



Community Development Department
315 Kennel Avenue, PO Box 248, Molalla, Oregon 97038
Phone: (503) 759-0205

To: Honorable Mayor & City Council

From: Assistant City Manager, Mac Corthell

Date: September 27, 2023

Re: Community Development Report – 3rd Quarter 2023

LAND USE & PERMITTING

Planning and Land Use Application Statistics:

New Apps 6/27/23 – 09/20/23

- Type I BP Apps –5
- Type I Other Apps – 18
- Type II Apps – 1
- Type III Apps New– 1
- Type IV Apps – 0
- Final Plat – 2
- Pre-App Requests - 5

Approvals 6/27/23 – 09/20/23

- Type I BP Apps – 4
 - Residential Units – 2
 - Com/Ind Sq Ft – 0
- Type I Other Apps – 28
- Type II Apps – 0
- Type III Apps – 0
- Type IV Apps – 0
- Final Plat – 0
- Pre-Apps Held - 3

Open Apps 9/20/23

- Type I BP Apps – 8
- Type I Other Apps – 3
- Type II Apps – 1
- Type III Apps – 2
- Type IV Apps – 4
- Final Plat – 2
- Pre-Apps Pending - 5

LONG-TERM PLANNING

21-16 Urban Growth Boundary

- **Introduction:** DLCD Formally Approved Molalla to use the Sequential UGB Process on March 28, 2023.
 - Molalla is the first in the state to use the sequential process.
 - The Sequential process mitigates risk by considering each portion of the UGB studies and expansion separately, thus limiting challenges to the task at hand without delegitimizing the entire process.
- **Complete:**
 - Sequential UGB election and concurrence from County and DLCD.
 - Sequential UGB workplan development and acceptance from DLCD.
 - Housing Needs Analysis & Buildable Lands Inventory (HNA/BLI) – complete and adopted.
- **Next Steps:**

- Employment Opportunities Analysis & Buildable Lands Inventory (EOA/BLI)
- **Grants:**
 - Staff applied for and were awarded grant to fund HNA/BLI
 - Staff applied for and were awarded grant to fund Efficiency Measures & Background Studies
 - Staff applied for and were awarded grant to fund Housing Production Strategies (a separate but related study)
 - Staff is applying for grant to fund EOA/BLI

Current Long-Term Planning Initiatives:

- **22-32 Parks Master Plan** – Kickoff meeting with City Staff and Contractor, Cameron McCarthy Landscape Architecture & Planning will be held 9/28/23! This meeting will focus on the development of a public engagement process and overall work plan. Stay tuned for a lot more on this soon.
- **22-31 Stormwater Master Plan** – Kickoff meeting was held 9/6/23! City Staff and Consultant, Keller Associates, are in the “data collection and review” phase of the project.
- **23-02 Emergency Operations Plan** – The City Council will receive an update in regards to this planning process on 10/10/23 at 6pm during the City Council Work Session.
- **23-02 National Hazard Mitigation Plan** – The City’s portion of the plan has been submitted to Clackamas County and no feedback was received. Next, the County Plan (that includes the plans of all the Cities in the County) will be submitted to Oregon Emergency Management for review and comment. At that point, the City will have the chance to make any final changes based on feedback, and the plan would be adopted circa April, 2024.

Notably, the NHMP has been developed in close coordination with the Capital Improvement Plan (CIP), ensuring that potential local, state, federal grants, and Building Resilient Infrastructure and Communities (BRIC) funds opportunities are thoroughly explored.

CODE COMPLIANCE

Code Compliance:

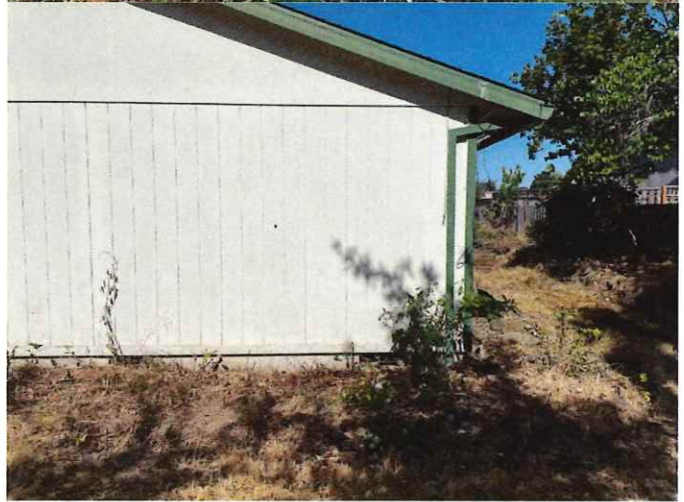
- Officer Murphy continues to make great progress clearing the backlog of cases, engaging community members, and forging new partnerships!

