

**Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Ave., Molalla, OR 97038  
Wednesday, October 11, 2017**

---

- 1. CALL TO ORDER OF THE MOLALLA CITY COUNCIL MEETING;** the regular meeting of October 11, 2017 was called to order by Mayor Jimmy Thompson at 7:07 P.M.

**ATTENDANCE:**

Mayor Jimmy Thompson - Present  
Councilor Elizabeth Klein - Present  
Councilor Leota Childress – Present  
Councilor DeLise Palumbo - Absent  
Councilor Glen Boreth – Present  
Councilor Cindy Dragowsky - Present  
Councilor Keith Swigart – Present

**STAFF IN ATTENDANCE:**

Dan Huff, City Manager - Present  
Gerald Fisher, Public Works Director - Present  
Chaunee Seifried, Finance Director - Present  
Rod Lucich, Police Chief - Absent  
Nancy Ide, Interim City Recorder – Present  
Diana Hadley, Library Director - Absent  
Chad Jacobs, City Attorney – Absent

**2. COMMUNICATIONS, PRESENTATIONS, and PUBLIC COMMENT**

Lynn Deshler, (Clackamas County Health and Housing) Oregon City, OR. Ms. Deshler presented council with an electronic presentation and update from 2015 about the homeless situation in Clackamas County. This is an effort that the County takes part in every two years as a nationwide effort. This is to count the homeless populations and those who take part in homeless assistance programs. The count this time took place on January 23, 2017. (The full report can be viewed as attached.) (Formerly agenda item 3a)

**3. ADOPTION OF THE AGENDA**

Councilor Childress made the motion to approve the amended agenda of October 11, 2017 with the addition of item 7b Resolution number 2017-14 Retention Schedule and was seconded by Councilor Boreth. Motion carries (6-0), all ayes. (Formerly item 4)

**4. CONSENT AGENDA**

- a) NA

**5. ORDINANCES, RESOLUTION AND PROCLAMATIONS**

- a) **Discussion and/or Action on Ordinance Number 2017-08 A Ordinance of the City of Molalla, Adopting/replacing The Development Code.** CM Huff goes into a brief description of the items that were discussed at the last meeting, 1. Alter the drive-through business standard, 2. Parking requirements for multi-family housing, 3. Examine proposed standards in the C-2 zone regarding building orientation

**Minutes of the Molalla City Council Regular Meeting**  
**Molalla Adult Center**  
**315 Kennel Ave., Molalla, OR 97038**  
**Wednesday, October 11, 2017**

---

requiring structures be placed along street frontage. After which time Dennis Randazzo 1851 NE 60<sup>th</sup> Portland, OR. ProCom Commercial Group, LLC speaks to council regarding his most recent conversation with CM Huff specific to “transparency” the 60% requirement in the outlined section 17-3.2 specifically D5 would literally exclude many of my current tenants and any regional or national tenant that could be interested in Molalla. I would propose the 60% requirement be amended to 20% so potential tenants are not discouraged from coming to Molalla in serious negotiations.

- Mayor Thompson opens for discussion and presents his take on the issue. He believes there is enough latitude but suggests if lower to 20% that the remaining 60% be made up by some type of art work and possibly create another board to approve or weigh in on the proposal such (as the Confederated Tribes of Grand Ronde or the Arts Commission).
- Councilor Boreth suggests that council approve the code as presented by Planning Commission to adhere to the timeline of the grant. The changes suggested to be made should be discussed at a later date and not rushed.
- Councilor Childress asks CM Huff for the specific timeline for the grant and CM Huff states by the end of October. Childress refers to verbiage submitted by CM Huff from other cities and she particularly likes Gladstone’s language. She agrees with Councilor Boreth to address these issues at a later date.
- Klein, agrees that we need to adhere to our grant criteria. She likes Mayor Thompson’s scenario.
- CM Huff explains that at the last meeting council discussion results were to remove the parking on duplex, the drive through and building orientation language from the revised code and revisit these at a later date. CM Huff continued to explain that he believes council needs to address the three issues tonight and meet our grant obligation. Then council could turn around and further discuss the transparency question at a later date.
- Council President Klein asks staff if they feel that this new code gives them the flexibility needed to move through the process better than the previous code. CM Huff replies that yes it does. Klein asks if getting the new code in place would really help projects to move forward and CM Huff believes that it will.
- Boreth wants to include the parking language as presented by Mayor Thompson.
- Mayor Thompson wants to include the language for drive-through as presented by Councilor Klein.
- Childress wants to see chapters in another document documenting the driveway spacing standards in regards to drive-through as necessary, Mayor Thompson is not in support of this type of documentation since it would need further action when the

**Minutes of the Molalla City Council Regular Meeting**  
**Molalla Adult Center**  
**315 Kennel Ave., Molalla, OR 97038**  
**Wednesday, October 11, 2017**

---

TSP changes occur. Gerald Fisher of Public Works explains to council the industry standard language that would address this very issue. CM Huff explains it even further to the council and the fact that with the TSP update it should address this issue.

