



City of Molalla
City Council - Regular Meeting
Minutes – December 13, 2023
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of December 13, 2023 was called to order by Mayor Scott Keyser at 7:01 PM.

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, Community Development Director; Chris Long, Police Chief, Bobby Call, Police Lieutenant.

APPROVAL OF AGENDA

Approved as presented.

CONSENT AGENDA

- A. Work Session Meeting Minutes – November 8, 2023
- B. City Council Meeting Minutes – November 8, 2023
- C. Special Session of City Council Meeting Minutes – November 15, 2023
- D. Joint Session of City Council & Planning Commission Meeting Minutes – November 15, 2023
- E. Planning Commission Appointment

ACTION:

Councilor Robles 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.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

- A. Protect Molalla PAC

City Manager Huff expressed his thanks to the Protect Molalla PAC for all of the effort they put into helping pass the Bond. Chief Long thanked Council and PAC members for their contributions and thanked the community. PAC Chair Elizabeth Klein explained that the project was a labor of love. She is looking forward to watching the community grow, knowing that our community is safe, and with the passing of the Bond, will continue to provide a safe community. Mayor Keyser thanked Ms. Klein for her leadership during the project. Ms. Klein acknowledged Protect Molalla PAC members Pamela Lucht, Roxie Smith, Rebecca Tweed, Kevin Looper, David Jackson, Bev Cook, and all Councilors, as instrumental in the process.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

None.

ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2023-32: Adopting a Specific Policy for System Development Charge Calculations in Connection with Commercial to Residential Conversions, as Required by House Bill 2984

Assistant City Manager Corthell introduced the staff report, explaining that the resolution does not change the way the City does business. In short, the House Bill states that all commercial properties can be redeveloped into low-income housing, and that a city may not charge SDC's.

Council President Newland requested that city staff track how often the State passes House Bill's that city's must follow.

ACTION:

Councilor Childress moved to approve Resolution No. 2023-32, by title only; Councilor Vermillion seconded. Motion passed 7-0.

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

NAYS: None.

ABSECTIONS: None.

B. Resolution No. 2023-33: Certifying the Results of the November 7, 2023 Special Election

City Recorder Teets provided the canvass of elections from the November Election, requesting approval from Councilors.

ACTION:

Councilor Vermillion moved to approve Resolution No. 2023-33, Certifying the Results of the November 7, 2023 Special Election; Councilor Botsford seconded. Motion passed 7-0.

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

NAYS: None.

ABSECTIONS: None.

C. Resolution No. 2023-35: Authorizing the Sale of General Obligation Bonds and Related Matters

City Manager Huff explained that the passing of the Bond did not automatically deposit funding into the City's bank account. This resolution will assist in the transaction taking place. Mr. Huff explained that in detail that the funds will cover from the date of approval of the Resolution to when the Bond funds become available. Mayor Keyser clarified that no past funding will be reimbursed.

ACTION:

Council President Newland moved to approve Resolution No. 2023-35, Authorizing the Sale of General Obligation Bonds and Related Matters; Councilor Robles seconded. Motion passed 7-0.

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

NAYS: None.

ABSECTIONS: None.

D. Resolution No. 2023-34: Calling for Repeal of Provisions Enacted Pursuant to Oregon Ballot Measure 110

Mayor Keyser presented the Resolution to Council members explaining that if passed he would like to send it to Clackamas County Commissioners, our State Representative and State Senator, to demonstrate that the City of Molalla is opposed to Measure 110 and would like a repeal. Councilor Botsford stated that the timing was good, as the next discussion in Legislature regarding Measure 110 will take place in February.

ACTION:

Council President Newland moved to approve Resolution No. 2023-34, Calling for Repeal of Provisions Enacted Pursuant to Oregon Ballot Measure 110; Councilor Vermillion seconded. Motion passed 7-0.

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

NAYS: None.

ABSECTIONS: None.

GENERAL BUSINESS

A. Police Department – Phase II

City Manager Huff shared that Phase I was the design and schematic plan for the Police Station. Phase II is preparing for construction. This phase has been on pause since August. Project Manager Joshua Dodson explained the next steps in the process. Mr. Dodson felt that the estimate provided is an accurate reflection of what needs to be next.

