



City of Molalla
City Council - Regular Meeting
Minutes – August 27, 2025
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of August 27, 2025 was called to order by Mayor Scott Keyser at 7:15pm.

COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Eric Vermillion, Councilor Leota Childress, Councilor Terry Shankle, Councilor Doug Gilmer, and Councilor Martin Bartholomew.

STAFF IN ATTENDANCE

Dan Huff, City Manager; Mac Corthell, Assistant City Manager; Chris Long, Chief of Police; Christie Teets, City Recorder; Dan Zinder, Planning Manager; and Jessica Wirth, Community Development Technician

APPROVAL OF AGENDA

Approved as presented.

CONSENT AGENDA

- A. City Council Meeting Minutes - August 13, 2025

ACTION:

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

AYES: Gilmer, Shankle, Childress, Vermillion, Bartholomew, Keyser

NAYS: None.

ABSTENTIONS: None.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

A. Police Facility Update

Project Manager Joshua Dodson reported the Molalla Police Station construction project continues to progress on schedule for completion by year-end. Through July 2025, the City has spent \$12 million with \$9.9 million remaining approximately 45%. The general contractor PNC Construction has spent 67 % with \$5.5 million remaining in contract. While Mr. Dodson went into details and savings of GMP Contingency; he shared the project was tracking well financially and noted potential unused contingency funds that would return to the City. Mr. Dodson quoted an update from Jason Bragg, Project Manager, with P&C Construction regarding progress with interior work and exterior improvements included completed glass installation, ongoing landscaping with donated boulders and basalt columns, and more than half of the asphalt paving completed. Minor challenges included electrical gear delivery delays, lighting control components, and utility line conflicts all of which were successfully resolved without impacting the construction schedule. *(For full conversation please refer to YouTube video minutes: 01:17:16 - 01:40:14)*

B. Oregon Mayor Association (OMA) Leadership Award (Medium Cities)

City Manager Huff reported on his attendance at the Oregon Mayor's Association (OMA) conference in Baker City, where he participated in a session on improving relationships between City Managers and Mayors. During the conference, Mayor Scott Keyser was surprised with the Leadership Award for Mayors in medium-sized cities. Mr. Huff noted that this recognition continues to raise the profile of the City and expressed appreciation for Mayor Keyser's hard work.

Mayor Keyser graciously credited the Council, City staff, and community members for the achievement, noting the honor appeared to be the first for the City for medium-sized cities, voiced pride in the award for the City, and thanked his wife, voters, and the public for their support.

PUBLIC COMMENT

Jody Newland, Molalla, OR: Formally submitted her resignation from the Parks Committee, effective August 31, 2025. She expressed gratitude for the opportunity to serve and highlighted her commitment to providing fun parks and green spaces for the community and acknowledged while volunteering can be challenging and thankless work, she takes pride in her town.

PUBLIC HEARINGS

- A. Ordinance No. 2025-08: Modifying the Development Code by Allowing Fueling Stations in the Central Commercial (C-1) Zoning District, Subject to Special Use Standards

Mayor Keyser confirmed no conflict of interest by Council, Public Hearing for Ordinance 2025-08, was opened at 7:49pm.

Planning Manager Zinder, presented staff report to allow fueling stations in the C1 Central Commercial zone, responding to public comment received during the Economic Opportunities Analysis hearings in February 2025. The proposed ordinance would split the automotive category, keeping repair services restricted while allowing fueling stations in C1 subject to special use standards. The standards include required screening with a 5-foot landscape buffer to maintain walkability, proximity restrictions preventing stations on parcels where 50% or more of property lines border residential uses, exclusion from the Special Transportation Area (TSP) between Hart Ave and Grange Ave (based on ODOT feedback), and access/circulation requirements ensuring service trucks operate entirely on-site. Mayor Keyser recommended sight-obscuring fencing to protect surrounding privacy to a site. The ordinance aimed to increase downtown business variety while preserving pedestrian-friendly character, with staff recommending council adoption.

(For full discussion, questions, and amendment recommendations please refer to YouTube video recording minutes: 01:48:49-02:06:52)

PUBLIC COMMENT

Wendie Kellington, Kellington Law Group: Expressed support for proposed fueling station ordinance, praising constructive working relationship with City staff throughout the process. Mrs. Kellington specifically noted Mr. Singh owner of Center Market has been involved from early process and commended the City Council on having an excellent staff group.

