



City of Molalla
City Council - Regular Meeting
Minutes – July 10, 2024
Molalla Civic Center | 315 Kennel Ave. | Molalla, OR

CALL TO ORDER

The Molalla City Council Meeting of July 10, 2024 was called to order by Mayor Scott Keyser at 7:00pm.

COUNCIL ATTENDANCE

Present: Mayor Scott Keyser, Council President Jody Newland, Councilor Leota Childress, Councilor Terry Shankle, Councilor Eric Vermillion, Councilor Raelynn Botsford, and Councilor Darci Lightner. Grace Peterson, Student Council Liaison.

STAFF IN ATTENDANCE

Dan Huff, City Manager; Christie Teets, City Recorder; Mac Corthell, Assistant City Manager; Cindy Chauran; Finance Director.

APPROVAL OF AGENDA

Council President Newland requested that Item 7A, Resolution No. 2024-11: Adopting a Natural Hazard Mitigation Plan, be moved to the July 24, 2024 Council meeting.

ACTION:

Council President Newland made a motion to remove Item 7A, Councilor Vermillion seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

CONSENT AGENDA

- A. Work Session Meeting Minutes – May 22, 2024
- B. Work Session Meeting Minutes – August 9, 2023
- C. City Council Meeting Minutes – June 26, 2024

ACTION:

Councilor Botsford moved to approve the Consent Agenda; Councilor Vermillion seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

PRESENTATIONS, PROCLAMATIONS, CEREMONIES

- A. OLCC License Request – Michelades y Antojitos El Perico, LLC.

ACTION:

Council President Newland moved to approve the OLCC License Request; Councilor Shankle seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

PUBLIC COMMENT

None.

PUBLIC HEARINGS

None.

ORDINANCES AND RESOLUTIONS

- A. ~~Resolution No. 2024-11: Adopting a Natural Hazard Mitigation Plan~~

Removed from Agenda, rescheduled for July 24, 2024 meeting.

B. Resolution No. 2024-12: Declaring the City's Election to Receive State Revenue Sharing

ACTION:

Council President Newland made a motion to approve Resolution No.2024-12; Councilor Vermillion seconded.

Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

C. Resolution No. 2024-13: Certifying All Requirements to Receive State Shared Revenues Have Been Met

ACTION:

Councilor Botsford made a motion to approve Resolution No. 2024-13; Councilor Vermillion seconded. Motion passed 7-0.

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

NAYS: None.

ABSENTIONS: None.

GENERAL BUSINESS

A. Resurfacing Program Update

Assistant City Manager Corthell provided an update in the City's Resurfacing Program. Detailed information is provided in the Staff Report. (Pg. 79)

B. Community Development Quarterly Report

Assistant City Manager Corthell shared the Quarterly Report with Council, describing projects in detail. Mr. Corthell commended James Clifton, Water Treatment Operator, for his efforts in Public Works. (Report attached to these Meeting Minutes.)

C. Library Board Opening

City Recorder Teets announced an opening on the Library Board. Interested parties may contact her directly.

STAFF COMMUNICATION

- City Manager Huff shared that the 4th of July week went very well. Six event permits for July 4th only were issued, meaning that the community is very involved right now. Mr. Huff also announced that the LOC Conference will be held in Bend this fall, he would like Council to decide who will participate.
- Finance Director Chauran provided an update regarding this years audit, it is scheduled for September. Ms. Chauran also announced that our new Office Specialist began on July 1st and is a great addition to staff.
- City Recorder Teets announced that Planning Commission applications are still being received. She also reminded voters to register on or before October 15th for the upcoming November General Election.
- Assistant City Manager Corthell shared that the Water Treatment Plant earned an Outstanding Performance Award from Oregon Health Authority. He also announced that all funding for the new Wastewater Treatment Plant has been secured.

COUNCIL COMMUNICATION


- Student Council Liaison Peterson thanked volunteers that helped with the Rodeo and the Giant Street Parade. She encouraged folks to volunteer to help with the Parade next year. Miss Peterson commented on small businesses thriving on reviews. She noted that often people leave only poor reviews, and the importance of giving a business a positive review when you receive good customer service.
- Councilor Lightner promoted activities for Teen's at the Molalla Library, as well as Music in the Parks events throughout the summer.
- Councilor Botsford thanked City Staff, specifically Police and Public Works, for their help with the Giant Parade. She also offered her condolences to the Luttrell Family, who experienced a death in the family during the July 4th week.

- Councilor Vermillion expressed his gratitude to Molalla Police for their involvement with the Giant Street Parade.
- Councilor Shankle had nothing to report.
- Councilor Childress had nothing to report.
- Council President Newland commended staff and community members for the great 4th of July week. Parks CPC will focus fundraising on the equipment for the younger kids at Fox Park. Fairwinds and Flying Axes is hosting a Parks CPC fundraiser on July 20th. Garage Sale items are being accepted, and the sale is on July 25-27th.
- Mayor Keyser complimented the Police Department and appreciated their hard work at the Parade. He announced a change in the Car Show venue to Clark Park, as it is normally held at O'Reilly's. The VFW will be onhand to make pancakes, along with the Feedshack and Church of Smoke. He offered his prayers and condolences to the Luttrell family. Mayor Keyser is on the Safety Committee for the Molalla Corridor. He has contacted ODOT regarding signs that caution people to "Slow Down" in the the corridor. Mayor Keyser will attend the OMA Conference in Klamath Falls next week.

[For the complete video account of the City Council Meeting, please go to YouTube
"Molalla City Council Meetings – July 10, 2024"](#)

ADJOURN

Mayor Keyser adjourned the meeting at 8:04pm.