ACTION:

Council President Newland moved to approve the Phase II contract for the Police Station; Councilor Shankle seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

B. AntFarm – Continued Discussion

Mayor Keyser requested a follow-up conversation with Nunpa, Executive Director of Antfarm. Nunpa accepted the invitation and further explained the goal of Antfarm. Antfarm is a resource center that helps facilitate rental assistance, tutoring, has a passion for youth and elders, assists homeless individuals in locating shelters or housing, and more. Nunpa's group believes in the "might of one is the power of many". Antfarm partners with Our Father's Heart in Oregon City and LoveOne. Antfarm is seeking a letter of support from Council that will assist with funding from Clackamas County Health and Human Services. Councilors Newland, Robles, and Botsford would like to meet with Nunpa in a smaller group, to which Nunpa agreed. Mayor Keyser would like Council to agree to a letter of support soon after the New Year.

STAFF COMMUNICATION

- Police Chief Long announced that Canine Officer's Brenner and Benz have graduated from canine school. Chief Long shared that on the second day on the job, K9 Benz had a capture. Staff is working towards a meet and greet with Council, however have been dealing with conflicting schedules. An introduction in January or February is the goal.
- Police Lieutenant Call had nothing to report.
- Assistant City Manager Corthell will present a year-end report to Council in January.
- City Recorder Teets had nothing to report.
- City Manager Huff followed up on the topic of a Behavior Support Specialist. The City of Molalla is working with the City of Canby to share this employee. This individual is licensed and available to assist the Police Department during times of mental health crisis. Staff and Council believe that this will be highly beneficial to our City.

COUNCIL COMMUNICATION

- Councilor Botsford thanked the Police and Fire Departments for their assistance during the Tree Lighting Ceremony. Councilor Botsford also announced that she has been accepted as a voting member of League of Oregon Cities Transportation Division. There are five meetings per year, and she will report back to Council as information becomes available.
- Councilor Vermillion announced upcoming MRSD Board Meeting dates. He also shared that Molalla Fire Department collected over 16,000 pounds of food during the Operation Santa parades that were held in the month of December.
- Councilor Robles had nothing report.
- Councilor Shankle had nothing to report.
- Councilor Childress shared that over forty people attending the Caroling in the Park event. Councilor Childress is grateful to the individuals that voted in the recent Election, especially to the six that voted yes. The voter turnout for this Election was less than thirty percent, so she encouraged folks to participate in the next one.
- Council President Newland gave an update from the most recent Parks CPC meeting. The wetland delineation was the topic at the meeting, along with fundraising ideas. The next meeting will be held Monday, February 5th at City Hall.
- Mayor Keyser read a Letter of Commendation to Chief Long regarding the outstanding service from the Police Department. He appreciates the proactive approach from officers and commends the work our officers.

[For the complete video account of the City Council Meeting, please go to YouTube
"Molalla City Council Meetings – December 13, 2023"](#)

Molalla: Welcome to 2024

It is hard to believe that we are almost half- way to 2030 because it tends to present a Science Fiction backdrop to the days we are living in today. However, Molalla had a good 2023 overall and we expect to experience much of the same in 2024.

It takes time and much more than many of us realize to foster positive change in a community. Conversely, it doesn't take much time at all for destructive behavior to remove positive gains. Despite what may be happening in our Country, or our State things are moving forward here in Molalla.

Our role with the City of Molalla at a City Council and a Staff level is to advocate and promote Molalla. I believe we have done that in 2023 and a short list of those accomplishments is as follows:

Police Department

- Passed a General Obligation (GO) Bond to construct a new Police Station
- Implemented a Canine program.
- Hired two Police Officers

Wastewater Treatment Plant

- Received 5 million dollars toward the construction of the new plant.
- Secured funding for new plant construction.
- Developed and filled WWTP Manager position, added additional plant staff at WWTP/WTP.
- CIPP – Berkley, Swiegle, E Main (1/24) (Cured In Place Pipe)
- Completed replacement of sewer mains on Eckerd, Lola, 2nd.
- I&I repair sealed 33 manholes. (Infiltration & Inflow)
- Expanded Recycle Water Irrigation Fleet (1 new irrigation gun, 1 repaired, 1 new tractor)

Water Treatment Plant

- Intake Pump Rebuild will be in the works.
- SCADA Upgrade will be complete.
- Repaired 16 water leaks.

