



AGENDA

MOLALLA CITY COUNCIL WORK SESSION

August 28, 2019

6:30 PM

Molalla Adult Center

315 Kennel Ave, Molalla, OR 97038

Mayor Keith Swigart

Council President Elizabeth Klein

Councilor Leota Childress

Councilor DeLise Palumbo

Councilor Terry Shankle

Councilor Jody Newland

Vacant Seat

1. CALL TO ORDER AND ROLL CALL

2. DISCUSSION ITEMS

- A. Meeting Minutes from Work Session – August 14, 2019
- B. Food Cart Ordinance Update and Discussion

3. ADJOURN



Minutes of the Molalla City Council Work Session

Molalla Adult Community Center
315 Kennel Ave., Molalla, OR 97038
August 14, 2019

THE MOLALLA CITY COUNCIL WORK SESSION of August 14, 2019 was called to order by Mayor Keith Swigart at 6:30pm.

COUNCIL ATTENDANCE:

Mayor Keith Swigart – Present
Councilor Elizabeth Klein – Present
Councilor Leota Childress – Absent
Councilor DeLise Palumbo – Absent
Councilor Terry Shankle – Present
Councilor Jody Newland – Present
Vacant Seat

STAFF IN ATTENDANCE

Dan Huff, City Manager - Present
Christie DeSantis, Interim City Recorder - Present

DISCUSSION ITEMS

A. Art and Culture Commission/Committee

City Manager Huff presented Molalla Vision: Focus Areas (Exhibit A) to Council, suggesting that subcommittees be created for projects in the City. Individual committees could dissolve once the project has completed, or simply meet as needed.

Councilor Klein described how other cities apply this process to their focus areas. Each group is independent of one another, posting positions that each committee would follow the same structure as an autonomous group that still has to report to Council periodically. The City acts as the fiscal agent, is a recognized group by the City, if there is a project that engages City resources, then that could be an avenue.

Councilors discussed the difference between commissions and committees. It was agreed by Council that it would be best for there to be an Arts and Culture Committee, so they could have City support, without the City funding the Committee. The Council feels that it is the most fiscally responsible way to support each committee, opposed to funding a commission.

Mr. Huff stated that Commissions take staff time; Council did not feel that was an appropriate use of staff time. Committees would take care of their own duties and responsibilities, reporting or consulting with the City as needed.

B. Winter Banner Project

Mr. Huff presented a DRAFT MOU for Winter Banner Project (Exhibit B).

Councilor Shankle presented some of the options that the Chamber has created for Winter Banners.

Mr. Huff spoke with Bob Jones, Chamber President, regarding how soon 40 banners could be completed. There was no set time indicated. Council will need to approve the Winter Banners before they are created.

The decision was made that the Winter Banner Project will be placed on the next Council agenda so that a formal decision can be made.

Mayor Swigart adjourned the meeting at 6:59pm.

Keith Swigart, Mayor

Date

ATTEST:

Christie DeSantis
Interim City Recorder

Molalla Vision:

Focus Areas

A Resilient Community

that passionately recognizes and builds on its history, culture, and location.

Welcoming, Friendly and Vibrant Community

with an attractive hometown feel that is safe, hospitable, and inclusive of all residents, businesses and visitors

Economically Sound

and growing community which is evident in the diversity of businesses, partnerships, education, innovation and the strong work ethic of its people

Full-Service Resource Hub

within the region that is recognized for connecting people with enterprise and for providing central access to our regional resources

Beautiful and Tranquil Area

where people are deeply connected to its unique natural features



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MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is made effective as of **DATE**, by and between the City of Molalla, an Oregon Municipal Corporation (“City”), and the Molalla Area Chamber of Commerce (“Chamber”).

WHEREAS, there is a need to coordinate a community project, the “Winter Seasonal Banners” administered by the City.

WHEREAS, the City has agreed to accept responsibility for the Winter Seasonal Banner donation toward an existing program;

THE CHAMBER AGREES, to the following:

- 1. Provide 40 winter banners by **September 15, 2019**.
- 2. Provide funding in a “to be determined” amount for future maintenance.
- 3. Banner designs shall be selected through a coordinated process.
- 4. Banners shall be designed with 18 oz. block-out banner material.
- 5. Banners shall have UV inhibiting liquid laminate.
- 6. Chamber shall provide a 4-year manufacturer guarantee for maintenance and repairs.