Scott Keyser, Mayor

ATTEST:



Christie Teets, CMC - City Recorder

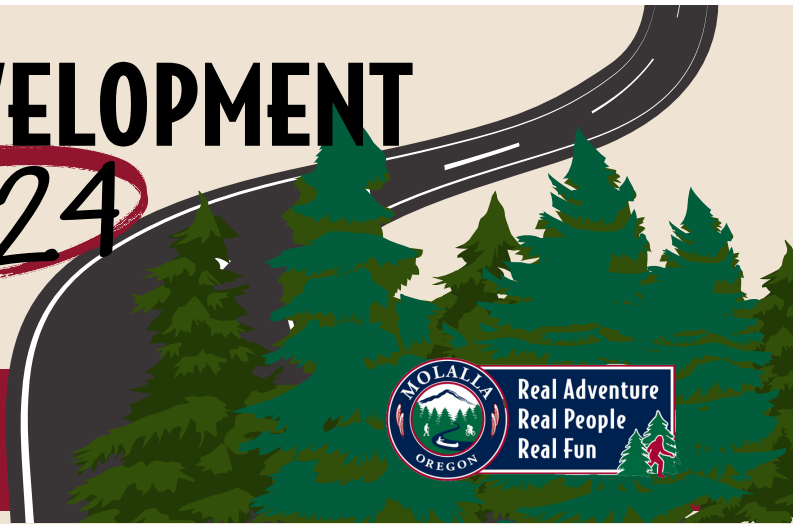
Attachments:

- Community Development Department Report

COMMUNITY DEVELOPMENT REPORT Q2'24

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What's Inside

- pg 2. PLANNING - Land Use & Permitting
- pg 3. PLANNING - Long Range Planning
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- pg 12. PUBLIC WORKS - Maintenance

Community Development Department

The Community Development Department is made up of the Planning Division, Public Works Division, Economic Development Section, and Code Compliance Section. Below is a summary of the activities of each Division and/or Section over the past Fiscal Year (2023-2024), as well as a list of accomplishments and goals for Fiscal Year 2024-2025.

Department-Wide Goals for Fiscal Year 2024-2025

Main Goal	Tasks
iWorQ Work & Asset Management Platform	<ul style="list-style-type: none"> ● Development ● Implementation
Granicus Website	<ul style="list-style-type: none"> ● Overhaul ● Implementation
Molalla Forest Road at Chief Yelkus Park	<ul style="list-style-type: none"> ● ROW Encroachment Reconciliation
Railroad Right of Way	<ul style="list-style-type: none"> ● Acquisition

PLANNING

Land Use & Permitting

The Planning Division manages all development and permitting processes required to develop in Molalla and is supported by Clackamas County Building Codes, Molalla Fire District, and several state agencies as applicable for a given development.



Application Type	NEW	Approved	Open
<i>Pre-Application</i>	11	11	0
Zoning Letter	6	3	3
Building - Residential	11	10	0
Building - Comm/Ind/Pub	6	5	0
Type 1 - Other	80	73	0
Type II	2	1	0
Type III	4	4	0
Type IV	2	2	0
Final Plat	5	4	1
Council Appeals	0	0	0
LUBA Appeals	0	0	0
<i>*Note - withdrawn or migrated applications are not accounted for in this table.</i>			

House Bill 2415 - Electronic Permitting

This bill requires all cities over 10,000 in population to provide an electronic permitting platform by January of 2025. To comply with that requirement, the City reviewed several options and determined that the most practical and cost-effective option for Molalla is a system called iWorQ. Planning and Engineering Staff have worked tirelessly to build the platform and is currently in beta testing with a projected go-live date of 8/1/24.

PLANNING

Long Range Planning

The Planning Division is currently engaged in multiple long-term planning processes to ensure the City's historic growth is managed in the best way possible under the law. Through these processes, city staff endeavors to preserve the small town feel of Molalla while simultaneously ensuring the people of Molalla reap the maximum benefits of managed growth.

House Bill 2003

Housing Production Strategies (HPS)

What is the HPS? The HPS is adoption of a set of housing production strategies to amend to the Comprehensive Plan for implementation over a 10-year period.

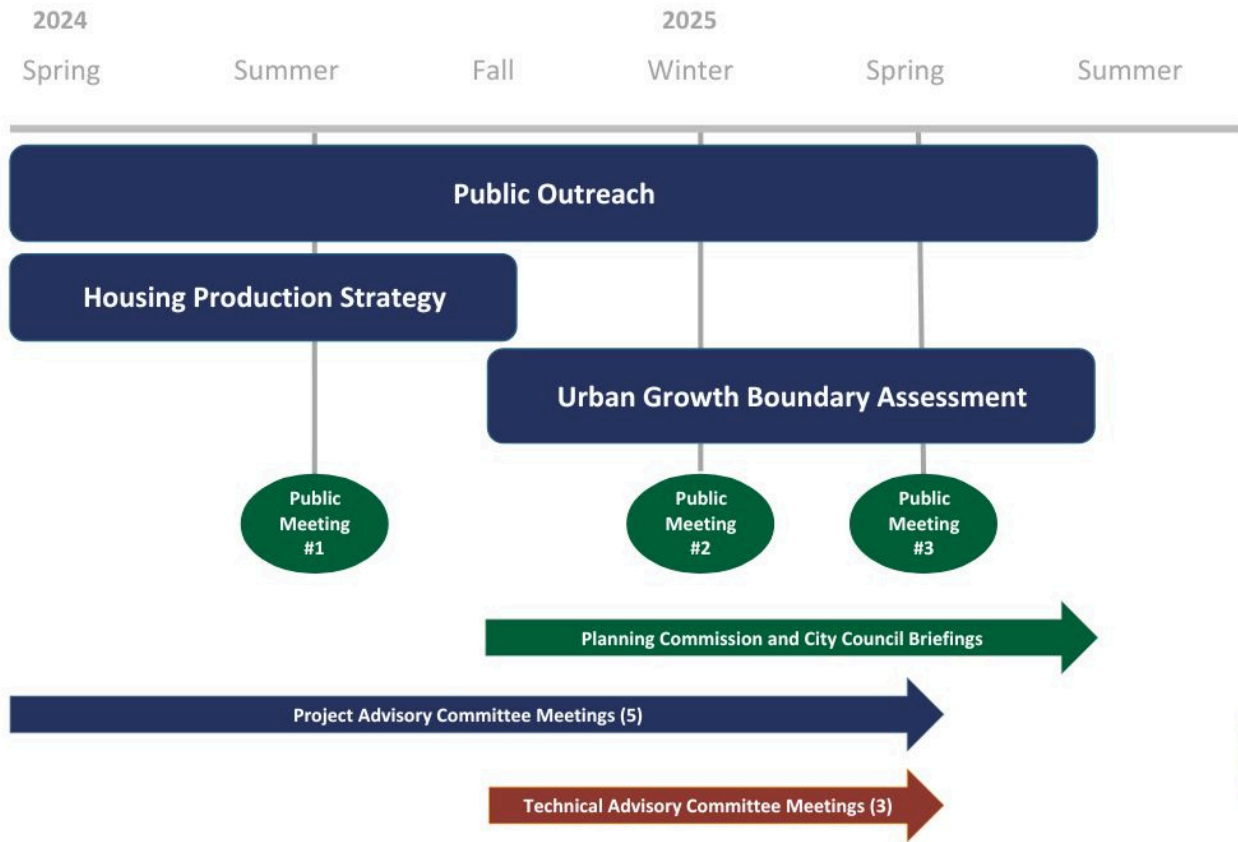
Why are we completing the HPS? The HPS is a requirement of House Bill 2003 for City's over 10,000 in population.

