



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

Civic Center | 315 Kennel Avenue
Wednesday, October 8, 2025 | 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.

[This institution is an equal opportunity employer.](#)

1. CALL TO ORDER AND FLAG SALUTE

2. ROLL CALL

3. CONSENT AGENDA

(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 dialogue 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.)

A. [City Council Meeting Minutes - September 24, 2025](#)

4. PRESENTATIONS, PROCLAMATIONS, CEREMONIES

5. PUBLIC COMMENT

6. PUBLIC HEARINGS

7. ORDINANCES AND RESOLUTIONS

A. [Draft Ordinance Discussion - Chapter 10.72.020 Storage of Vehicles or Personal Property on Public Property](#)

8. GENERAL BUSINESS

A. [City Council Library Liaison Discussion](#)

B. [Beautification and Culture CPC - Funding Request](#)

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

Staff Report

Agenda Category: CONSENT AGENDA

Agenda Date: Wednesday, October 8, 2025

Submitted by: Christie Teets, City Recorder

Approved by: Dan Huff, City Manager

SUBJECT: City Council Meeting Minutes - September 24, 2025

ATTACHMENTS:

[09-24-2025 CC Meeting Minutes.pdf](#)



City of Molalla
City Council - Regular Meeting
Minutes – September 24, 2025
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of September 24, 2025 was called to order by Mayor Scott Keyser at 7:00 pm.

COUNCIL ATTENDANCE

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

STAFF IN ATTENDANCE

Dan Huff, City Manager and Mac Corthell, Assistant City Manager.

APPROVAL OF AGENDA

Approved as presented.

CONSENT AGENDA

- A. Work Session Meeting Minutes - September 10, 2025
- B. City Council Meeting Minutes - September 10, 2025

ACTION:

Council President Vermillion made a motion to approve the Consent Agenda as presented; Councilor Gilmer seconded. Motion passed 7-0.

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

NAYS: None.

ABSTENTIONS: None.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

None.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

None.

ORDINANCES AND RESOLUTIONS

A. Resolution No. 2025-22: Identifying a League of Oregon Cities Voting Delegate

Mayor Keyser shared at the upcoming League of Oregon Cities (LOC) Business Meeting participating member cities voting were required to formally appoint a voting delegate and an optional alternate delegate through resolution passed by their city's governing body, traditionally delegate positions are held by a Mayor and Council President.

ACTION:

Mayor Keyser made a motion to adopt Resolution 2025-22: Identifying a League of Oregon Cities Voting Delegate; Council President Vermillion seconded. Motion passed 7-0.

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

NAYS: None.

ABSTENTIONS: None.

GENERAL BUSINESS:

A. Council Liaison Appointment – Chamber of Commerce

Mayor Keyser shared a vacancy existed for the City Council Liaison position to the Molalla Chamber of Commerce following the resignation of Councilor Botsford. Newly appointed Councilor Bisenius expressed interest in serving in the liaison role.

ACTION:

Mayor Keyser made a motion to appoint Councilor Bisenius as the City Council Liaison to the Molalla Chamber of Commerce; Councilor Shankle seconded. Motion passed 7-0.

AYES: Gilmer, Shankle, Childress, Vermillion, Bartholomew, Bisenius, Keyser.
NAYS: None.
ABSTENTIONS: None.

B. Parks CPC Update and Discussion

City Manager Huff shared he, City Recorder Teets, along with Councilor Gilmer and Council President Vermillion, attended a Parks CPC meeting where two committee members were present. However, one member had resigned earlier that week, leaving only three remaining members, resulting in no quorum. Without a quorum, the meeting could not proceed. The two members then submitted their resignations. The day following the Parks CPC meeting the last member resigned. All committee members have now resigned. Mr. Huff also shared the former Parks CPC chair also resigned from the Planning Commission.

ACTION:

Council President Vermillion made a motion to suspend the Parks CPC indefinitely until it is needed again and directed staff to look into changing the language within the City Code Chapter 2.18 with regards to the CPC Committees and further establish a Council Representative as leader or chair of the group; Councilor Gilmer seconded. Motion passed 7-0.

AYES: Gilmer, Shankle, Childress, Vermillion, Bartholomew, Bisenius, Keyser.
NAYS: None.
ABSTENTIONS: None.

STAFF COMMUNICATION

- **Assistant City Manager Corthell:** Reported multiple projects are nearing completion especially as the paving season ends, with 2nd Street, a portion of 5th Street, and Lola Street all scheduled to be paved over the following days. Crack sealing began in the Big Meadow area, prioritizing roads in good condition to prevent future deterioration rather than roads requiring complete reconstruction or overlay. Construction of an enhanced pedestrian crossing with a beacon at Francis on N. Molalla to begin 6th of October. Chief Yelkus Park ribbon cutting ceremony to be scheduled and the Wastewater Treatment Plant continues to progress on time and on budget.
- **City Manager Huff:** Reported the Police Station Parking Lot was completed; street paving expected to finish soon, the fence will remain in place for an extended period to allow for landscaping and irrigation work. The building features a sidewalk with design elements reflecting the Molalla River corridor. The Strawberry Park drainage project began and is expected to be completed within two weeks, barring any unexpected issues during excavation. Council members were invited to schedule tours of the Police facility before the grand opening. Mr. Huff commended Mr. Corthell and his team for managing multiple simultaneous projects, and shared Councilor Bisenius, Council President Vermillion, and Mayor Keyser would be attending the League of Oregon Cities conference in Portland.