Assistant City Manager Corthell, provided clarification regarding Public Comment received from Neil Dorman with ODOT, explaining the comment was received early in the process related to the ordinance and noted the City took measures to address ODOT's concerns by incorporating Special Use Standards into the updated ordinance and resubmitted the revised document for comment. Since no additional comment has been received from ODOT following the resubmission, Mr. Corthell indicated silence constitutes possible acceptance to the updated ordinance with the incorporated standards.

Mayor Keyser closed Public Hearing for Ordinance 2025-08 at 08:10pm.

B. Workplan for Housing Production Strategies (HPS) Document – House Bill (HB) 2003

Mayor Keyser confirmed no conflict of interest expressed by Council and moved Public Hearing for Workplan for HPS open at 8:10pm.

Assistant City Manager Corthell reported House Bill 2003 required cities over 10,000 population adopt a Housing Production Strategy (HPS) sharing the Workplan represents the City's third attempt after Oregon Department of Land Conservation and Development (DLCD) remanded the second submission, despite using a DLCD-approved consultant and having a DLCD member participate on the Technical Advisory Committee throughout the process. Mr. Corthell articulated frustration that many of DLCD's comments appear unsupported by administrative rule/statute and are vague. To avoid additional taxpayer costs, staff intend to proceed with DLCD's offer to fund the work addressing four specific conditions outlined in the remand memo, rather than starting completely over. The City developed Workplan presents required revisions, if approved by Council, City will submit to DLCD for final approval to resolve the HPS requirements. While no Public Comments were received; Council President Vermillion thanked staff for their patience and endurance in the long battle.

Mayor Keyser closed Public Hearing for Workplan for Housing Production Strategies Document - HB2003 at 08:15pm.

ORDINANCES AND RESOLUTIONS

A. Ordinance No. 2025-08: Modifying the Development Code by Allowing Fueling Stations in the Central Commercial (C-1) Zoning District, Subject to Special Use Standards

Assistant City Manager Corthell provided a procedural clarification noting Council recommended a sight-obscuring fencing amendment to the ordinance, the ordinance would require second reading at a separate meeting.

ACTION:

Council President Vermillion moved to hold the First Reading of Ordinance 2025-08: Modifying the Development Code by Allowing Fueling Stations in the Central Commercial (C-1) Zoning District, Subject to Special Use Standards including the Sight-Obscuring Fencing Amendment; Councilor Gilmer seconded. Motion passed 6-0.

AYES: Gilmer, Shankle, Childress, Vermillion, Bartholomew, Keyser.

NAYS: None.

ABSTENTIONS: None.

GENERAL BUSINESS:

A. Housing Production Strategy Workplan

Assistant City Manager Corthell added the Workplan was attached to the evenings Public Hearing documents as Exhibit A.

ACTION:

Councilor Childress moved to approve the Housing Production Strategy Workplan dated August 20, 2025; Council President Vermillion seconded. Motion passed 6-0.

AYES: Gilmer, Shankle, Childress, Vermillion, Bartholomew, Keyser.

NAYS: None.

ABSTENTIONS: None.

B. Discussion – Park Community Program Committee (CPC)

City Manager Huff presented a discussion to suspend the Parks CPC, explaining the item was placed on the agenda per the Mayor's request from a previous July meeting. He noted the CPC's originated from the City's Vision and Action Plan as task-specific committees that would dissolve upon completion of their objectives, citing examples of the Economic Development and Police Building Committees that successfully followed the model. Mr. Huff recognized Park CPC's effective fundraising efforts, which have provided gap funding for projects like the Clark Park Pavilion, but emphasized the City's current policy is to hold off on new park projects until sustainable revenue is identified. City Manager Huff clarified discussion was not a criticism of the committee's success.

City Manager Huff clarified the City cannot provide advice on establishing nonprofit status, noting the CPC has discussed pursuing 501(c)(3) status which would allow them to operate independently. Recorder Teets shared the City can accept direct park donations through an established fund and provide receipts but cannot serve as a financial clearinghouse, however, the City would continue to accept direct donations through existing process. *(For full discussion please refer to YouTube video recording minutes: 02:18:55-02:54:45)*

PUBLIC COMMENT

Jody Newland, Molalla, OR: expressed concern over the potential dissolution of the Parks Committee without prior consultation. She proposed cost-saving options such as preparing minutes, meeting in public spaces, and creating their own promotional materials.