How is this project funded? This project is funded by 2 grants obtained by City Staff plus a \$10,000 cash and in-kind match.

Who is involved in the HPS? The project is spearheaded by the Planning Division with support from consultant 3J Planning. Significant public outreach has taken place including a town hall, community survey, planning commission review, and City Council review. Additional public outreach will be completed in conjunction with finalization of a draft HPS document.

Project Status: The City and consultant have met with the Project Advisory Committee, a group of community stakeholders, to review a contextualized housing memorandum. The final product is projected for City Council review and adoption in September of 2024.

21-16 Urban Growth Boundary (UGB) Amendment



Molalla Current Page: <https://current.cityofmolalla.com/urban-growth-boundary>

The Sequential UGB Process

Approved by City Council, County Board of Commissioners and DLCD

Department of Land Conservation and Development (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.

Housing Needs Analysis and Buildable Lands Inventory (HNA/BLI)

Approved by City Council as an amendment to the Comprehensive Plan on 7/26/23 (Ord. 2023-07)

This work was funded by a grant obtained by City Staff with a \$5k cash and in-kind city match. The HNA/BLI is the first step in the Sequential UGB Workplan. This study analyzes existing conditions, undeveloped land, underdeveloped land, and infill opportunities for the residential zones, then reconciles it against the 20-year projected growth line to determine how much additional acreage will likely be needed to facilitate residential growth and all of the public accoutrements that come with it (e.g. roads, schools, parks, etc.).

Employment Opportunities Analysis and Buildable Lands Inventory (EOA/BLI)

This analysis and inventory are currently in-work with projected completion by 12/31/24

This work is funded by a grant obtained by City Staff with a \$5k cash match.

The EOA/BLI is the second step in the Sequential UGB Workplan. This study analyzes existing conditions, undeveloped land, underdeveloped land, and target industries for the Commercial and Industrial Zones, then reconciles it against the 20-year projected growth line to determine how much additional acreage will likely be needed for employers to provide job opportunities to the growing population of Molalla, and all of the necessary accoutrements to that (e.g. roads, etc.).

The public engagement process for this initiative is still ongoing. Currently a project advisory committee composed of local stakeholders is meeting on a regular basis. Additionally, direct stakeholder meetings are planned to take place over the next few months along with Planning Commission review and input, and City Council review, input, and adoption.

Efficiency Measures, Sufficiency Assessment, Study Area Identification & Evaluation

This work has been contracted and will be performed in the following timeframe: 10/1/24-6/1/25

This work is funded by a grant obtained by City Staff with a \$5k cash and in-kind match.

In a nutshell, this work includes ensuring all efficiencies that can reasonably be taken to minimize the quantity of land needed to meet demand over the 20-year planning horizon, have been planned – then discounts the total land need accordingly. Next, the study area is identified (typically 1 mile from the city limits in all directions), and evaluated for a set of criteria such as soil quality, serviceability, and the like.

Once the evaluation is complete, the land that best fits the criteria and meets the 20-year land need is identified and the final expansion procedures begin (e.g. Council Approval, County Approval, State Approval, potential challenges and referendums, and so on).

22-32 Parks Master Plan

What is the Parks Master Plan? The Parks Master Plan is the document that provides City Staff direction for policies, improvements, and capital projects related to the City's parks and trails systems.



Molalla Current Page: <https://current.cityofmolalla.com/parks-trails-master-plan-update>

Why are we updating the Parks Master Plan? The Parks Plan, like all Master Planning Documents, provides for a planning horizon (10-year for parks), but as the plan is executed and conditions within the City change, the plan must be updated to reassess the situation given all of the changes that occur. Molalla's plan is now 10-year old and in desperate need of updating!

How is this project funded? The project is funded by a combination of Parks Capital Funds and Parks System Development Charges.

Who is involved in the Parks Master Plan? The project is spearheaded by the Planning Division with support from consultant Cameron McCarthy Landscape Architecture and Planning. Significant public outreach has taken, and will take place including a community survey with approximately 400 responses, direct outreach at several community events, regular meetings with the Project Advisory Committee, a townhall meeting, Parks CPC review, Planning Commission review, City Council review and adoption. Additional public outreach will be completed.

Project Status: This project is currently underway with completion project by January of 2025.

PLANNING – ACHIEVEMENTS & GOALS

Achievements for Fiscal Year 2023-2024

Master Planning Initiatives COMPLETED

23-02 Emergency Operations Plan	21-16 Sequential UGB Process Approval	21-16 Housing Needs Analysis & BLI
23-02 National Hazard Mitigation Plan	21-16 Housing Production Strategies - Draft Complete	

Molalla Municipal Code Updates COMPLETED

Bars & Tavers	PSP Zone Reconciliation
Bonding Requirement Reconciliation	Enterprise Zone Expansion

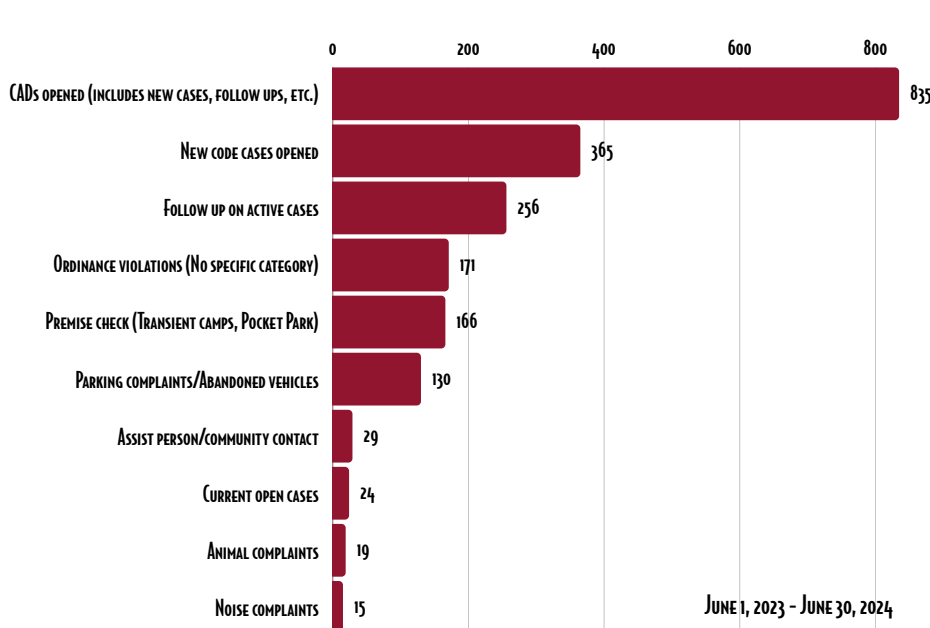
Other: Contract Planner for Overflow - Mid-Willamette Valley Council of Governments, Electronic Permitting Procurement and Development