COUNCIL COMMUNICATION

- **Councilor Bisenius:** Shared various events he attended on a beautiful weekend: Apple Festival and the Fire Departments Open House and noted he attended a Chamber of Commerce meeting; looked forward to more involvement in the future.
- **Councilor Bartholomew:** Shared he had a meeting scheduled with Library leaders to see how he can assist.
- **Councilor Gilmer:** No Report.
- **Councilor Shankle:** Shared registration for Fall Swim Lessons are open at the Molalla Swimming Pool.
- **Councilor Childress:** No Report.
- **Council President Vermillion:** Announced Big Meadows Garage Sale and excitement for upcoming LOC Conference.
- **Mayor Keyser:** Shared a fundraisers at Molalla River Brewing and excitement for the upcoming LOC Conference.

[For the complete video account of the City Council Meeting, please go to YouTube
City of Molalla | Oregon – September 24, 2025](#)

ADJOURN

Mayor Keyser adjourned the meeting at 7:27 PM.

Scott Keyser, Mayor

PREPARED BY:

ATTEST:

Crystal Robles, Deputy City Recorder

Christie Teets, CMC - City Recorder



CITY OF MOLALLA

Staff Report

Agenda Category: ORDINANCES AND RESOLUTIONS

Agenda Date: Wednesday, October 8, 2025

Submitted by: Kyle Murphy, Code Compliance Specialist

Approved by: Dan Huff, City Manager

SUBJECT: Draft Ordinance Discussion - Chapter 10.72.020 Storage of Vehicles or Personal Property on Public Property

RECOMMENDATION/RECOMMENDED MOTION:

Provide feedback and discuss proposed Code language.

BACKGROUND:

At this year's annual Goal Setting, updating the RV Parking ordinance was adopted as a Council Goal. Work sessions have been held on the topic, and the attached code language was developed and updated based on those sessions.

1. Council's feedback, if any, on the proposed language attached hereto in Exhibit A; and
2. Answers to specific questions about how many times per week, month, or year residents may use the 72-hour exception and/or the extended stay permit; and
3. Discussion regarding public comment received after the last work session on this topic.

Staff received public comment from Jodi Newland and an unnamed associate at the Civic Center on approximately 9/25/25, the following is a summary and not verbatim:

We would like to ask the Council to consider an additional exception to the RV Parking Ordinance for parking on private property. That exception would be for a caregiver's quarters in the case where a resident does not have enough space to house a full time caregiver, but has a medical necessity for one.

ATTACHMENTS:

[10.72.020 Storage of vehicles or personal property on public property - Designated time limits.pdf](#)

Exhibit A

MMC Chapter 10.72.020. Storage of vehicles or personal property on public property — Designated time limits.

A. No person shall park, store, or permit to be parked or stored, an inoperable vehicle or other motor vehicle, ~~trailer, bus, camper, motor home, recreational vehicle, boat,~~ or other personal property on any public street, right-of-way or other public property in excess of 72 *consecutive* hours without express written permission of the City Manager or designee. This section shall not apply to vehicles or other property being stored or impounded by the City of Molalla or any other municipal entity.

B. No person shall park, store, or permit to be parked or stored, a recreational vehicle, motor home, camper, trailer, boat, or other similar property on any public street, right-of-way or other public property in excess of 24 consecutive hours without express written permission of the City Manager or designee.

~~B-1. Except that a~~ A recreational vehicle, motor home ~~or, camper, trailer, boat, or other similar property~~ may be parked *or stored* on public property ~~longer than the period allowed in subsection A of this section for up to but not exceeding 72 consecutive hours~~ if:

~~1-i.~~ It is owned by the resident or guest of the resident of the property in front of which it is parked; and

~~2-ii.~~ It is *legally* parked in the public street or right-of-way in front of or along-side the lot, *or adjacent lot*, of the resident; and

~~3-iii.~~ It is parked in a manner which does not interfere with traffic or create a hazard by obstructing the view of drivers; ~~and.~~

~~4. It is parked in such location no longer than 10 days in any calendar year.~~

2. The exception described in paragraph B(1) of this section is limited to one recreational vehicle, motor home, camper, trailer or boat per residence.

For discussion: Time limit that must pass between instances? i.e. "The exception described in paragraph B(1) of this section is limited to one recreational vehicle, motor home, camper, trailer or boat per residence... Per month? Per week?" What is stopping someone from having a new trailer outside of their house every 72 hours?

