



City of Molalla
City Council - Regular Meeting
Minutes – March 19, 2025
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of March 19, 2025 was called to order by Mayor Scott Keyser at 6:00 pm.

COUNCIL ATTENDANCE

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

STAFF IN ATTENDANCE

Dan Huff, City Manager; Mac Corthell, Assistant City Manager; Dan Zinder, Senior Planner; Crystal Robles, Records Specialist.

Guest Speaker in Attendance: Johnson Economics Consultant, Brenden Buckley.

APPROVAL OF AGENDA

Mayor Keyser announced the Executive Session scheduled on the agenda was cancelled and requested a motion to amend the agenda accordingly.

ACTION:

Council President Eric Vermillion made a motion to remove items numbered 11 and 12, Executive Session and Reconvene into Regular Session from the evening's agenda; Councilor Childress seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

CONSENT AGENDA

None.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

None.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

- A. Ordinance No. 2025-02: Amending and Updating the City of Molalla Comprehensive Plan to Adopt the 2025 Economic Opportunity Analysis and Buildable Lands Inventory

Mayor Keyser reconvened the Public Hearing from the February 12th City Council Meeting Public Hearing regarding Ordinance No. 2025-02 at 06:07pm, no present Council Members acknowledged potential conflicts of interest.

Senior Planner Zinder Senior Planner presented the Economic Opportunities Analysis (EOA) and updates to the Comprehensive Plan (Comp Plan) to City Council. The EOA, funded by a DLCD grant, will help determine the City's 20-year Employment Land Needs and identify target industries, as part of the Urban Growth Boundary (UGB) expansion process. The City's last EOA was in 2004, and the new analysis will guide economic development and zoning decisions. Mr. Zinder also highlighted key changes to the Comprehensive Plan, including removing provisions related to recreational lands outside the UGB, industrial land designation, and the location of industrial lands.

Johnson Economics Consultant Buckley expanded on the Economic Opportunities Analysis (EOA), focusing on revisions to the Buildable Lands Inventory (BLI), sharing the overall findings remained consistent, some updates were made to reflect more accurate data such as the Avison Mill site, which shows 36 buildable acres, making it one of the largest industrial site available. Overall more than 90% of the City's remaining sites are under five acres, with a significant shortage of medium to large sites. Mr. Buckley estimated 41 acres of commercial land and 80 acres of

industrial land are still required over the next 20 years. These findings contribute to the ongoing Urban Growth Boundary (UGB) process, where both commercial and residential land needs were addressed.

(For a complete account of the discussion, please refer to the YouTube video recording from minutes: 2:45 to 17:02)

With no Public Comment received, Mayor Keyser closed the Public Hearing on Ordinance 2025-02 at 6:20 p.m.

ORDINANCES AND RESOLUTIONS

- A. Ordinance No. 2025-02: Amending and Updating the City of Molalla Comprehensive Plan to Adopt the 2025 Economic Opportunity Analysis and Buildable Lands Inventory

Staff had no further comments or information to provide regarding Ordinance No. 2025-02, and no additional staff report was presented.

ACTION:

Council President Vermillion moved City Council to conduct first reading of Ordinance No. 2025-02, An Ordinance of the City of Molalla Oregon changing the Molalla Comprehensive Plan to reflect the goals and policy objectives of the 2025 Economic Opportunity Analysis and Buildable Lands Inventory and proposed Comprehensive Plan updates by title only; Councilor Shankle seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

ACTION:

Councilor Botsford moved the City Council conduct the second reading and adoption of Ordinance No. 2025-02, An Ordinance of the City of Molalla Oregon changing the Molalla Comprehensive Plan to reflect the goals and policy objectives of the 2025 Economic Opportunity Analysis and Buildable Lands Inventory and proposed Comprehensive Plan updates by title only; Councilor Childress seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

GENERAL BUSINESS

- A. Parkland Dedication or Fee in Lieu for Subdivisions and Master Planning Areas