GOALS FOR FISCAL YEAR 2024-2025

- 21-16 Complete Employment Opportunities Analysis & BLI
- 21-16 Maintain Schedule for UGB Studies
- 22-32 Complete Parks Master Plan Update
- Develop & Implement InHouse Occupancy Tracker
- Develop Master Planning Document Workplan
- Complete Island Annexations
- Complete Electronic Permitting Implementation
- Complete Park Dedication & Fee in Lieu Ordinance
- Complete Mural Ordinance
- Assist in Development & Implementation of PW Work & Asset Management Platform
- Assist in Development & Implementation of New City Website



CODE COMPLIANCE



Additional information

Code Compliance is responding to an increased number of abandoned vehicle and garbage accumulation complaints. A developed process for these complaints and a working rapport with members of the community has resulted in quicker and lasting compliance. Code Compliance has responded with flyers and informational posting regarding parking and garbage removal standards.

The Ant Farm / Community Connect partnership continues to benefit the city with camp cleanups on public AND private property. Recently, camps have been located on property owned by private parties. These camps have been cleaned up to prevent continued activity and those areas continue to be monitored. Ant Farm has assisted several people in the community with vegetation clean ups, mitigating fire risk and providing a service to the Citizens of Molalla. Code Compliance has recently worked with several property owners on noxious vegetation violations. This initiative is almost complete with most properties inside the city now in compliance with noxious vegetation standards. This significantly reduces fire danger within the city limits.

CODE COMPLIANCE ACHIEVEMENTS & GOALS

Achievements for Fiscal Year 2023-2024

1. Developed Code Compliance Web Page on the Molalla Current
2. Designed and Implemented Code Compliance Program
3. Designed and Implemented Homeless Outreach Liaison Program
4. Designed and Implemented Hazard Mitigation Public Outreach Program
5. Integrated Code Compliance into Business License and Development Review Processes
6. Outfitted Code Compliance Officer with vehicle, uniforms, and other equipment as needed.
7. Cleared backlog of over 300 cases from multiple years prior to advent of the new program.
8. Joined the Oregon Code Enforcement Association and attended the annual conference
9. Heavily supported development of the Emergency Ops Plan, and National Hazard Mitigation Plan
10. Cleaned up and removed multiple transient camps from Molalla Parks and Private property.
11. Developed and fostered a strong partnership with Ant Farm Youth services for assistance in vegetation removal, and homeless camp removal
12. Reviewed potential bee ordinance with City Council presentation.

	<i>GOALS FOR FISCAL YEAR 2024-2025</i>
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	● <i>Public parking lot ordinance</i>
<input type="checkbox"/>	● <i>Noise ordinance</i>
<input type="checkbox"/>	● <i>Chicken ordinance</i>
<input type="checkbox"/>	● <i>Emergency Management Training</i>
<input type="checkbox"/>	● <i>Finalize Hazard & Code Outreach Program</i>
<input type="checkbox"/>	● <i>Code Compliance Webpage</i>
<input type="checkbox"/>	● <i>Emergency Management & Hazard Mitigation website</i>
<input type="checkbox"/>	
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ECONOMIC DEVELOPMENT

The Economic Development Section is focused on business retention, business recruitment, and business assistance. This section was unmanned until April of 2024 when the Community Development Technician role was created and filled. This provided 0.35 FTE's to the Economic Development Section.

The work of this section will initially consist largely of bolstering Molalla events and other tourism to help draw consumers to the area. As the section continues to develop, employment land marketing, business recruitment, and relationship building will be added to the primary duties. Finally, other economic development programs will be explored by city staff and the City Council to determine what programs would be most effective and desirable in Molalla.

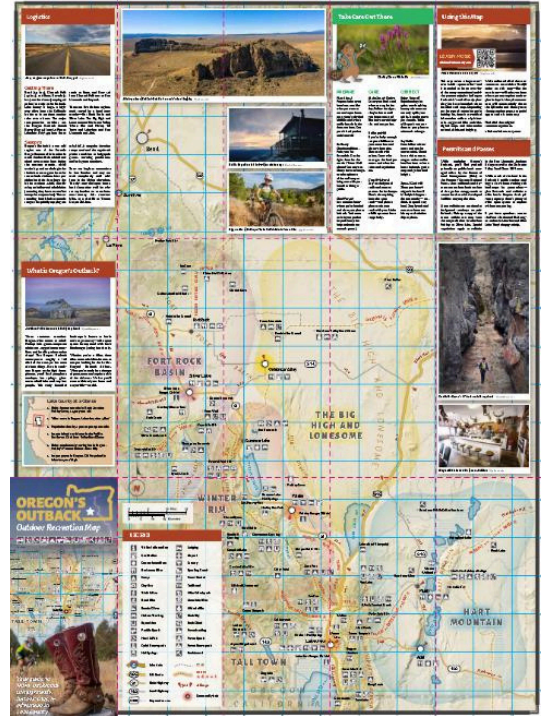
Despite being largely unmanned over Fiscal Year 2023-2024, the Economic Development Section was able to accomplish some exciting and impactful initiatives, with even more planned for this coming year!

ACHIEVEMENTS FOR FISCAL YEAR 2024-2025

- Travel Oregon Destination Ready Action Project: Outdoor Recreation Maps were developed, printed, and distributed to tourist destinations around the region.
- Molalla Events Page (current.cityofmolalla.com), and events calendar published in the city newsletter.
- Became members of SEDCOR whose mission is to find and cultivate economic opportunities in the Willamette Valley.
- Hired a 1/3 staff member to man the Economic Development section.

GOALS FOR FISCAL YEAR 2024-2025

- Continue training Community Development Technician
- Economic Development Webpage
- Industrial & Commercial Land Marketing Strategy
- Live/Work/Play Video
- Sidewalk Improvement Program Buildout
- Social Services Webpage
- Begin Business Outreach and Engagement



PUBLIC WORKS

The Public Works Division is comprised of the Engineering Section, Public Works Maintenance Section, Water Treatment Plant Section, and Wastewater Treatment Plant Section. Together, these sections are responsible for capital improvement, maintenance, and operations of the City's Water System, Wastewater System, Stormwater System, Transportation System, and Parks System.