C. A recreational vehicle, motor home, camper, trailer, boat, or other similar property parked on any public street, right-of-way or other public property shall not have extensions, slide-outs, pop outs, or bump outs extended while parked on such public property.

D. No person shall park, store, or permit to be parked or stored, any slide in camper, truck bed camper, pickup camper, cabover camper or other personal property, on any public street, right-of-way or other public property for any amount of time, except as otherwise allowed in other sections of the Molalla Municipal Code.

~~C.~~E. A motor vehicle, trailer, bus, camper, motor home, recreational vehicle, boat, or other personal property is considered parked, stored, or permitted to be parked or stored if it remains in the same one-half mile radius without first exiting the one-half mile radius.

~~D.~~F. Any attempt to delay, alter, or circumvent the effectiveness of the tow process by re-positioning a vehicle on the roadway without permanently removing the vehicle may be a violation of ORS 162.235 (Obstructing governmental or judicial administration) which is a Class A misdemeanor.

MMC 15.08.010 Inhabitation and use of recreational vehicles on Private Property:

~~Except as provided in Title 10 or 18 of this code, no~~ No person shall inhabit or use for more than ~~10 consecutive days~~ 72 hours, on private property, any recreational vehicle, trailer, fifth wheel or other such mobile living unit, without having obtained a permit therefor. *For inhabitation and use of recreational vehicles on public property, refer to Molalla Municipal Code (MMC) 9.16.015 – Regulating and prohibiting public camping on public property.*

How many times per year?

15.08.020 Permits.

A. Any person desiring to inhabit or use a recreational vehicle, trailer, fifth wheel or other such mobile living unit for more than ~~seven consecutive days~~ 72 hours shall apply for a permit from the City Manager. The fee for such permit shall be set by the City Council by resolution. ~~Upon receipt of an application for such a permit, the City Manager or designee may issue a permit therefor, for a period not exceeding 30 days, if the unit contains satisfactory sanitary facilities and if the use or inhabitation of the unit will not create a menace to public health or a public nuisance.~~

1. It is a violation of this section for a recreational vehicle, camper, motor home, trailer, fifth wheel or other such mobile living unit to connect to the City Sewer or dump any waste into a City Sewer at any time and in any location.

2. The owner of the private property where any person is inhabiting or using a recreational vehicle, camper, motor home, trailer, fifth wheel or other such mobile living unit on private property shall allow a right of entry to City of Molalla Public Works or Code Compliance Staff for the purpose of inspecting the sanitary sewer and connections thereto.

3. Permits may be revoked at any time based on any violation of the Molalla Municipal Code, or any other applicable state or federal law or rule.

B. Upon receipt of an application for such a permit, the City Manager or designee may issue a permit therefor, for a period not exceeding 30 days, if the unit contains satisfactory sanitary facilities and if the use or inhabitation of the unit will not create a menace to public health or a public nuisance.

1. Permits may be initially issued for up to 6-months with one 6-month extension provided the permit is associated with an approved and active City of Molalla Building Permit.

2. Permits may be initially issued for up to 1 year to house a caregiver for medical necessity on the private property where their patient is housed.

i. The City may require a physician's note regarding the medical necessity of a caregiver at any time during the permit application process or while the permit is valid.

C. The duration of the permit described in paragraphs B(1) and B(2) of this subsection shall be within the sole discretion of the City Manager.

For discussion: B (1) and B (2) are in response to public comment.



CITY OF MOLALLA

Staff Report

Agenda Category: GENERAL BUSINESS

Agenda Date: Wednesday, October 8, 2025

Submitted by: Scott Keyser, Mayor

Approved by: Dan Huff, City Manager

SUBJECT: City Council Library Liaison Discussion



CITY OF MOLALLA

Staff Report

Agenda Category: GENERAL BUSINESS

Agenda Date: Wednesday, October 8, 2025

Submitted by: Dan Huff, City Manager

Approved by: Dan Huff, City Manager

SUBJECT: Beautification and Culture CPC - Funding Request

FISCAL IMPACT:

\$1,895.00 for three years, beginning this year.

RECOMMENDATION/RECOMMENDED MOTION:

Approve the request and approve the funding source.

I make a motion to approve monies from the Native American Art Walk fund to be used for the Downtown Tree Lighting project.

BACKGROUND:

The Beautification and Culture Committee is requesting that Council approve a request to use remaining Native American Art Walk funds for the Downtown Tree Lighting project, and include these costs in the 2026-2027 and 2027-2028 Budget. Previously, Council chose to help fund this highly popular project from the Council Special Project fund.

Staff has identified \$2,667.96 remaining within the Native American Art Walk Fund that could be transferred to this project. Approving this request now will allow the damaged tree strands to be replaced and allow for a process of removal and replacement each year if the project is included within the budget next year and the year after.