Code Case Statistics:

<u>7/1/23 – 8/21/23</u>	<u>7/1/23 – 8/21/23</u>
<ul style="list-style-type: none"> ● New Complaints - 40 ● Current Open Cases – 57 	<ul style="list-style-type: none"> ● Cases Closed – 47 <ul style="list-style-type: none"> ○ No Violation – 10 ○ Compliance – 29 ○ Referred - Other Agency – 8

Code Abatement Support Services:

- 1. Ant Farm Youth clear property of elderly homeowner free of charge!**



- 2. Ant Farm Youth Assist Molalla Code Compliance and Police with Homeless Camp Cleanup!**





There is a new service in town for anyone who cannot clean up their code violation **due to age, infirmity, or disability**. The **Ant Farm** is a non-profit that serves at-risk youth providing them with opportunities for internships, employment, and a full array of services aimed at helping them succeed as they move into adulthood.

Paid services are also available at a fraction of the cost compared to most landscape and trash haul away services. If you are interested in these services on a paid or unpaid basis, please contact Denise at Molalla Ant Farm: denises@antfarmyouthservices.com or call (503) 668-7962.

ECONOMIC DEVELOPMENT



Completed Projects:

- 2022 Enterprise Zone Boundary Expansion (see map ←)
- 2022 Wayfinding Kiosks & Map
- 2022 Destination Ready Grant (Kiosks)
- 2022 Kiosk Art Contest
- 2022 Travel Oregon Destination Assessment

Travel Oregon Destination Ready Action Project:

- Don't forget to pick up a Molalla Area Recreation Map at City Hall or the Civic Center!

-Thank you to **Mt. Hood Territory (Clack Co Tourism)** who applied for and administered this Destination Ready process on behalf of the city.

-Thank you to **Travel Oregon** who funded the Destination Ready grant and has been a major partner in providing consultants, and staff to bring this project home.

Economic Development Web Page Update!

- Completion of the Enterprise Zone Expansion triggered the next phase in the City's Economic Development program evolution... a valuable, viable web presence!
 - However, as the City's website transitions between Muni-Code and Civic Plus due to a company buyout – the website process cannot begin.



PUBLIC & PRIVATE INFRASTRUCTURE PROJECTS

Active Public Project List

Number	Name	Notes
23-05	Pickleball at Long Park	Courts are open - Final landscaping in October!
23-02	EOP/NHMP Plans	NHMP Draft submitted, EOP update for Council 10/10/23
22-32	Parks Master Plan	Kickoff Meeting 9/28/23
22-24	Water Pressure Zoning	Design Phase 90%
22-31	Storm Master Plan	Data Collection Phase
22-29	Water Intake Project	Pre-Design & Budget Phase
22-21	Section St Rebuild	Pre-Design & Budget Phase
22-04	New 2.0mg Water Tank	Property Acquisition Phase
21-16	Sequential UGB	HNA complete, EOA next – applying for grant
21-15	S Molalla Ave Waterline	Design Phase 90%
21-10	Molalla Civic Center	Design Phase for ADA Upgrades
21-09	Yelkus Park	Pre-Design Phase
21-02	MFR – Park Road	On hold, Legal issue being resolved
20-03	Eckerd, Lola, 2 nd – w/se/str	Complete – In Warranty
19-10	WWTP Upgrade	90% Design Accepted, \$5 mil approved from Capital Committee – awaiting final bill, mitigation credit purchased
18-08	213/Toliver Roundabout	Construction complete, in punch list

Recently Completed Public Project List

23-04 Sewer Rate Model Update	23-01 Disk Golf at Ivor Davies
22-35 WTP Auto-Shutdown Upgrade	22-30 WWTP Aeration Basin Bypass
22-25 PD HVAC Repair/Replace	22-20 Toliver at Trinity Waterline
22-15 Mercury TMDL Plan	22-10 WWTP Interim Capacity Study
22-03 Shaver at OR-211 Repair	22-01 City Hall Sewer Main Replace
21-11 Fox Park Playground Equipment	21-06 525 W Main Waterline
21-04 City Hall Upstairs Remodel	19-09 Signal at OR-211/Molalla Ave
17-12 Shirley Curb Extensions Repair	22-26 Temp Allocation in TMDL
20-07 Strawberry Park	18-14 City Shops Decant Facility