Engineering Section

The Engineering Section is involved in every capital project that occurs in the City, and several of the maintenance projects on capital systems. Additionally, they manage the City's new Building Maintenance Program.

In addition to managing most of the projects below, the Engineering Section is integrally involved in the Master Planning processes, and the development and implementation of the public permitting platform.

ACTIVE PROJECTS

PUBLIC INFRASTRUCTURE PROJECTS

DEVELOPER INFRASTRUCTURE PROJECTS

18-04

Biosolid Dewatering/Hauling

19-10

WWTP Upgrade

21-02

Molalla Forest Road at Chief Yelkus Park

21-09

Chief Yelkus Park

21-13

Water Leak Survey & Repairs

21-15

S Molalla Ave 12" Water Main

22-04

New 2.0mg Water Reservoir

22-12

RWUP Update

22-19

MFR Resurface/Reopen

22-21

Section Street

22-24

Water System PRV's

22-29

Water Intake Structure Move & Reconstruction

22-31

Stormwater Master Plan

17-20

Sawyer's (Frontage on Toliver)

22-09/23-06

Bear Creek Apartments Phase 1 & 2 (Frontage on OR211 & Ona)

22-11

River Meadows Subdivision (Rachel Lane)

23-07

Stone Place Partition (S Leroy Ave Extension)

24-01

Leza Estates Subdivision (Toliver & Hezzie)

23-10

609 E Heintz Partition (Frontage on Heintz)

24-03

370 Metzler Multi-Family

24-04

1400 Fountain Way Expansion

22-07

Cascade Place Multi-Family

22-02

510 E Main St C-Store

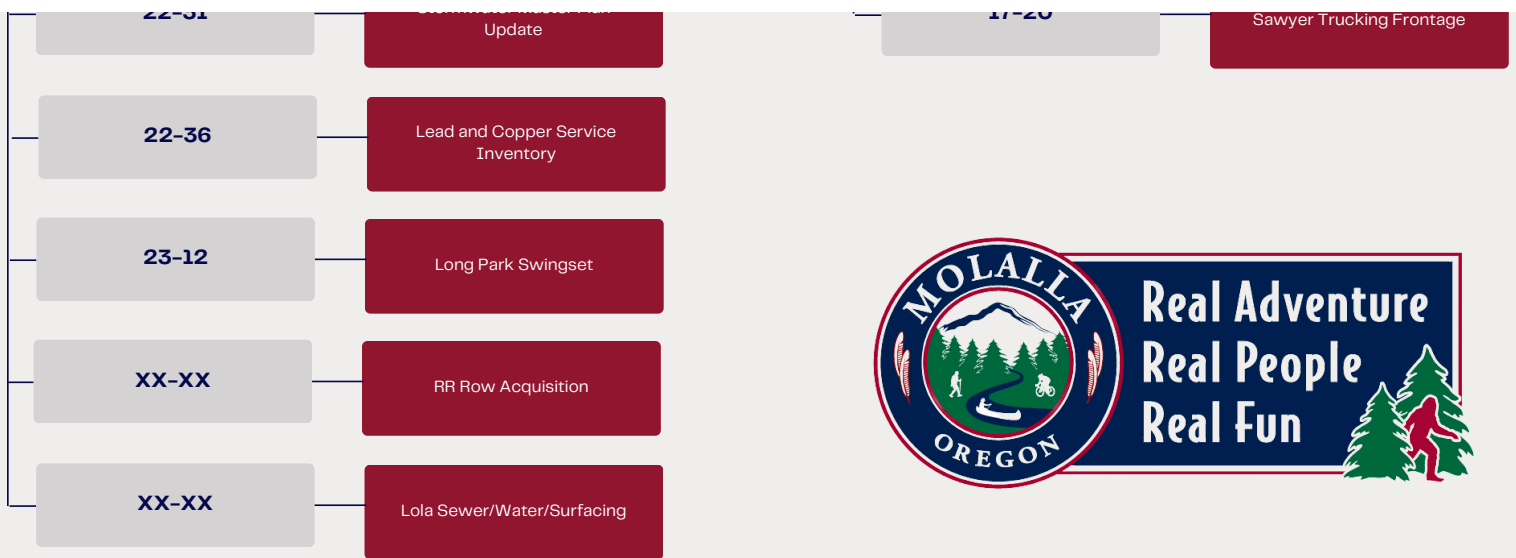
19-04

Cascade Center Commercial

18-16

Hix Tractor Supply

17-20



Completed Project List

23-04 Sewer Rate Model Update	22-05 WTP Tracer Study	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	23-11 TMDL 5 Year Plan Update	23-05 Long Park Pickleball Courts
20-03 Eckard, Lola, 2nd Water/Sewer/Surfacing	18-08 Toliver & OR-213 Roundabout	21-10 Civic Center CDBG Project	22-02 Center Market
22-07 Cascade Place Apartments	22-13 Goodwill	22-16 Starbucks	22-23 5th St Duplex

PUBLIC WORKS - Maintenance

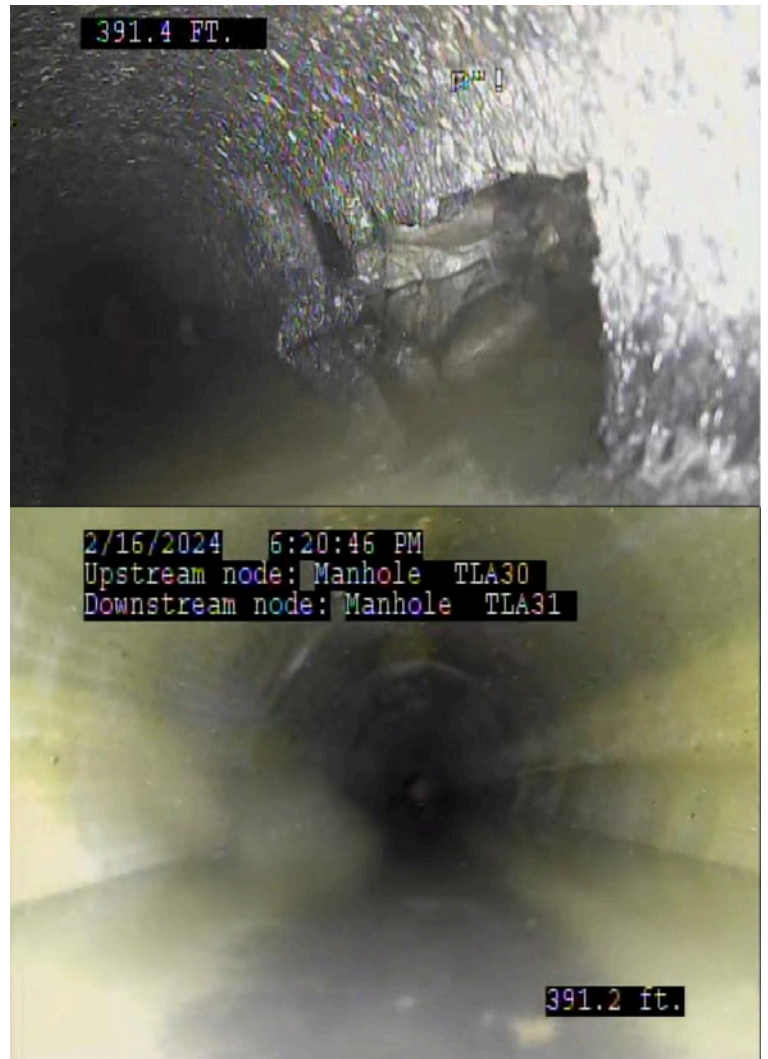
Sewer Collections – Cured in Place Piping

