



City of Molalla  
City Council – Goal Setting Conference  
Minutes – Saturday, January 20, 2024  
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

**CALL TO ORDER**

The Molalla City Council Goal Setting Work Session of January 20, 2024 was called to order by Mayor Scott Keyser at 8:33am.

**COUNCIL ATTENDANCE**

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; Chris Long, Police Chief, Cindy Chauran, Finance Director; Diana Hadley, Library Director; Rebekah Murcray; Assistant Library Director.

**DISCUSSION ITEMS**

[For the complete video account of the Part 1, please go to YouTube “City of Molalla Goal Setting Conference – January 20, 2024 \(Part 1\)”](#)

**Part 1:**

**A. City Manager Welcome**

- Q & A – See report from 12-13-2023 Work Session

City Manager Huff provided a recap of the report provided to Councilmembers at the December 13, 2023 meeting. He explained that each department would have a brief presentation describing their current responsibilities in the City. Mr. Huff focused on Grants that are available for the City of Molalla to apply for and the amount of staff time that each of these items require. Currently staff is applying for funding with the Ford Family Foundation, DLCD grants, Behavioral Health Specialist grant, Chief Yelkus Park, and a community room for the new Police Facility. Some grants are awarded and some are not.

Mr. Huff commended Molalla Communications as a major contributor to funding for projects in the City. MCC donated funds towards Strawberry Park and the completion of the new Pickleball Court at Long Park.

**B. Department Presentations**

- Finance Director
  - I. Council Stipends as Payroll

Finance Director Chauran explained that SAIF annually conducts an audit on the City. Currently, Councilors receive a monthly stipend and receive a 1099 form from the City at the end of each year. It has been suggested by our auditors that City Council’s stipends transition to a payroll item, as the City has to pay workers compensation fees in the event of injuries. Ms. Chauran handed out W-4 forms to each Councilor and informed them moving forward they will receive stipends in the form of payroll. Councilor Childress feels this is a wise change, as it will save 15.2% in fees by switching to payroll.

- City Recorder
  - I. Work Session Announcements:
    - Harrassment Training 2024
    - Ethics -OGEC (SEI Filing, Gifts, Honorarium)
  - II. Website Update to Council Bios
  - III. 2024 City Council Calendar – handout
  - IV. Discussion Items – submitted to City Recorder
  - V. CCA Dinner – May 2024

City Recorder Teets spoke to Councilmembers about updating their bios on the city’s website. She provided a form for them to fill out and return to her. Ms. Teets also spoke with Council regarding the 2024 calendar year and events that are currently planned. She reminded Council that Molalla is hosting the CCA (City/County Association) Dinner in May. Councilors discussed topics for this event.

- Library Presentation (slideshow)
  - I. Tourism: Music in the Park (FA2, FA4)  
Reptile Man

Library Director Hadley introduced the infographic that was provided in the Council packet. She also shared a presentation to Council which explained all of the different programs that are available through the Library. The PowerPoint presentation is attached to these meeting minutes.

- Police Department Presentation/Q & A
  - I. Police Facility Project
  - II. Public Camping Ordinance Update

Chief Long shared that in 2023, the Police Department achieved it’s number one goal, and that was to pass a GO Bond to build a new police facility. He explained the next steps in the process of attaining funding and provided a timeline estimation for when construction could begin.

Chief Long spoke to Council regarding the passing of the Public Camping Ordinance. He reported that people are not camping in Long, Fox, or Clark Park, they are staying in Oddfellows, where the resolution states.

- Community Development Presentation/Q & A
  - I. Molalla Current
  - II. Economic Development
  - III. 2023 Annual Report – Q & A

Assistant City Manager Corthell gave a brief presentation about the projects taking place in the Community Development Department. Many are years long projects, that are continuations from the year prior. He shared the successes of the addition of the Code Enforcement Specialist. In approximately six months, over 240 code cases have met compliance and been closed. Mr. Corthell referenced the 2023 Annual Report that he provided to Council at the December 13, 2023 meeting, expanding further on the projects underway. Mr. Corthell highlighted the Master Plans, the Wastewater Treatment Plant project, paving, and I & I projects.

