff report with regard to Antfarm Youth leasing the building at 209 Kennel Avenue.

ACTION:

Councilor Vermillion moved to authorize the City Manager to enter into a Commercial Lease Agreement with Antfarm Youth & Family Services for the use of 209 Kennel Avenue; Councilor Childress seconded.

Councilor Robles questioned the items listed in Section 4, regarding emergency declarations that would create a need to allow the space to be used as a homeless shelter. Council President Newland stated that she would like Council to strike 'without permission of City Council', and for the language to state 'no overnight sleeping'. These items were agreed upon by Council via consensus. Assistant City Manager Corthell stated that he was aware of the language Council was trying to accomplish and that he would accommodate the changes to the document. Council President Newland suggested that the lease be changed to a two-year lease opposed to five-year lease. Via consensus, the lease will remain a five-year lease. Councilors Botsford and Shankle praised the employees with Antfarm for answering their questions and for their kindness. Councilor Vermillion feels that Antfarm will be able to provide valuable services to our community.

Council President Newland stated that her frustration with discussing a lease for Antfarm had to do with the process of how Council was going about the discussion, not with Antfarm and their services directly.

Councilor Vermillion restated his motion with amendments discussed, re-seconded by Councilor Childress.

AYES: Vermillion, Shankle, Childress, Botsford, Keyer. *Motion passed 5-2.*

NAYS: Newland, Robles.

ABSENTIONS: None.

STAFF COMMUNICATION

- City Manager Huff thanked Council for approving the position for the new FTE position.
- Finance Director Chauran stated that Finance is running with a small crew currently, with Ginger out with a broken leg. Finance Director Chauran expressed her thanks towards her staff and appreciates how everyone has helped.
- City Recorder Teets announced Budget Committee openings. Applications are due to the City Recorder no later than March 21, 2024. She also announced a conflict with a scheduled Town Hall and the annual event with The Reptile Man.
- Assistant City Manager Corthell echoed that he is consistently impressed with the hard work from all staff. Mr. Corthell expressed his gratitude towards the Public Works Department Manager and staff currently, as they located a trunk line that runs down Main Street with deficiencies that could have been fairly catastrophic. Cured in place piping was used to take care of the issue. He appreciates the hard work from the crew, and their dedication to the City.

COUNCIL COMMUNICATION

- Councilor Botsford thanked everyone that attended the Annual Chamber Auction, and felt it was a great success. She also stated that planning has begun for the 4th of July Giant Street Parade.
- Councilor Vermillion announced the upcoming MRSD Board meeting dates. He also announced that Molalla Fire Department is looking for volunteers.
- Councilor Robles had nothing to report.
- Councilor Shankle announced the annual Spring Clean Up Day will take place on Friday and Saturday, April 19-20, 2024.
- Councilor Childress announced that MRSD Board was approved to move forward with a \$77 million dollar bond to replace the Middle School. The cost has gone down about \$20 million as materials have become more affordable. Councilor Childress thanked Antfarm for their continued work in the community of Molalla.
- Council President Newland wished everyone a Happy Valentine's Day. The Parks CPC is planning another Garage Sale for the month of July, with all donations going to the Parks Fund. The next Parks CPC meeting is on March 4, 2024 at 5:30pm at City Hall. She also announced a Budget 101 - Town Hall meeting on March 21, 2024 at 6:30pm at the Civic Center. Council President Newland made a statement to Council regarding diversity of opinions on Council, and decisions being made. She hopes that Council will be able to continue to move forward in a respectful manner.
- Mayor Keyser wished Oregon a Happy Birthday. He also extended his thoughts and prayers to the residents of Kansas City that were affected by the shooting during the Super Bowl Parade. Mayor Keyser also extended an apology to Council President Newland for letting his passion for the City getting in the way of respectful conversation. Council President Newland thanked Mayor Keyser.

[For the complete video account of the City Council Meeting, please go to YouTube "Molalla City Council Meetings – February 14, 2024"](#)

ADJOURN

Mayor Keyser adjourned the meeting at 8:29pm.

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: Resolutions

Agenda Date: February 28, 2024

From: Dan Zinder, Senior Planner
Approved by: Dan Huff, City Manager

SUBJECT: Appointment of Darci Lightner to vacant Planning Commission position (Satter).