Following the successful 2023 completion of CIPP (Cured in Place Pipe) on Toliver Rd and S Molalla Ave, the City moved forward with a larger scale project for 2024.

This restoration of our deteriorating sewer mains was completed March of 2024 with a total of 5,100 linear feet lined. CIPP is the process of pulling a liner through the sewer main that is hardened via UV light. This process helps to eliminate water intrusion (I&I), roots, and re-establishes the life of the pipe as if it were new. The cost of this is approximately 20 cents on the dollar of a full dig out and replacement of the sewer main.

With this process, the City will be able to repair approximately 5 times the amount of pipe, limit the impact on the community and complete projects in a matter of days or weeks compared to months of a full dig out project.

Right: The pictures show the **Before** and **After** of the CIPP lining on East Main Street sewer main line.



Park Maintenance

The arrival of spring has our Maintenance crew very busy in the parks. Throughout the City, the Maintenance crew maintains approximately 50 acres of park and field that require mowing, spraying, weeding, tree trimming, etc. Crews also maintain the restrooms and garbage daily and perform any necessary repairs to the facilities.

Right: Long Park in the Spring after regular maintenance by the Public Works Maintenance Crew.



Water Distribution – Leak Repair & Flushing



With the recent warm weather, our Maintenance Division is beginning to see an increase in the number of service line leaks that are surfacing. Our crew has completed 5 water repairs during the first 2 quarters of the year and 1 more has been reported in the last week.

Depending on the location and severity of the leak, our crews will either do a full dig out and replacement of the line or find the exact location of the leak and place a repair band around the leak.

Left: A water leak later repaired by the Public Works Maintenance Crew.

Crews have also been busy flushing dead-end water mains. This ensures that citizens do not have stagnant water sitting in the main and scours the pipe to remove any sediment buildup within the pipe.

Stormwater Management – Clearing Catch Basins, Ditches, and Detention Ponds

Throughout this rainy season, our Maintenance crew has been working hard to prevent any flooding issues in the City during our major rain events. During rain events, you will see them out clearing catch basins, ditches, and detention ponds of debris. Some areas in town are not accessible to our equipment and they will even be digging ditches out by hand if necessary.

Right: A stormwater management ditch that was hand cleared and hand dug by the Public Works Maintenance Crew.



Street Maintenance – Pothole Filling, Crack Sealing, Resurfacing

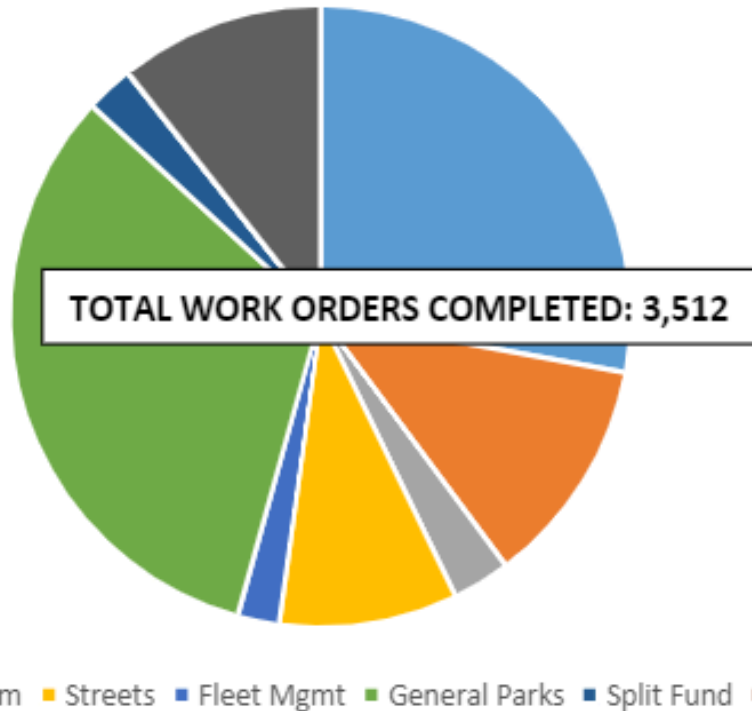
As weather allows, City crews have been busy filling potholes around the City. For the first quarter, the maintenance crew has put down approximately 9 tons of cold mix asphalt throughout town. Crews also recently completed a dig out and temporary patch of a severely degraded section of asphalt on the East 7th Street cul-de-sac. This section of road had no asphalt or gravel left and heavy vehicles were driving on bare clay that was directly over the water main. This work not only improved the driving experience for residents, but also served to protect the City's water distribution system from a catastrophic break

Right: The Public Works Maintenance Crew removes and replaces a degraded piece of asphalt on East 7th St.



Public Works Maintenance Statistics

Completed Work Orders 7/1/23 -6/30/24



PUBLIC WORKS - Operations

Water Treatment Plant

Outstanding Performance! The 2023/24 fiscal year started with the achievement of Outstanding Performance awarded from the Oregon Health Authority.

Outstanding performance is awarded to public water systems that have displayed their ability to meet all source, treatment, distribution, monitoring and reporting requirements. This is achieved through an onsite water system survey for the purpose of evaluating the system's capability of providing safe drinking water to the public. This was a great accomplishment and set the tone for the Water Treatment Plant as the remainder of the fiscal year has been geared towards continuing these efforts in operational efficiency, plant improvements, and special projects. The Water Treatment Staff have worked diligently, making great strides in achieving their goals this prior year.

Production. The table below shows the total treated water in gallons and average daily demand in million gallons per day for the most recent fiscal year as well as prior fiscal year for comparison.