THE CITY AGREES, to the following:

- 1. Assume ownership, maintenance and storage responsibility following banner installation.
- 2. Install the banners on October 1 and remove banners on January 31.

IN WITNESS THEREOF, the City and the Chamber have executed this agreement as of the date written above.

Accepted By:

Dan Huff, City Manager (“City”)

Bob Jones, President (“Chamber”)

Date: _____

Date: _____

City of Molalla City Council Meeting



Agenda Category: Work Session

Subject: *Food Cart Ordinance Update and Discussion*

Action: *Consider policy questions relating to a potential food cart ordinance*

Date of Meeting to be Presented: *August 28, 2019*

Fiscal Impact: *None*

Background:

In May 2019, City Council expressed interest in having staff research options for specific regulations, allowing food trucks/carts on private property in Molalla. Staff is now ready to begin this project. As a kick-off, staff is seeking feedback, discussion and consensus with the City Council on the following policy questions, before proceeding with public involvement for this project:

- 1) **Should food trucks/carts be allowed on private property in Molalla?**
- 2) **If so, where should they be allowed?**
- 3) **How many food trucks/carts should be allowed on one property before a public hearing is required?**

SUBMITTED BY: Alice Cannon, Planning Director
APPROVED BY: Dan Huff, City Manager

Food Cart Regulations: Update and Project Kick-Off

City Council

August 28, 2019

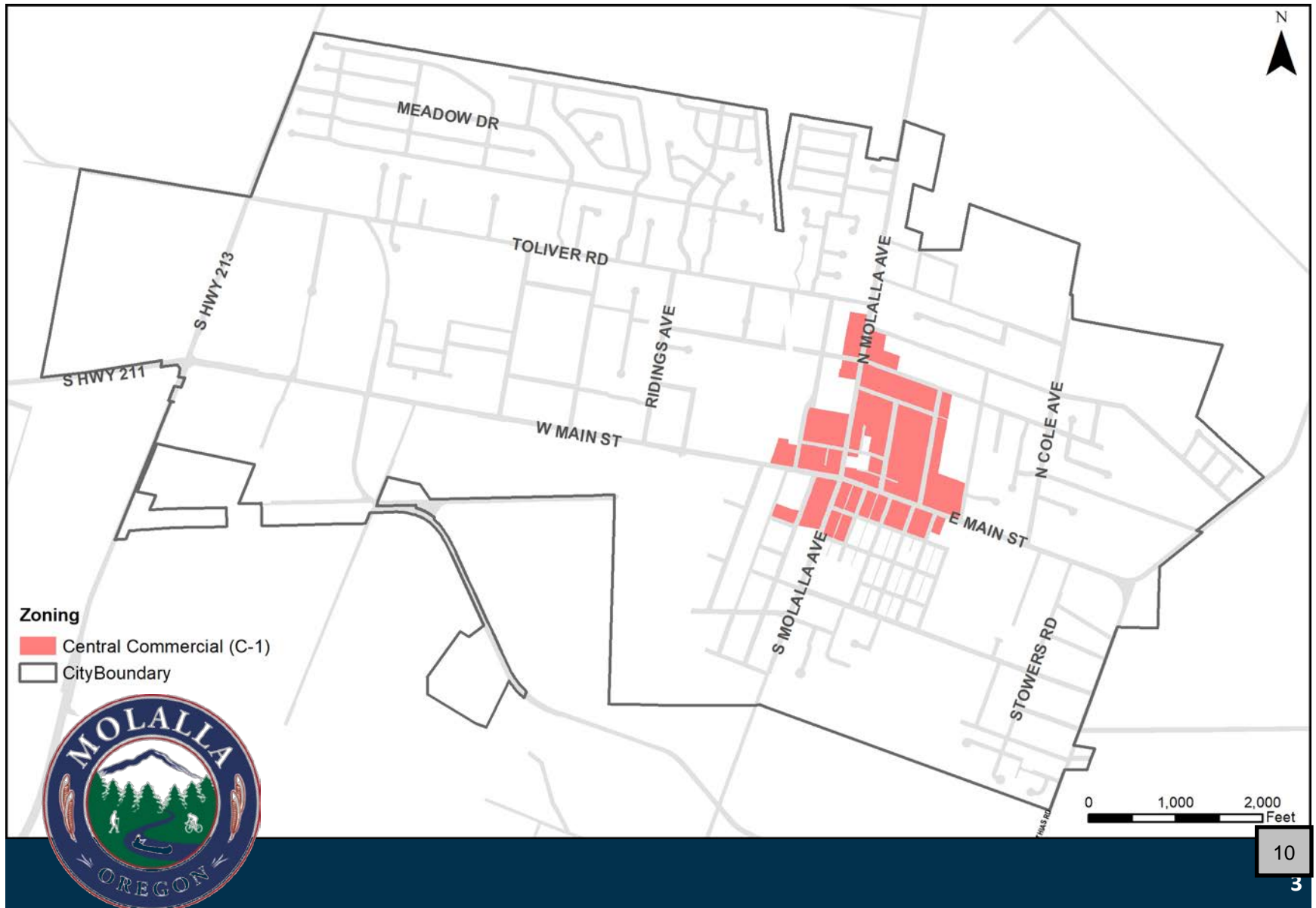


Key Policy Questions

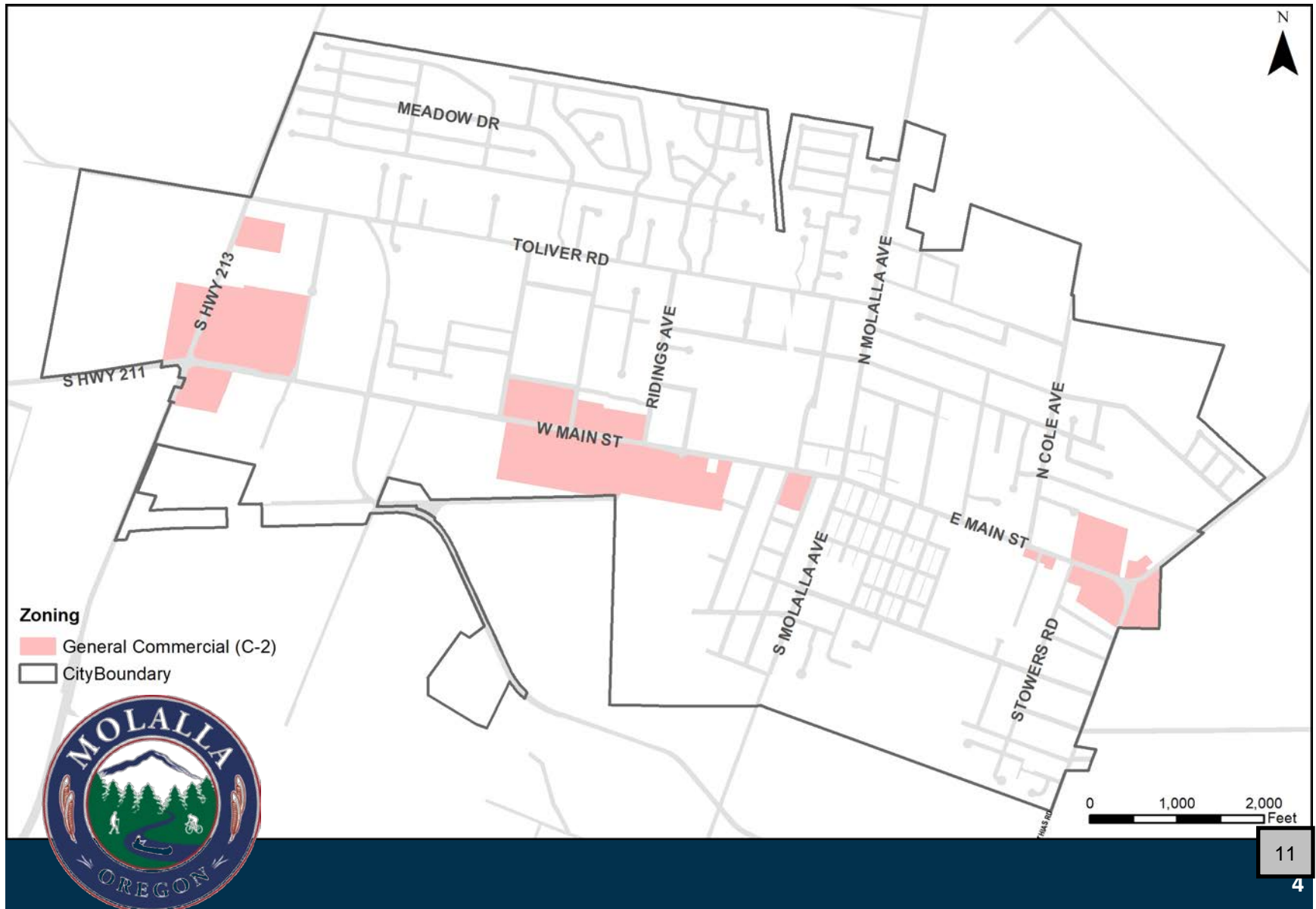
1. Should food trucks/carts be allowed in Molalla?
2. If so, where should they be allowed?
3. How many food trucks/carts should be allowed on one property?
4. What types of design standards should apply?