Assistant City Manager Mac Corthell provided staff report on updates to the City's parkland dedication requirements and relevant policies. The 2014 Molalla Comprehensive Plan mandated that developers either provide park space or pay a fee to support park space availability and improvements. However, the current development code does not align with the requirement. A new standard of seven acres of parkland per 1,000 residents was adopted in the Parks, Recreation, and Trails System Plan on February 12, 2025, with adjustments based on density and development type. Under the revised policy, developers of residential land divisions (4 or more lots), master-planned developments, and multi-family projects would be required to dedicate parkland or pay a fee before building permits are issued. The dedication will follow a formula based on the number of dwelling units and density. A fee-in-lieu option would be available when parkland dedication is impractical.

(For a complete account of the discussion, please refer to the YouTube video recording from minutes 20:06 to 1:15:00)

- B. Bohlander Field Pedestrian & Traffic Safety Improvements

Assistant City Manager Corthell provided staff report that focused on improving pedestrian and traffic safety at Bohlander Field, which serves as the main parking area for several local events, including the Molalla Buckaroo. The project, estimated to cost \$45,000, aims to improve safety by updating: traffic patterns, pedestrian safety, and disabled parking at Bohlander Field. City Manager Huff noted the project team is aiming to avoid issues with the catch basin area, as addressing it would significantly increase the project's costs. The improvements include a new entrance to reduce vehicle-pedestrian conflicts, installation of removable bollards to block vehicles from entering pedestrian zones during events, and upgraded striping and signage, particularly for disabled parking. The bollards will be deployed during events and removed afterward, with signage informing the public of road closures. City Manager Huff shared the improvements inspired by Lieutenant Call, whom initially proposed redesigning the entrance during previous summer's Buckaroo event. Sharing the changes are expected to make it significantly easier for the Police Department to manage traffic flow during events.

(For a complete account of the discussion, please refer to the YouTube video recording from minutes 01:15:15 to 1:30:30)

ACTION:

Council President Vermillion made a motion to approve the Bohlander Field, Traffic, and Pedestrian Improvement Project; Councilor Botsford Seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

C. T-Mobile Hometown Grant Project and Project Approval

Assistant City Manager Corthell explained that the Self-Hoisting Banner Pole System project is not currently included in the Capital Plan. However, he highlighted that the Decorative Banner Holders project would significantly enhance North Molalla Avenue with decorative poles, similar to those found in other communities. The estimated cost for fabrication and installation is \$43,000. The Beautification & Culture CPC has long advocated for this project including the artistic embellishments for the banners. The embellishments, an additional \$5,500, were added to the grant application as an opportunity for community collaboration. The T-Mobile Hometown Grant aligns with the project's goals, offering revitalization funds for communities with populations of 50,000 or less, and a no match requirement.

ACTION:

Councilor Childress moved the City of Molalla approve the Banner System Project, authorize staff to apply for grants to finance the project, and authorize the Mayor to sign a Letter of Support on behalf of the City Council; Councilor Gilmer seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

STAFF COMMUNICATION

- **Records Specialist Robles:** Provided a reminder for the next Council Meeting, March 26th, and commended Mr. Corthell's team for a seamless informative presentation regarding Dedicated Parkland.
- **Assistant City Manager Corthell:** provided a quick update on the Wastewater Treatment Plant. He shared that the project is progressing well, and construction is on track. He emphasized the challenge of keeping the existing plant operational while integrating new features but assured that the old plant is running smoothly with no recent violations. He also praised the team's handling of recent weather, noting two inches of rain fell in about six hours, raising potential concerns, despite this, the crew managed the situation professionally, ensuring no setbacks.
- **City Manager Huff:** added to the Wastewater Treatment Plant discussion, highlighting the significant work done on the collection system over the past five to seven years, including the installation of Cured-in-Place Pipe (CPP) to address Infiltration and Inflow (I&I). The improvements have reduced groundwater entering the system, ensuring the plant will be in better shape when the new facility is ready, even with new growth in the area. Mr. Huff also provided an update on the Police Facility Project, noting that progress is moving, noting the building feels like a fully constructed space, though it's not quite ready for a public open house, a small tour for the City Council and the Police Committee members is being planned in the next month or two.