	Total Treated, gallons	Average Daily Demand, MGD
FY 23/24	383,756,000	1.05
FY 22/23	379,612,000	1.04

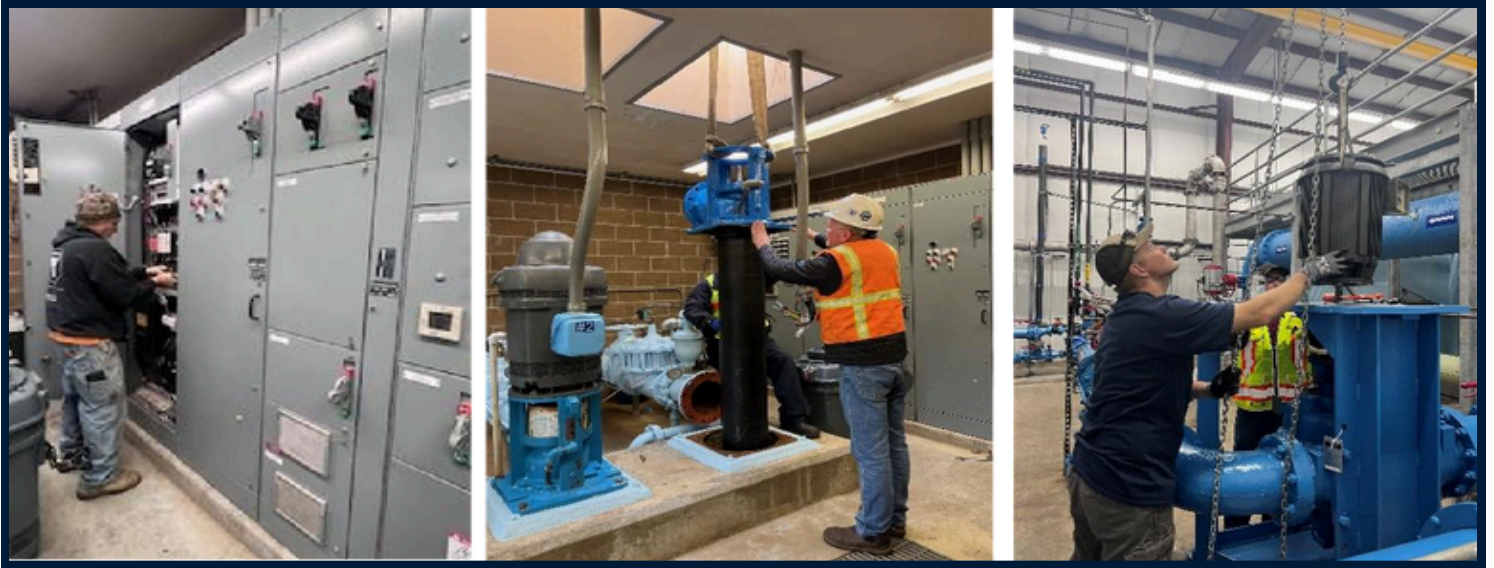
Operations & Maintenance Projects. The Water Plant's preventative maintenance program has been an integral part of maintaining consistent operations as well as redundancies of critical assets. Staff were active this past year to ensure equipment was maintained to continue to deliver an uninterrupted supply of water.

- **SCADA Upgrade.** WTP staff completed an upgrade of the Supervisory Control and Data Acquisition (SCADA) system. The system when originally installed only provided viewing capabilities of operations. With the completion of the upgrade, staff have the ability to control and adjust certain operations remotely. This was a successful achievement as this has both significantly increased operational efficiency and increased response time in critical events allowing for maintained operations. Staff plan to build on the next phase of the SCADA improvements in this next fiscal year in addition to security upgrades.

- **Energy Trust-**Staff collaborated with Energy Trust of Oregon to conduct studies of potential energy saving incentives. The purpose of the study was to look at ways to reduce operating costs. The study was completed with a few energy saving incentive projects identified that would provide cash incentives if implemented, staff plan to explore these opportunities in the near future.

- **Intake Pump Rebuild-** The 100hp influent pump at our intake station has been rebuilt and inspected. The pump was originally removed for decreased flow output and shaft wear. The pump was installed successfully and is operating once again at its designed capacity.

- **Trident #1 Effluent Pump Motor Replacement** -Staff worked with a contractor to replace Trident Filter #1's effluent pump motor with a redundant backup rebuilt motor onsite. The motor needed replacement ahead of the long filter run season and has since been inspected and rebuilt for future redundancy.



IMPROVEMENT PROJECTS - In an ongoing effort to preserve and maintain our facility assets/infrastructure, staff have worked hard to make necessary improvements.

- **Trident Grating**-Staff worked with a contractor to install additional grating to the trident filters as part of WTP's safety upgrades.
- **Flooring**- The aged flooring in the laboratory/office area of the Water Treatment Plant was replaced.
- **Intake/Plant Pipe Painting**- A substantial amount of in-house maintenance on the piping at the Intake facility and the Treatment Plant has been completed. The piping was epoxy coated to prevent corrosion and to extend its life cycle. This was a high-ranking improvement project as the piping plays an important role in the transmission of water to and from the plant process.



Regulatory Compliance Projects

- **Lead Service Line Inventory.** The city is on track in meeting the upcoming deadline to submit the Lead Service Line Inventory to the Oregon Health Authority in October of this year. The preliminary work has been completed and public works staff continue to move forward with the completion of physical inspections throughout the distribution system. The public works crew have completed almost two thirds of the inspections and WTP staff

have begun work to insert the data into the final report.

- **Tracer Study.** WTP Staff supported Dyer Engineering in the work to complete an updated Tracer Study as identified in the Water Master Plan. Tracer studies are required by OHA to review the system's ability to meet disinfection contact time to inactivate pathogens. The study provides other vital information on the systems hydraulics, flow and mixing patterns, or potential short circuiting as the water moves through the reservoirs. Oregon Health Authority has reviewed and approved the recent tracer study conducted and the city continues to meet regulatory requirements.

Other Projects. Staff have been occupied with various other special projects this year to increase operational performance.

Coagulant Study-Staff assisted our chemical supplier engineer to conduct a coagulant study of the various coagulants and filter aids that may be more efficient for treatment of current water quality parameters. We were able to test a different coagulant that is more efficient and could provide savings in chemical costs. Staff plan to perform a test of the new coagulant this year to see if this would be a viable option.

- **Filter Performance Testing**- Staff have completed a series of thorough tests to evaluate the filtering capabilities of our trident filters. The test looked at both the adsorption clarifiers and media filters. The tests helped staff to determine if the solids removal through the filters was still optimal and whether the media is due for replacement.