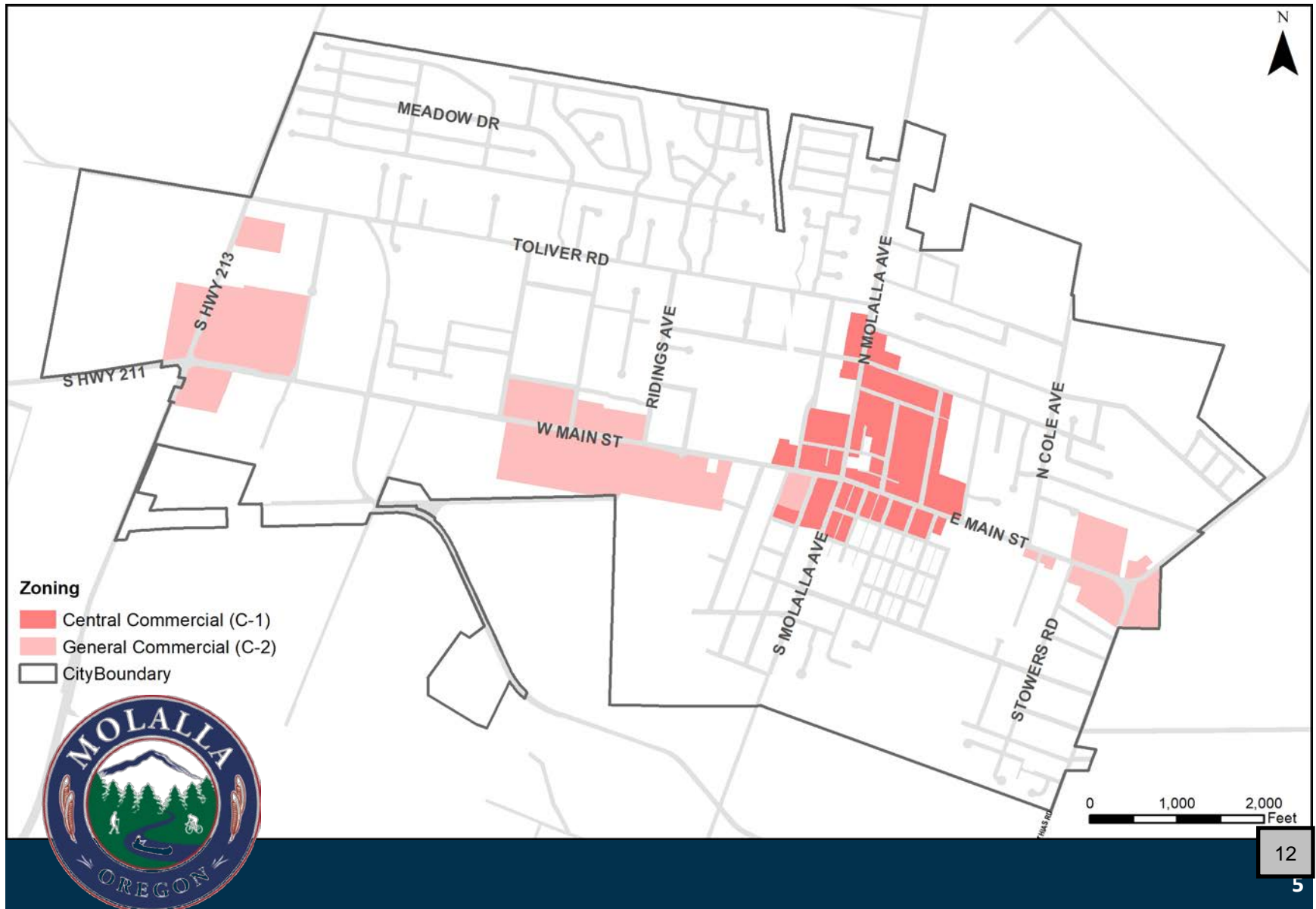
Central Commercial (Downtown) District