Street Improvements/Maintenance

- Round-a-Bout
- Shirley Street
- West Lane Street
- Meadow and Harvest
- Lola 2nd and Eckerd
- Crack sealed 3.82 lane miles of city streets.
- Bought a new backhoe replacing the '98 model.
- Bought a new Street Sweeper Replacing the '03.
- Hired a new position (Christina).

Storm Water

- Shops Decant Facility

City of Molalla, Oregon

General Obligation Bonds, Series 2024

Financing Team

Bond Issuer (borrower):	City of Molalla	CM
Bond Counsel:	Hawkins, Delafield & Wood	HDW
Paying Agent:	U.S. Bank	USB
Underwriter:	D.A. Davidson & Co.	DAD

December						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

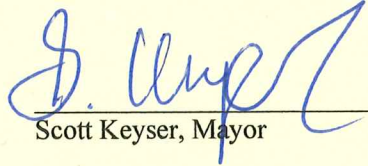
Holiday, Financial Markets Closed

Critical event

Done	Due Date	Event	Parties
	Fri, Dec. 8	Kick-off conference call with financing team	Financing Team
		Final Authorizing Resolution circulated for Council packet	HDW
	Weds, Dec 13	City Council approves Authorizing Resolution	CB
		File MDAC form 1 with Oregon State Treasury	DAD
	Thurs, Dec 21	Circulate 1 st draft of Preliminary Official Statements ("POS")	DAD
	Thurs, Jan 4	Comments due on 1 st draft POS	Financing Team
	Mon, Jan 8	Circulate 2 nd draft POS	DAD
		Application to Credit Rating Agency (Standard & Poor's) submitted	DAD
	Tues, Jan 16	Comments due on 2 nd draft of POS	Financing Team
	Fri, Jan 19	"Substantially Final" draft POS circulated	DAD
		Send clean copy of draft POS to City Council	CM
	Wk. of Jan 22	Standard & Poor's conference call	CM; DAD
	Tues, Jan 23	Draft appendices for POS distributed	BC
	Weds, Jan 31	Circulate "Deemed Final" letter and due diligence questions	DAD
	Fri, Feb 2	End of City Council review of POS	CM
		Final comments on POS and appendices due	Financing Team
		Final POS with appendices delivered	DAD
	Mon, Feb 5	Draft bond purchase agreement distributed	DAD
	Tues, Feb 6	POS Due Diligence Call	POS
		Receive credit rating from Standard & Poor's	Rating Agency
	Weds, Feb 7	Executed "Deemed Final" letter delivered to DADCO	CM
	Thurs, Feb 8	Posting of POS	DAD
	Mon, Feb 12	Comments due on bond purchase agreement	Financing Team
	Tues, Feb 20	2 nd draft bond purchase agreement distributed	DAD
	Weds, Feb 21	Pre-pricing (City to be available in the early afternoon)	CM; DAD
	Thurs, Feb 22	Pricing (City to be available in the morning)	CM; DAD
	Fri, Thurs 23	Draft Official Statement circulated	DAD
	Mon, Feb 26	Circulate drafts of closing documents	HDW
	Tues, Feb 27	Comments/approval due on Official Statement	Financing Team
	Weds, Feb 28	Print final Official Statement; File MDAC form 2	DAD
	Thurs, Feb 29	Circulate Memorandum of Bond Delivery with wire instructions	DAD
		Final closing documents circulated	HDW
	Tues, Mar 5	Signatures due to Hawkins on closing documents	Financing Team
	Thurs, Mar 7	Bond Closing (funds delivered to City; interest begins accruing)	Financing Team

ADJOURN

Mayor Keyser adjourned the meeting at 8:41pm.



Scott Keyser, Mayor

ATTEST:



Christie Teets, City Recorder

MINUTE ATTACHMENTS:

- Proposed Financing Schedule – General Obligation Bonds (Police Department)
- 2023 City Manager Year End Report