FISCAL IMPACT: None.

RECOMMENDATION/RECOMMEND MOTION: Appoint Darci Lightner to vacant Planning Commission position (Satter).

BACKGROUND:

Molalla Planning Commission voted 6-0 to recommend appointment of Darci Lightner to City Council during its meeting on February 7, 2024. The City has since contacted Ms. Lightner and confirmed her continued interest in serving on the committee.



CITY OF MOLALLA

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

Staff Report

Agenda Category: Presentations

February 28, 2024

From: Mac Corthell, Assistant City Manager
Approved By: Dan Huff, City Manager

SUBJECT: Chief Yelkus Park Development Update Presentation

FISCAL IMPACT: N/A

RECOMMENDATION/RECOMMEND MOTION: N/A

BACKGROUND:

City staff and Landscape Architecture Firm, Cameron McCarthy, have worked extensively with the Community (Survey and Proposed Design submittals), and the Parks Community Program Committee to complete pre-design studies on the Chief Yelkus Park land, and develop an achievable Concept Design.

As the project transitions from Concept design to Civil design, procurement, contracting, and construction, Cameron McCarthy will cede the lead role to the City's Engineer of Record, Dyer Partnership, but will stay on the project as the Landscape Architecture consultant.

As part of this transition, Cameron McCarthy is providing a project status update for the City Council.



City of Molalla- New Police Facility

CITY COUNCIL REPORT

DATE: February 28, 2024

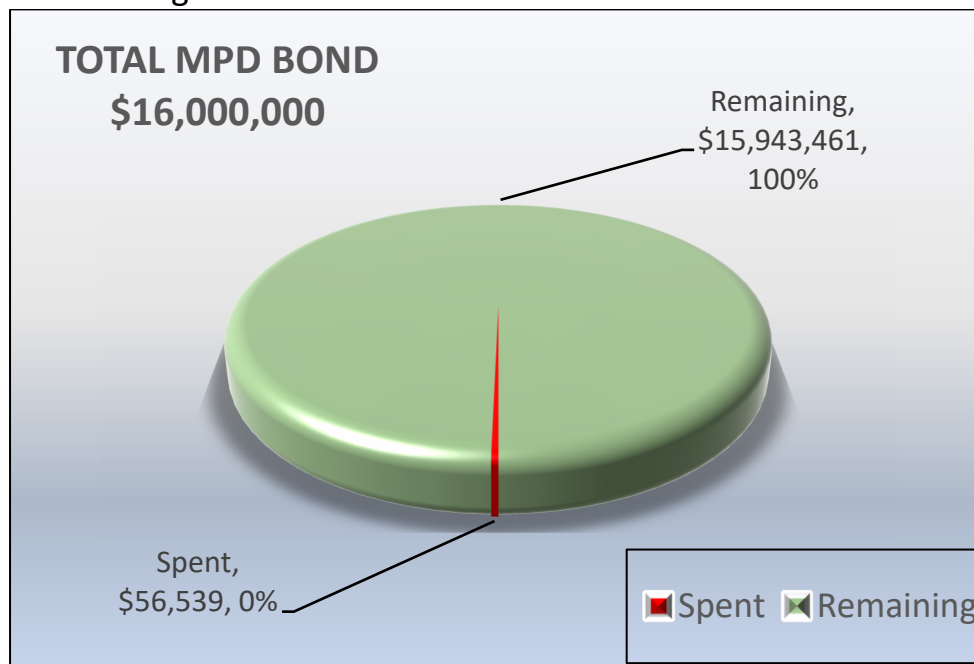
REPORT: City Council Update on New Police Facility

PREPARED BY: Joshua Dodson, Owner's Rep./Project Manager

- ❑ **1) Project Vitals:** 1.6 acre site, 17,832 SF single story new police facility located at old bowling alley property off 150 Grange Ave., project funded by \$16M bond plus other funding, Construction cost range is currently [\$16.8-17.6M], construction complete by Fall 2025, full project team has been established.