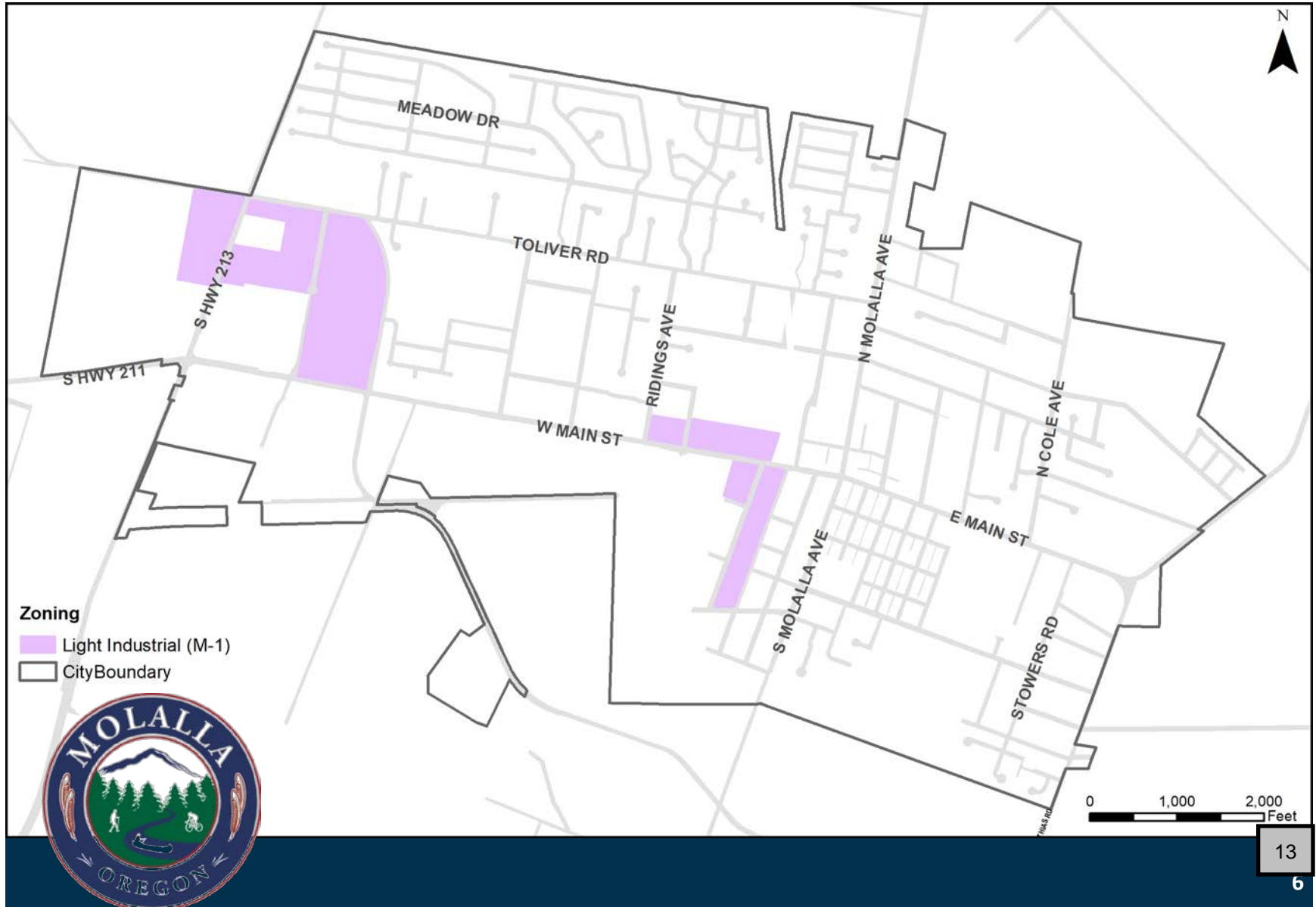
General Commercial Districts