*Mayor Keyser called a recess at 9:52am. He reconvened the Goal Setting Conference at 10:15am.*

[For the complete video account of the Part 2, please go to YouTube “City of Molalla Goal Setting Conference – January 20, 2024 \(Part 2\)”](#)

**Part 2:**

**C. Review 2023 Council Goals and Accomplishments – Set 2024 Goals**

- Focus Area #1: Resilience, History, Culture, Location
- Focus Area #2: Welcoming, Friendly, Safe, Inclusive
- Focus Area #3: Economically Sound, Managed Growth, Business, Education
- Focus Area #4: Resource Hub
- Focus Area #5: Beauty, Tranquility, Natural Areas

City Recorder Teets shared like items submitted by City Council members to the group. Similar items being:

- Youth Engagement
- Town Hall/Civic Engagement

(continued on next page)



- Emergency Preparedness/Disaster Management (in progress via City Staff – Emergency Operation Plan underway)
- Truck Route (in progress via City Staff – Molalla Forest Road improvements in discussion)
- Attract Businesses to Molalla (in progress via City Staff – SEDCOR membership, Economic Development Plan)

Councilors deliberated on where to begin with Focus Areas, and shortly after Mayor Keyser began the discussion. Mayor Keyser proposed an IGA for a lobbyist between Canby, Estacada, Sandy, and Molalla. He feels it would be beneficial to have a representative at the State level. Council and staff discussed the possibility of competition for funding between the cities. This item will continue to be discussed, and the group understands that it would need to be a budgeted item if there is a decision to move forward.

Other topics discussed in this section were: BRIC Grant opportunities, housing programs, designated industrial park, inviting businesses to town, updating the Molalla Area Vision and Action Plan 2030, citizen’s academy, and civic education

Councilors agreed that it would be helpful to have the previous Project Manager lead the Vision and Action Plan update. Council would like to add this as a Council Goal, and begin budgeting for the update. Much discussion took place about updating the survey provided to Molalla residents.

*Mayor Keyser called a recess at 11:59am. He reconvened the Goal Setting Conference at 12:38pm.*

[For the complete video account of the Part 3, please go to YouTube “City of Molalla Goal Setting Conference – January 20, 2024 \(Part 3\)”](#)

**Part 3: Review 2023 Council Goals and Accomplishments – Set 2024 Goals (continued from Part 2)**

Part 3 of Goal Setting began with review of 2023 Council Goals, found on Page 38 of the packet. Council discussed which items they felt should remain, which have been completed, and which goals should be updated. This process took place for Focus Areas 1 – 5 and will be brought to City Council for approval on February 14, 2024.

*Mayor Keyser called a recess at 2:34pm. He reconvened the Goal Setting Conference at 2:48pm.*

[For the complete video account of the Part 4, please go to YouTube “City of Molalla Goal Setting Conference – January 20, 2024 \(Part 4\)”](#)

**Part 4: Review 2023 Council Goals and Accomplishments – Set 2024 Goals (continued from Part 2-3)**

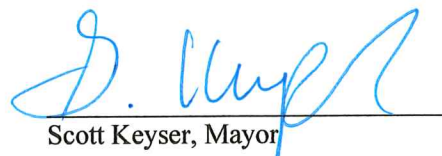
In regard to resources with the community, Mayor Keyser suggested that Antfarm help with juvenile court. Chief Long explained that juveniles must go through Clackamas County for legal reasons, however, Antfarm can assist in carrying out restitution in our area. Continued conversation took place around Antfarm and their partnership within the City of Molalla.

Councilor Robles announced that she would continue community meetings with Plaza Los Robles. She is translating community events to the hispanic community, who appreciate the effort and communication.

Council President Newland suggested dates for town hall meetings in March, June, September, and November.

**ADJOURN**

Mayor Keyser adjourned the Goal Setting Conference at 3:25pm.

  
Scott Keyser, Mayor

ATTEST:   
Christie Teets, CMC - City Recorder

**Name:** \_\_\_\_\_

**Bio:**

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**Current Activities (specific to City):**

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**Community Involvement (outside of City Council, former CPC's, boards, commissions, etc.):**

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Please list years involved. Ex. Chamber of Commerce, 2006-2022 – Ford Family Foundation, 2022-current. Attach an additional page, if necessary.

Please return to Christie no later than February 21, 2024.

## 2024 CCA Dinner Schedule

January	4 <sup>th</sup> Thursday	Canby
February	4 <sup>th</sup> Thursday	Estacada
March	SKIP	**Spring Break**
April	SKIP	**LOC Conference**
May	1 <sup>st</sup> Thursday	Molalla
June	1 <sup>st</sup> Thursday	Milwaukie
July-August-September	SKIP	Summer & Back-to
October	4 <sup>th</sup> Thursday	Sandy
November – December	SKIP	Holidays

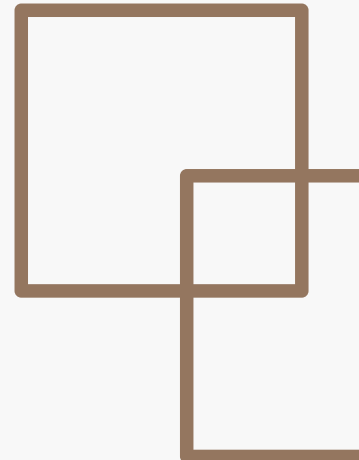
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# Molalla Public Library