Kristy Hodgkinson and Nicole Jung, Molalla, OR: Parks CPC Chair Vice Chair expressed surprise at learning of the possible committee dissolution secondhand, questioned the staff reports estimate of monthly staff hours, and requested a detailed breakdown of cost. They argued that the dissolution would undo years of progress and community recognition further asked for the opportunity to rebuild CPC relationship with staff and continue serving the community.

Sara Lynn Pavey, Molalla, OR: praised the Parks CPC for fostering transparency and engagement but noted its current structure is unsustainable and nonprofit status not feasible. She urged the City to support volunteers in continuing their work through cleanups, sponsorships, and outreach, stressing that parks remain vital and community members remain committed.

ACTION:

Council President Vermillion made a motion to suspend Parks CPC until further notice. No second, therefore motion failed.

C. Appointment to City Council

City Recorder Teets provided instructions for scoring candidates using a scale where one (1) represented the lowest score and four (4) represented the highest score. Council members were directed to provide one overall score per candidate.

ACTION:

Mayor Keyser made a motion to appoint candidate KC Bisenius to Molalla City Council; Council President Vermillion seconded. Motion passed 6-0.

AYES: Gilmer, Shankle, Childress, Vermillion, Bartholomew, Keyser

NAYS: None.

ABSTENTIONS: None.

STAFF COMMUNICATION

- **Dan Zinder, Planning Manager:** Excitedly shared a new Associate Planner had been hired and the team was eager to have her onboard.
- **Jessica Wirth, Community Development Technician:** No Report.
- **Chris Long, Chief of Police:** Reported the Police Department has two officers currently in field training and expected to complete training by October. The department has a Records Specialist in background processing for hiring while still actively recruiting one additional police officer. Chief Long expressed excitement about the outstanding construction progress at the new Police Department and confirmed the hiring of former Officer Jennifer Scott, who retired from the Molalla Police Department and has returned to serve as the Department's Evidence Technician.
- **Christie Teets, City Recorder:** Reminded Council members that registration for the League of Oregon Cities Conference is open, with the conference scheduled for October at Portland Marriott downtown waterfront. Ms. Teets thanked Jessica Wirth for joining the evening's meeting, noting that she would be covering for Deputy City Recorder and City Recorder during their attendance at the OAMR conference in late September.
- **Mac Corthell, Assistant City Manager:** Reported that there are no major issues with ongoing City projects, which he noted as positive news. He indicated staff continues working through Urban Growth Boundary (UGB) matters and Housing Production Strategy until completion.

- **Dan Huff, City Manager:** Noted nothing further to add.

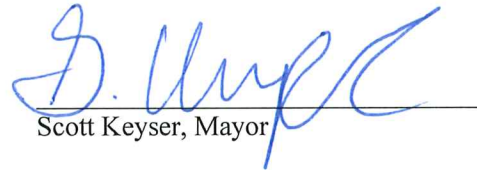
COUNCIL COMMUNICATION

- **Councilor Bartholomew** noted he continues to share Library events and highlighted possibility of looking for a Game Master for the Library's Dungeons and Dragons events.
- **Councilor Gilmer** had no report.
- **Councilor Shankle** had no report.
- **Councilor Childress** reported another successful Celebrate Molalla, marking the seventh actual event held over eight years and thanked numerous volunteers who assisted with setup and teardown, as well as the core organizing team consisting of Terry Shankle, Roxy Smith, Pamela Lucht, Christy Burns, and Victor Plottner. Plans for next year include exploring ways to move the event completely into shaded tree areas to provide relief from heat.
- **Council President Vermillion**, shared his experience helping with Celebrate Molalla setup and teardown, noting the hot weather conditions and acknowledging Mr. Corthell as a "rock star". He reminded the community that school starts the Tuesday after Labor Day and urged caution around children and buses. He congratulated Mr. Bisenius on appointment and concluded with praise for Mayor Keyser's leadership award from the OMA, describing it as a tremendous achievement for both the Mayor and the community.
- **Mayor Keyser**, reported on the successful C4 (Clackamas County Coordinating Committee) conference attended with Council President Hensley, where rural cities like Molalla finally gained recognition at the table alongside larger metro cities with greater tax resources. He also discussed the OMA conference in Baker City, where City Manager Huff participated in a presentation on Mayor-City Manager relationships. The Mayor expressed pride in the Police Department's handling of recent difficult calls thanking all responding agencies. He congratulated newly appointed KC Bisenius, expressing anticipation for working together.