Active Private Project List

Number	Name	Notes
23-10	609 E Heintz Townhomes	In Planning Process
23-09	Embold CU	In Civil Review
23-08	Burger King	Awaiting Building Permit Applications
23-07	Stoneplace Partition	Partition resulting in S Leroy Ave through to Lowe Rd
23-06	105 Ona Way Multi-Family	In Civil Review
23-03	Molalla Petroleum	Civil Review Complete, set for construction
22-23	5 th St Duplex	In Civil Review
22-16	Starbucks	In Construction
22-13	Goodwill	Complete – In Warranty
22-11	River Meadows Subdivision	Civil Improvements in Work
22-09	1000 W Main Multi-Family	In Civil Review, building ongoing
22-07	Cascade Place Multi-Family	In Construction, Occupancy by building
22-02	501 E Main St C-Store	Complete – In Warranty
19-04	Cascade Center Commercial	Awaiting pavement repairs to release warranty bond
18-16	Hix Tractor Supply	Complete
17-20	Sawyer Trucking Frontage	Complete – In Warranty

Public Works Maintenance Report

By: Public Works Maintenance Manager, Adam Schulz

Public Works Utility Report



Utility Crew installing the signage and irrigation at Long Park for the Pickleball Courts

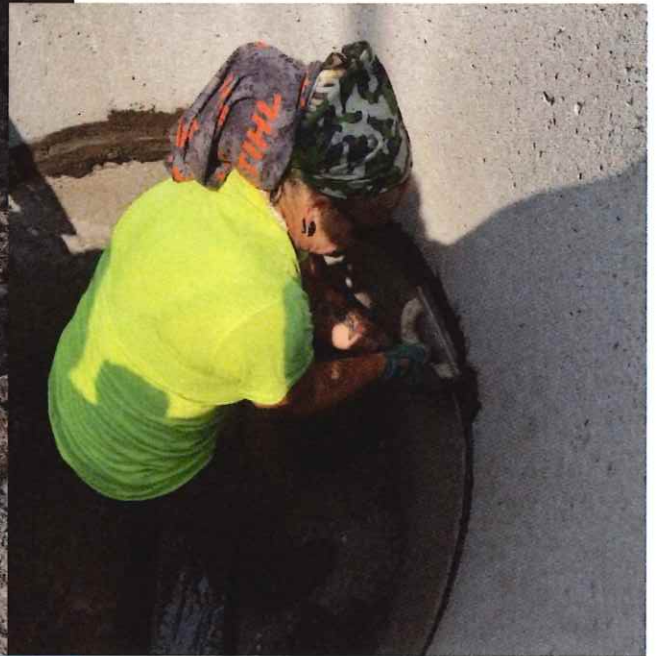




Above: Crews Repair a Steel Water Main Break on Metzler.

Below: Crews Replace an Inoperable Hydrant on 5th and Lola.





Public Works Utility Crew Adding a Section on Manhole to the Sewer Main on Hwy 213 during the Roundabout Project



Work Complete During Period

8/21/2023 - 9/25/2023

Work Orders Completed (by Team)

Utility_Crew	225
Wastewater_Plant	26
Water_Plant	59
Supervisor	0
Code_Enforcement_Complaint_emails_Officer	0
Building_Maint_emails_Official	1
Corrective_Action	0
Deep_Backlog	0

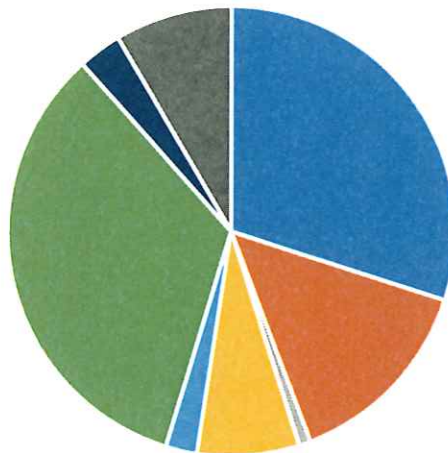
TOTAL	331

Work Orders Completed (by Fund)