MOLALLA PUBLIC LIBRARY



Total People Visited  
**39,589**



### Checking out



#### In-house

1st Checkout  
91,835

Renewal  
50,146



#### Digital



Checkouts  
23,311

Database Usage  
7,297



**164** Programs for all ages  
**10,727** People in attendance

#### • Adults

20 Programs  
1,881 People

*Music in the Park, Make It Monday, Cultural Programs, and Guest Presentations*



#### • Children

92 Programs  
4,669 People

*Storytime, STEAM Powered Fun!, LEGO Club, Homeschool Huddle, Summer Reading Craft events and Guest Presentations*

#### • Teens

10 Programs  
896 People

*Teen STEAM, Maker Space events, and Summer Reading Guest Presentations*

#### • Outreach

42 Programs  
3,281 People

*Daycare visits, Homebound services, Bookmobile visits to Colton, Los Robles and the Adult Center*



# 2022-2023 Year-at-a-glance







# Early Childhood



Increased attendance at storytime and Children's programming!



# Teen Experiences



Robots, 3-D Pens, Manga art classes, and more!

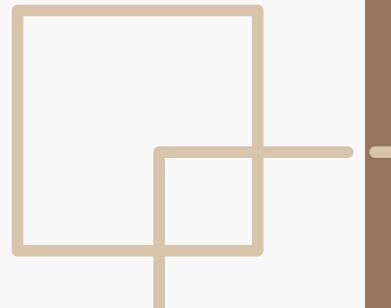


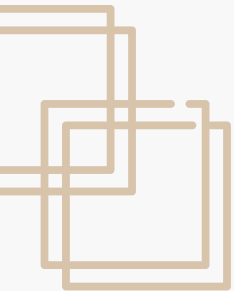


# Adult Events



Monthly crafts, Mexican  
cooking classes, and special  
events!





# Outreach Services



Taking the library out into the community!



Los Robles



Bookmobile



Celebrate Molalla





# Summer Fun!



Record attendance numbers!



# Future Goals



- Expand Music in the Park to 5 performers
- Relocate Reptile Man to Clark Park
- Increase amount of all types of programs and attendance, including one-on-one computer assistance
- Increase social media and online awareness
- Increase number of bookmobile stops
- Open Community Room to the public
- Expand Books on Wheels program to reach more homebound patrons







**Thank You**



# LOCAL GOVERNMENT 101



# ACTIVITY 1: IDENTIFYING YOUR CITY

1. What is your city?
2. Where is it located?
3. What do you like about your city?
4. Draw the city that you live or draw a fictional city.

## ACTIVITY 2: IF YOU WERE A MAYOR

1. What would you do if you were the Mayor?
2. What are some rules you would create?
3. Draw yourself as Mayor.

# ACTIVITY 3: SOLVING THE CITY PROBLEM

1. How can you make your city warmer during winter?
2. Where do you go to cool in summer?



# ACTIVITY 3: SOLVING THE CITY PROBLEM

Potholes are broken in places in the road. How would you fix a pothole?

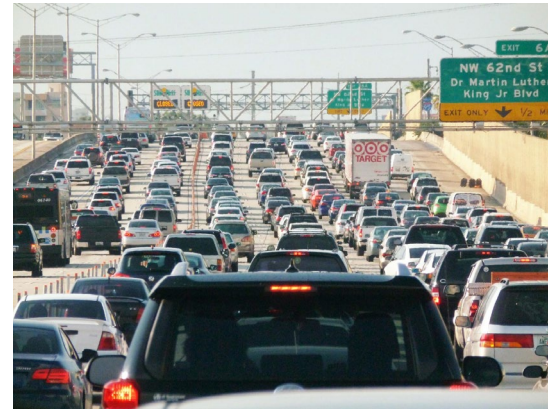
During a snowstorm streets become slick because the water in the snow freezes to them. Can you think of a way to make them less slick?





# ACTIVITY 3: SOLVING THE CITY PROBLEM

1. If you were a police officer and you saw a car crash, what would you do?
2. You are a city manager. And you see that there are a lot of cars stuck in the traffic. How would you fix the problem?



# ACTIVITY 3: SOLVING THE CITY PROBLEM

A park has overgrown grass and it is becoming unsafe for the people living in your city neighborhood. How would you solve the problem?



# ACTIVITY 4; GUESS THE CITY JOB

Guess the city job description and what do they do?



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# ACTIVITY 5: REFLECTION AND QUESTION

What are some things you learned about local government and what other questions do you have?