PUBLIC WORKS

ACHIEVEMENTS & GOALS

Achievements for Fiscal Year 2023-2024

Over the past few months as the winter weather has come in our flow have come up but the Wastewater Treatment Plant has been able to perform and keep up well. Even with repairs. So far in the Months of January, February, and March we took on approximately 119 MG of flow into the plant and sent out approximately 176 MG of clean Effluent water to the Molalla River.



The wastewater Treatment Plant crew takes advantage of the nice days in January-March to keep a clean and organized facility.

Maintenance is continually being performed on equipment at the WWTP. To the left WWTP staff completing operational cleaning

done to our Chlorine contact basin a few times a year.



To the right this winter's ice storm and power outages knocked out one of our aerators and the crew had to pull it out and get it repaired and back into service.



We had a small leak on our discharge pipe to the River in the Effluent Pumping Bldg.



The gasket inside the flange failed and leaked. If left alone, especially with chlorinated water (extremely corrosive) this would have only gotten worse. We had this replaced and with good coordination between the plant staff and the contractor we were able to get this repaired in less than a day. Ensuring minimal shut down time during our highest flow period of the year.

We were able to recognize one of our outstanding staff members, James Clifton, for his hard work and selfless dedication to the Molalla Community. He received the Wastewater Treatment Operator of the year award from OAWU.



Aside from the small projects and the day-to-day work to keep the plant operating. We have exciting news for the WWTP and our community. We have gone out to Bid on our New Wastewater Construction. Signaling the start of a new phase in all the hard work that many people in our organization and other have put in. This will bring Molalla into the newest generation of wastewater treatment and provide our staff with more flexibility for treatment. We will have a plant that can handle our community's growth for the next 20 years+. This will help prime us for the providing services for our growing community and Industry that can help promote local gainful employment.

Operations & Maintenance Projects. Please note that the Wastewater Treatment Plant has less projects than other sections due to also having lead on the most significant project in Molalla

currently, and possibly in Molalla's history, the overhaul of the Wastewater Treatment Plant itself.

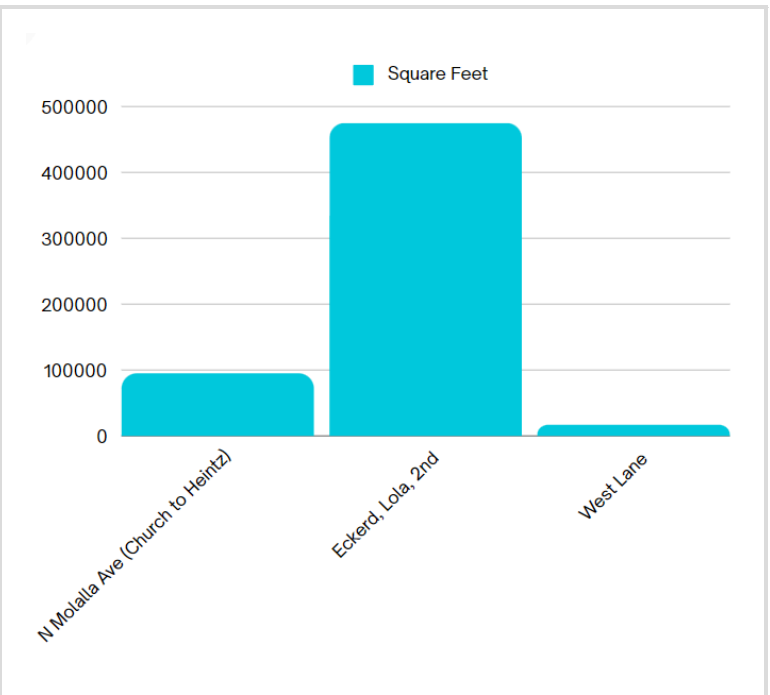
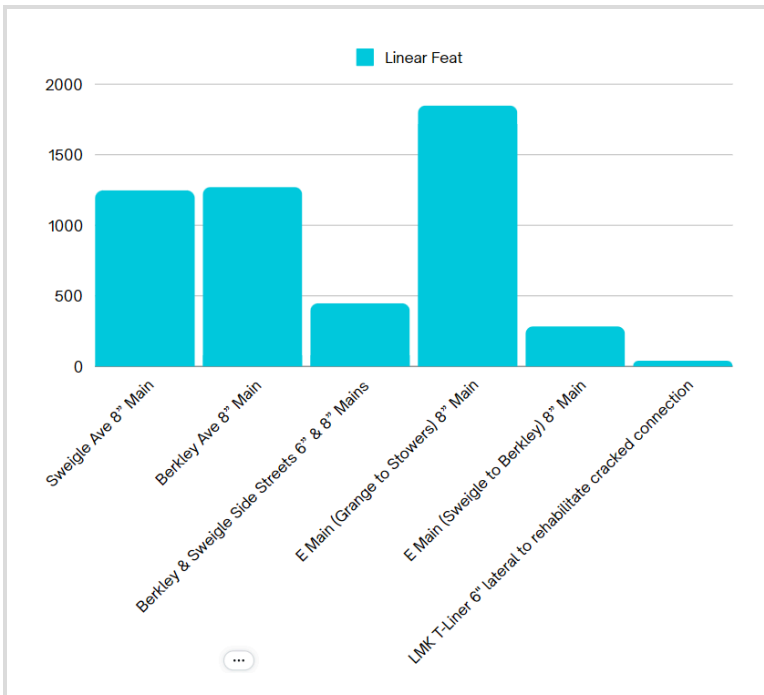
19-10 WWTP Upgrade

BG1(irrigation gun) Repaired

Rebuilt Media Filter #4

Remove and replace leaking flange on the 24" Effl...

Emergency Backup Generator Rebuild



Goals for Fiscal Year 2024-2025

GOALS FOR FISCAL YEAR 2024-2025

- Contract CIPP program for 5-year on-call contractor
- Continue progress on Wastewater Treatment Plant per Schedule Begin
- Begin preliminary work for Recycled Water Use Plan Update
- Complete biosolids removal for 2024
- Water Internship Program
- Water Intake Pump #1 Rebuild
- Water Reservoir Ladder Repair
- Complete 2mg Tank Property Acquisition and Pre-design Work
- Begin Water Intake Pre-Design and Begin BRIC Grant Application
- Complete Lead/Copper Service Line Inventory
- Complete Water Service Line Repairs
- Improved Water conservation program
- Complete Stormwater Master Plan
- Develop and Implement Stormwater Maintenance/Management Program
- Complete Section St. Overlay