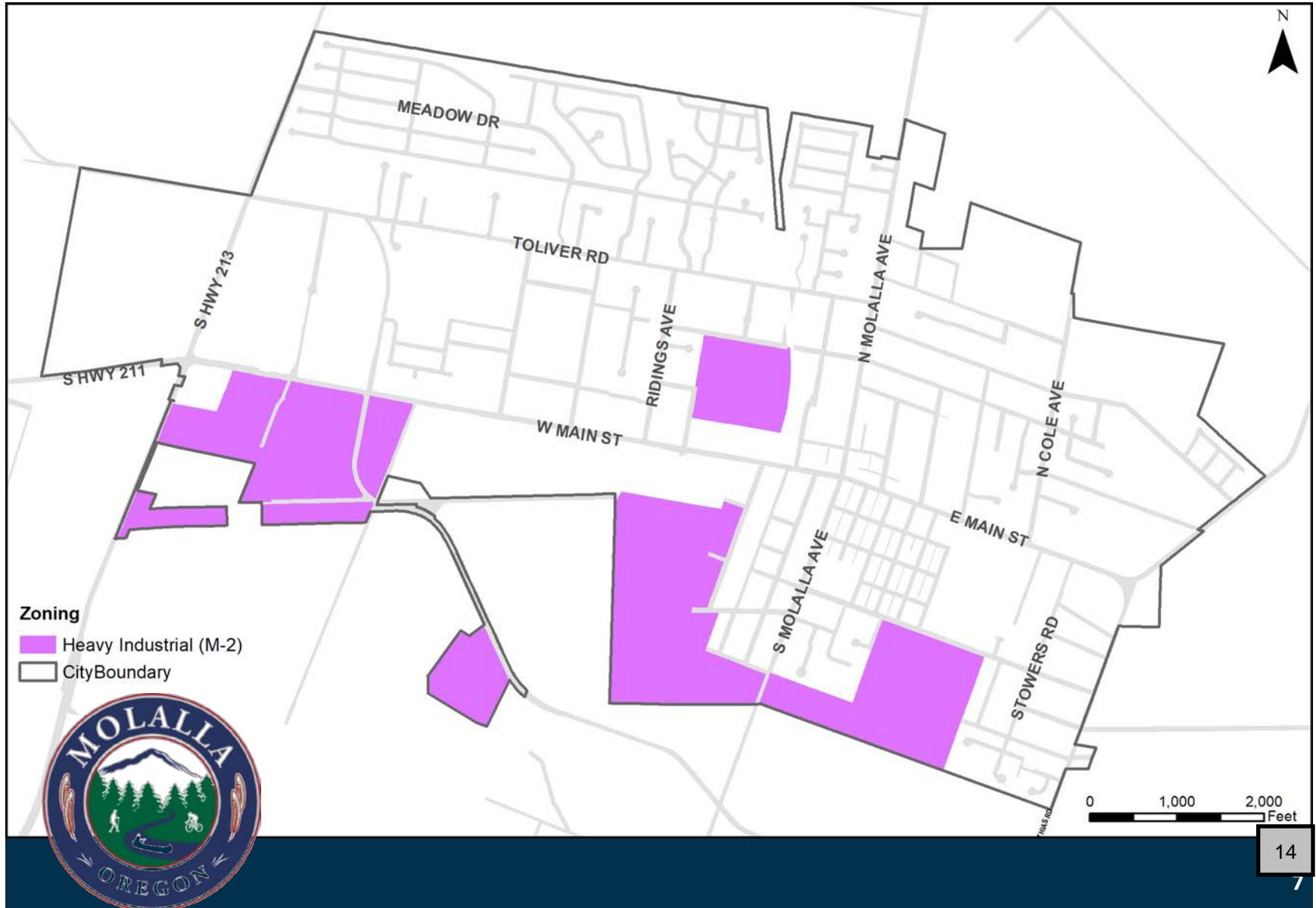
All Commercial Districts