Water	105
Sewer	25
Storm	3
Street	26
Fleet	8
General_parks_facilities_ect	118
SplitFund_locates_etc	11
Capital	0
Other	30
Library	0

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TOTAL	326

Work Orders Completed (by Fund)



- Water
- Sewer
- Storm
- Street
- Fleet
- General_parks_facilities_ect
- SplitFund_locates_etc
- Capital
- Other

Wastewater Treatment Plant Report

By: WWTP Manager, Seth Kelly



The Wastewater Treatment Plant Received 14.680 million gallons of raw sewage in August and 12.407 million gallons so far in the month of September. Meanwhile we were able to reuse, and land apply 20.718 million gallons in August and another 11.115 million gallons so far in September. The Wastewater Treatment Plant staff have been able to keep a good balance of water in and water out. Therefore, the ponds are in a good position for shutting down the plant and preparing for Winter Discharge. We currently expect to seize summer irrigation in the first half of October. We Will be able to begin Winter discharge on November 1st as long as all conditions of our permit are meet. The WWTP staff will be ready to go once mother nature allows.

The WWTP staff has begun working on rebuilding one of its four media filters. This will help ensure compliance even with high winter flow. This was important because the filter was performing at about half capacity. But this will help ensure the current Wastewater Treatment Plant can perform well enough to get through the New Wastewater Treatment Plant build and makes sure that the plant can handle the needs for filtering as we get the Lagoon lined and converted into an Effluent Storage Pond.



The Wastewater Treatment team had a new operator position open and we will soon have our new employee starting. We are excited to have Amy join the team as a long time community member looking to give back to her community.

Water Treatment Plant Report

By: WTP Manager, Katie Niece

Water Treatment Plant

Conservation

The City of Molalla would like to remind its customers of the importance of conserving water. During the summer months, water use approximately doubles because of outdoor use. Conserving water by limiting and using it efficiently helps ensure we have enough water for all our different uses. Most importantly, reducing the amount of water we use helps the city to maintain fire protection during these high-water use months.

Using water wisely, not just during the summer months, but all year round can help the city to manage its resources, save you money, and preserve the life of your Water Treatment Plant. For tips on how to conserve water, please visit the City's website at www.cityofmolalla.com



Production

For the month of August, the City of Molalla treated a total of 50 million gallons of water with a 1.6 million gallon daily average. About a 6% increase in water production from this time last year.

Water Production (gallons)		
	August 2022	August 2023
Total Treated:	47,356,000	50,369,000
Daily Average:	1,527,613	1,624,806
Maximum Day:	1,903,000	2,037,000
Minimum Day:	1,109,000	995,000

Preventative Maintenance

This month the crew has been working on prepping and painting the piping of the filter system to prevent pipe corrosion and preserve the life of the treatment plants infrastructure.



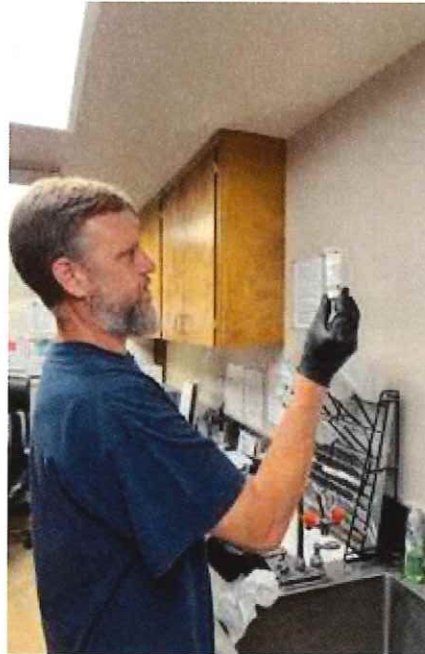
Staff have been working to inspect or replace the screens on the Reservoir hatches.



Operations & Regulatory Compliance

Jeffrey McCrum sampling for 3rd Quarter Volatile Organic Compounds (VOC's) & Disinfection by Products (DBP's). These samples are part of our routine quarterly sampling requirements set forth by the Oregon Health Authority. The latest results for VOC's were all non-detect (ND).

Disinfection by products are formed when chlorine disinfectant combines with organics in the water. The city was recently granted the Reduced Monitoring Plan by the state for having consistently low levels below the Maximum Contaminant Level (MCL).



Staff drained/inspected and cleaned the filter systems adsorption clarifier and filter media from the summer months heavy demand.