COUNCIL COMMUNICATION

- **Councilor Bartholomew:** no report.
- **Councilor Gilmer:** no report.
- **Councilor Botsford:** no report.
- **Councilor Shankle:** shared Spring Cleanup will be coming up soon, and the details will be included in water bills, Facebook and the City website. The event will take place on April 25th and 26th, Friday and Saturday, from 8:00 a.m. to 4:00 p.m.; the event is for those who reside within City limits only.
- **Councilor Childress:** no report.


- **Council President Vermillion:** shared on March 6th he attended the Annual Orientation Dinner and Networking event for C4, Mayor Keyser made statement regarding the poor condition of ODOT roads within Molalla City limits. After the Mayor's comments, he received verbal commitments to assist, including support from Clackamas County Commissioner Paul Savage, Canby Mayor Brian Hudson, and Tualatin Councilor Valerie Pratt, who also serve on the ODOT Region One Advisory Committee. He also shared the Parks Committee CPC meeting is March 20th at 5:30 PM at City Hall.
- **Mayor Keyser:** noted on March 8th, he participated in a roundtable discussion with Congresswoman Bynum, where he addressed the City's ODOT road issues, Housing Strategies Plan, and UGB concerns. He also provided an update on the \$2.5 million funding application for the City's Water Treatment Facility and mentioned an upcoming meeting with ODOT at City Hall. Additionally, the Mayor acknowledged the tragic suicide of longtime Molalla resident Jim Story and announced the passing of community figure Happy Jack, noting that the community is working to organize a memorial in his honor.

ADJOURN

Mayor Keyser adjourned the City Council meeting at 8:01pm.

For the complete video account of the City Council Meeting, please go to YouTube

"Molalla City Council Meetings – March 19, 2025"


 Scott Keyser, Mayor

PREPARED BY:


 Crystal Robles, Records Specialist

ATTEST:


 Christie Teets, CMC, City Recorder

Meeting Attachments:

- Banner Pole System Letter of Support on behalf of Mayor Keyser and the Molalla City Council for the T-Mobile Hometown Grant Project



City of Molalla - City Council

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

Phone: (503) 829-6855 Fax: (503) 829-3676

March 4, 2025

Grant Administrator
T-Mobile Hometown Grant
12920 SE 38th Street
Bellevue, WA 98006

Re: City of Molalla Banner System Project Grant Application

To Whom It May Concern:

I'm writing on behalf of the Molalla City Council to express the Council's support for the Molalla Banner System project. This project will place a cross-street banner system in Molalla's downtown core and feature an artistic pillar design on each side of N Molalla Ave.

This project will provide significant impacts in the areas of aesthetics, economic development, public communication, enhanced partnerships, and more. Additionally, the project will be an artistic fixture in Molalla and serve the community for many decades to come.

Some of the opportunities this project will bring include but are by no means limited to:

- Enhanced knowledge of Molalla's events, businesses and recreational offerings.
- Improved local event marketing and coordination.
- Increased event attendance, and new partnership opportunities.
- Increased business and recreational amenity traffic.
- Enhanced interest in Molalla overall in terms of recreation, business, and events.
- Improved downtown streetscape through artistic pillar design.

Notably, Molalla's downtown core has not yet fully recovered from the pandemic. But today new businesses have begun filling the storefronts and with them comes new energy and that energy must be germinated lest it wither and parish. This project will provide a new and different type of support that can be shared with the local economy and community at very little cost after install, while at the same time enhancing the aesthetic of the area to include Molalla's first piece of functional art in the public domain. Thank you for your time and careful consideration.

Sincerely,

Mayor Scott Keyser
City of Molalla