A motion is made by Councilor Boreth to adopt the 2<sup>nd</sup> reading of Ordinance 2017-08 and amended Development Code with changes and is seconded by Councilor Dragowsky. 6-0 all Ayes. Removal of adjustment to parking on duplex, the drive through portion removal except the building orientation as it will come back.

A motion to adopt the Development Code with the changes suggested is made by Councilor Boreth and is seconded by Councilor Swigart. 6-0 all ayes.

- b) **Discussion and/or Action on Resolution Number 2017-14 To Adopt the State of Oregon Retention Schedule for Cities.** Interim City Recorder Ide presents the resolution and explains what the schedule is and why the city needs to have it. This gives the local government the authority to dispose of documents as necessary for systematic control.

Mayor Thompson points out this would include the Council as well and includes email. Ide this is more of a house keeping issue and to inform the public that the city is observing the State retention schedule.

A motion is made to approve Resolution Number 2017-14 and adopt the States Retention Schedule by Councilor Boreth and is seconded by Councilor Childress. Motion is approved 6-0 all ayes.

Mayor Thompson suggests to the Council an agenda item be added for the next council meeting regarding the SDC schedule/payment plan and how it works. It is the consensus of the council to bring it back at the next meeting..

**6. NEW BUSINESS**

- a) NA

**7. OLD BUSINESS**

- a) NA

**8. REPORTS AND ANNOUNCEMENTS**

- a) **City Manager, Huff** briefly describes a document presented to council which includes all city policies that staff could locate prior to goal setting. CM Huff also informs council that staff will be provided customer service training this month.

**Minutes of the Molalla City Council Regular Meeting**  
**Molalla Adult Center**  
**315 Kennel Ave., Molalla, OR 97038**  
**Wednesday, October 11, 2017**

---

- b) **Staff**, PWD Fisher explains the smoke testing effort that is currently happening in and around the city, staff sent out notifications to property owners explaining what they need to do if anything. Staff has advertised for interested applicants to apply for the Wastewater Master Plan Advisory Committee. PWD Fisher explains his insert regarding a possible truck route to keep large trucks off of newly renovated down town area. Mayor Thompson would like the Transportation Committee to weigh in on this possible truck route as well. Fisher also explains the city may need to discharge treated effluent staff has notified everyone according to our permit this is essentially clean water after it has been treated.
- Interim Recorder Ide explains to council she is excited to inform them that staff is making leaps and bounds on the new record center.
- c) **City Councilors**, Councilor Childress briefly touches on an upcoming meeting between the City and the Chamber regarding better relations and working together. Councilor Klein and Childress will be attending a Ford Community Building Summit Conference this weekend in Bend to share what has been done regarding Visioning process. Councilor Boreth thanked everyone involved in the recent MMC update it was a long process and everyone worked really hard on it. Councilor Boreth also attended the League of Oregon Cities Conference and briefly explains some advice he received there regarding notes and compiling them in a note book and then at the end of the year turning it into the city so they are all in one place. Councilor Klein also attended the League of Oregon Cities Conference and has a lot of notes to compile. Also on Saturday Klein voted on behalf of Molalla for a new League of Oregon Cities' board of directors at the annual conference. Klein also explains that one of the Cities received an award for their unique wetlands area which is used as part of their wastewater treatment system. It's very unique and a tourist attraction for visitors which includes bird watching, trails and information kiosks. Visioning phase two started; October 26<sup>th</sup> is the next meeting. There are several volunteers from phase one who will be continuing into phase two. The survey is also on-line now.
- d) **Mayor**, Thompson had nothing further.

**9. EXECUTIVE SESSION**

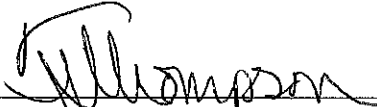
- a) NA

**Minutes of the Molalla City Council Regular Meeting  
Molalla Adult Center  
315 Kennel Ave., Molalla, OR 97038  
Wednesday, October 11, 2017**

---

**10. ADJOURN**

Motion to adjourn the October 11, 2017 meeting made by Councilor Boreth Councilor Swigart seconded. Motion carried (6-0), all ayes at 8:35 pm.

  
\_\_\_\_\_  
Mayor, Jimmy Thompson

11/10/18  
\_\_\_\_\_  
Date

ATTEST:

  
\_\_\_\_\_  
Dan Huff, City Manager