- ❑ **2) Project Team:** See attached org chart

- ❑ **3) Construction GMP Budget:** \$16.8M-\$17.6M GMP range
 - a) Pie Charts, overall budget, later GMP & contingency spend down tracking



❑ **4) Scope/Design Updates:**

a) Design Update from Mackenzie

“Since reengaging on the design following the election in late 2023 the Mackenzie design team has been diligently working advancing the building and site design with the goal of issuing an early design package for P&C to procure select long lead items (mechanical and electrical equipment) and begin weather sensitive construction activities during the summer months. The early work will include site grading, utilities, and building foundations. The team has been coordinating design related security requirements for the Police Department, site access and circulation, and other critical police operational needs.” David Linton, Architect from Mackenzie

❑ **5) Time:**

a) Milestones: Q2 '24 Early Procurement Package, Summer/Fall '24 Site grading, utilities and foundation work, Q4 '24 main building construction start, Q4 '25 project completion

❑ **6) Construction Updates:**

a) Construction Updates from P&C Construction

“Upon the bond approval/Notice to Proceed, P&C has worked along the side the design team providing costing and pricing support as the design continues to develop. P&C continues discussions with subcontractor partners on procurement timeframes to coordinate proper early work or material ordering. P&C is actively working on a detailed Master Construction Schedule outlining critical path work scheduled for start in late summer along with a procurement schedule for other long lead items ensuring all materials are available in time for their construction related activities.” Jason Bragg, P&C Construction

❑ **7) Interesting Things/Challenges:**

a) Bowling alley lane re-use as public space benches, wall finishes, possible gun rail and other options being explored

b) No concerning challenges or concerns with budget, scope and time at this period of the project

❑ 8) Pictures:



Figure 1- Site today, old bowling alley demolished and ready for new construction