[For the complete video account of the City Council Meeting, please go to YouTube
City of Molalla | Oregon – August 27, 2025](#)

ADJOURN

Mayor Keyser adjourned the meeting at 9:15 PM.


Scott Keyser, Mayor

PREPARED BY:


Crystal Robles, Deputy City Recorder

ATTEST:


Christie Teets, CMC - City Recorder

Attachments:

- ORD2025-08: Fueling Stations in the C-1 Central Commercial Zone Presentation
- Public Comment: Jody Newland
- Public Comment: Kristy Kodgkinson

From: [Jody Newland](#)
To: [Christie Teets](#)
Subject: Re: Parks Committee Resignation
Date: Wednesday, August 27, 2025 5:36:02 PM

Hi Mayor, City Council, and City Staff,

I just wanted to come in person to turn in my official resignation from our park committee.

I want to say thank you for allowing me to serve long enough to pass on the baton to the able leadership of Kristy, our chair, and Nicole, our co-chair.

I greatly value fun parks and green spaces for our community to gather and play in. I understand the challenge of working within a budget and I feel that the fundraising we have been a part of has honored the fact that Molalla community members have a budget as well. Not all members of our community can afford more taxes and fees, but many have supported our fundraising efforts as they were able, because they appreciated our willingness to do things the old-fashioned way: giving our time, effort, and energy to back something we feel passionate about. I hope this spirit of community in Molalla never goes away even as it grows.

Volunteering is hard work, and sometimes quite thankless. I know sometimes my hubby hasn't appreciated the level of pay it brings, but it makes me proud to say that I've been part of loving my town.

I officially resign as of the end of this month 8/31/2025.

Thank you,
Jody Newland

To say we as a group were surprised by the discussion of potentially closing our successful program is an understatement.

At our most recent meeting, members expressed their disappointment at learning secondhand about this possibility. As dedicated volunteers, we feel both hurt and disrespected. In the future, we urge that decisions of this magnitude be communicated directly to city volunteer groups before public discussion.

The staff report indicates that our group is using 18–24 hours of staff time each month. We respectfully disagree with this estimate. To improve clarity, we request a log of staff hours, including which projects they were applied to. This would allow us to identify tasks we can complete on our own, reducing our reliance on city staff.

We also note that some of the additional hours may stem from city requirements that were not in place when we began. For example, we are now required to have a city liaison at meetings to take minutes, despite our group being capable of handling this ourselves. Similarly, the liaison has voluntarily taken on tasks we could easily complete independently. Any questions we may have directed towards the city can be answered by our city council liaisons. Previously the city volunteered us the use of their advertising specialist. That since has been taken from us and we will be handling all advertising on our own in the future. Meeting at city hall, which requires staff time to open the building, is another example of unnecessary use of staff resources. These are areas where our group can reduce the city's burden. If we had been made aware of overuse of staff hours prior to this staff report, I am confident that our group would have found ways to handle things on our own.

The staff report provided tonight shows the amounts we were able to give to help fund city park projects. It does not highlight the groups growth.

- In 22/23 we raised \$2,886.50
- In 23/24 we raised \$5,390.57
- In 24/25 we raised \$11,500.18

Agenda Item 8B
Submitted By K. HodaKinson
Date 8-27-25

You can see our growth. To bring a sudden stop to this group would undo all the hard work we've done to make a name for ourselves in the community.

Regarding finances, we have discussed multiple times in our meetings and with the city manager about our need for a bank account to be able to accept card payments. We understand we are at a cross-road and establishing a non-profit would allow for continued growth. Dissolving the group at this stage would undo years of progress and momentum.

It has also been suggested that our CPC is no longer needed since no new parks are planned in the immediate future. However, our work has never been limited to new parks. Many of our projects focus on updating and maintaining existing facilities. For example, we are actively working toward:

- Updating Clark Park play equipment.
- Providing gap funding to bring Trugreen service back to our parks.
- Completing the toddler area at Fox Park.

In closing, while this process has strained our once strong relationship with city staff, we remain committed to serving the community. We sincerely hope the city will partner with us to rebuild trust, clarify expectations, and continue improving our parks together.