Figure 2- new MPD facility rendering plan



Figure 3- Design meeting to review finishes, materials and color



Figure 4- Bowling alley demolition



Figure 5- Old bowling lane preservation in storage



Figure 6- Design meeting, one of many types of meetings

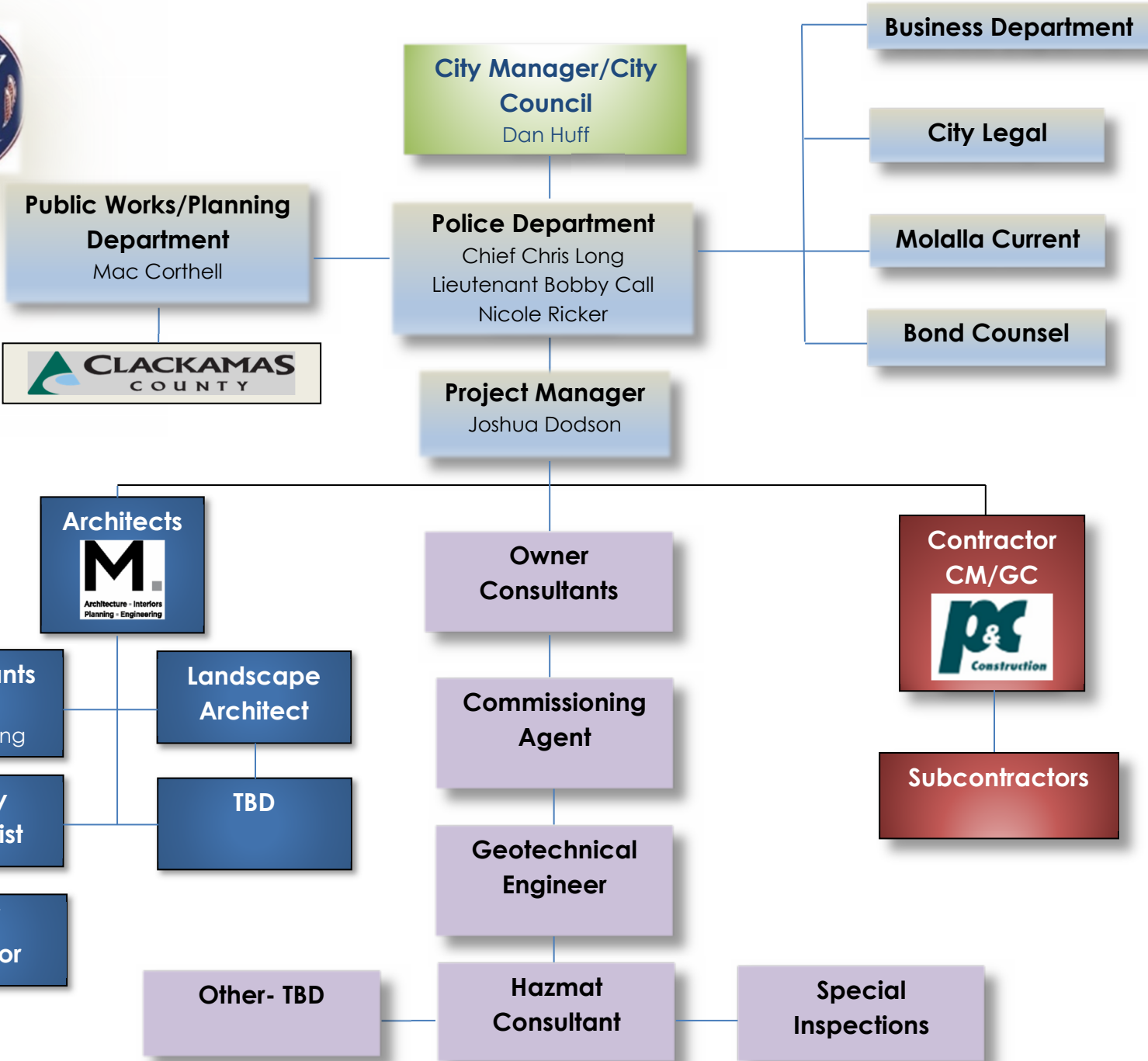
The Five Behaviors of a Cohesive Team

Patrick Lencioni



END OF REPORT

Molalla Police Facility Project- ORG CHART





CITY OF MOLALLA

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

Staff Report

Agenda Category: Ordinances & Resolutions

Agenda Date: February 28, 2024

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

SUBJECT: Authorizing the transfer of appropriations between funds

FISCAL IMPACT: None

RECOMMENDATION/RECOMMEND MOTION: Recommendation is to adopt resolution No. 2024-01

BACKGROUND:

Due to the numerous projects budgeted within the Capital Fund, authorizing a transfer resolution to appropriate the expenditures back to the originating funds will allow fewer outgoing transfers and a more simplified approach to expensing the numerous projects within the designated fund.



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
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Staff Report

Agenda Category: Ordinances & Resolutions

Agenda Date: February 28, 2024

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

SUBJECT: Closing the Capital Projects Fund and Transferring Balance to Appropriate Funds

FISCAL IMPACT: None

RECOMMENDATION/RECOMMEND MOTION: Recommendation is to adopt Resolution No. 2024-03

BACKGROUND: Due to the numerous projects budgeted within the Capital Fund, the process of tracking both project costs and revenue sources has become cumbersome. The Finance Director and Assistant City Manager agree that budgeting projects in the respective funds (Streets, Sewer, etc.) will allow for better management of the projects and the related funding sources. This is especially important when some of the revenue sources, such as SDC's and Fund Exchange, are restricted.

The transfer resolution authorizes spending appropriations; this resolution allows for the reallocation of the fund balances to the appropriate funds. A proportional share of accumulated interest will also be transferred.



RESOLUTION NO. 2024-03

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON
CLOSING THE CAPITAL PROJECTS FUND AND TRANSFERRING
BALANCE TO APPROPRIATE FUNDS**

WHEREAS, the City of Molalla has utilized a single capital project fund for multiple projects; and

WHEREAS, it has been deemed more practical and efficient to track separate projects in the related funds, or in special revenue funds when required; and

WHEREAS, the revenue of this fund has been transferred from other funds, including from Special Revenue Funds; and

WHEREAS, the Finance Director has determined the correct balances attributable to each fund.

Now, Therefore, the City of Molalla Resolves:

Section 1. The remaining balance of the Capital Projects fund, including the related portion of accumulated interest, shall be transferred back to the originating funds, after which the fund shall be closed.

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



CITY OF MOLALLA

117 N. Molalla Avenue
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Staff Report

Agenda Category: Ordinances & Resolutions

Agenda Date: February 28, 2024

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

SUBJECT: Establishing a Police Station Capital Project Fund

FISCAL IMPACT: None

RECOMMENDATION/RECOMMEND MOTION: Recommendation is to adopt resolution No. 2024-04

BACKGROUND:

Last fall, voters approved general obligation debt for funding the building of a new police station and related facilities. ORS 280.040 requires a separate fund for projects funded by general obligation bonds. This fund is being created in anticipation of the sale of the bonds next month and for tracking project costs.



RESOLUTION NO. 2024-04

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON
ESTABLISHING A POLICE STATION CAPITAL PROJECT FUND**

WHEREAS, the City Council of the City of Molalla, located in Clackamas County, Oregon adopted a resolution on June 28, 2023 authorizing submission to the voters of the City of a ballot measure authorizing the City to issue general obligation bonds to finance capital costs of a new police station and related facilities; and

WHEREAS, the election was duly and legally held on November 7, 2023 (the "2023 Bond Election") and the general obligation bonds were approved by a majority of the qualified voters of the City voting at the election; and

WHEREAS, The Molalla City Council adopted Resolution No. 2023-35 authorizing the sale of the general obligation bonds authorized by the 2023 Bond Election in an aggregate principal amount not to exceed \$16,000,000 to finance the costs of a new police station and related facilities; and

WHEREAS, ORS 280.040 requires Local Option tax revenue to be kept in a fund that is separate and distinct from other funds.

Now, Therefore, the City of Molalla Resolves:

Section 1. To establish a Police Station Capital Project Fund to expend bond proceeds.

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



CITY OF MOLALLA

117 N. Molalla Avenue
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Staff Report

Agenda Category: Ordinances & Resolutions

Agenda Date: February 28, 2024

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

SUBJECT: Establishing a Wastewater Treatment Plant Upgrade Project Fund

FISCAL IMPACT: None

RECOMMENDATION/RECOMMEND MOTION: Recommendation is to adopt resolution No. 2024-05

BACKGROUND:

Council has approved applications for financing the plant upgrade project. ORS 311.350 requires a separate fund for projects funded by certain loans and/or grants. This fund is being created in anticipation of such funding.



RESOLUTION NO. 2024-05

**A RESOLUTION OF THE CITY OF MOLALLA, OREGON
ESTABLISHING A WASTEWATER TREATMENT PLANT UPGRADE
PROJECT FUND**

WHEREAS, The Molalla City Council adopted Resolution No. 2023-30 authorizing the City Manager to file with the Department of Environmental Quality (DEQ) an application for a Clean Water State Revolving Fund (CWSRF) loan (the "Loan") to provide funds for the design and construction of the Wastewater Treatment Plant Upgrade project (the "Project"); and

WHEREAS, the City of Molalla expects to obtain financing from DEQ CWSRF and United States Department of Agriculture – Rural Development, through loans and/or grant funds for portions of the Project; and

WHEREAS, ORS 311.350 requires such loans and/or grants committed to a capital project to be kept in a separate fund;

Now, Therefore, the City of Molalla Resolves:

Section 1. To establish a Wastewater Treatment Plant Upgrade Project Fund.

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



CITY OF MOLALLA

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

Staff Report

Agenda Category: General Discussion

Agenda Date: February 28, 2024

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

SUBJECT: Police Bond Update

FISCAL IMPACT: \$16,000,000

RECOMMENDATION/RECOMMEND MOTION: No Motion

BACKGROUND:

This report is our first Police Bond financial update. Staff has diligently worked toward obtaining the \$16,000,000 voter approved bond total to bring the community a new Police Station. There has been much work involved in this process and I am thankful we have excellent financial advisors and bond counsel working in our corner.

This past Thursday morning, February 22, 2024, our bonds were sold in the market. We were able to watch that process on-line. Molalla is the first Public Agency to hit the bond market in 2024 and our advisors believe that was an advantage. Bottom line is that our bonds sold, and we will receive the \$16,000,000 to build the Police Station.

We will receive a final tally on Monday, February 26th and we will have more details to give you during the Council meeting on the 28th. Final Bond process will occur on March 7th, and we should receive our funding shortly after that time.