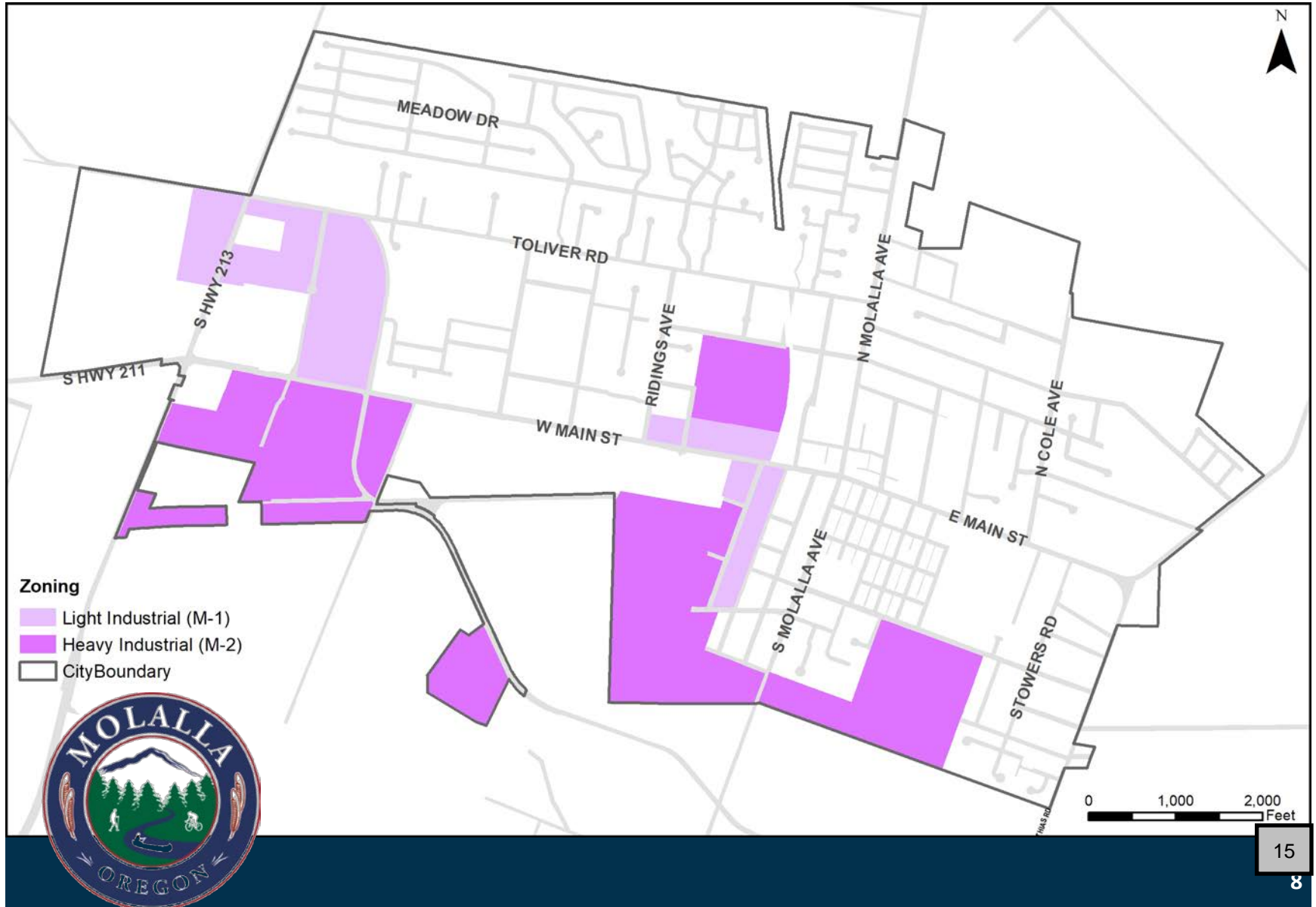
Light Industrial Districts



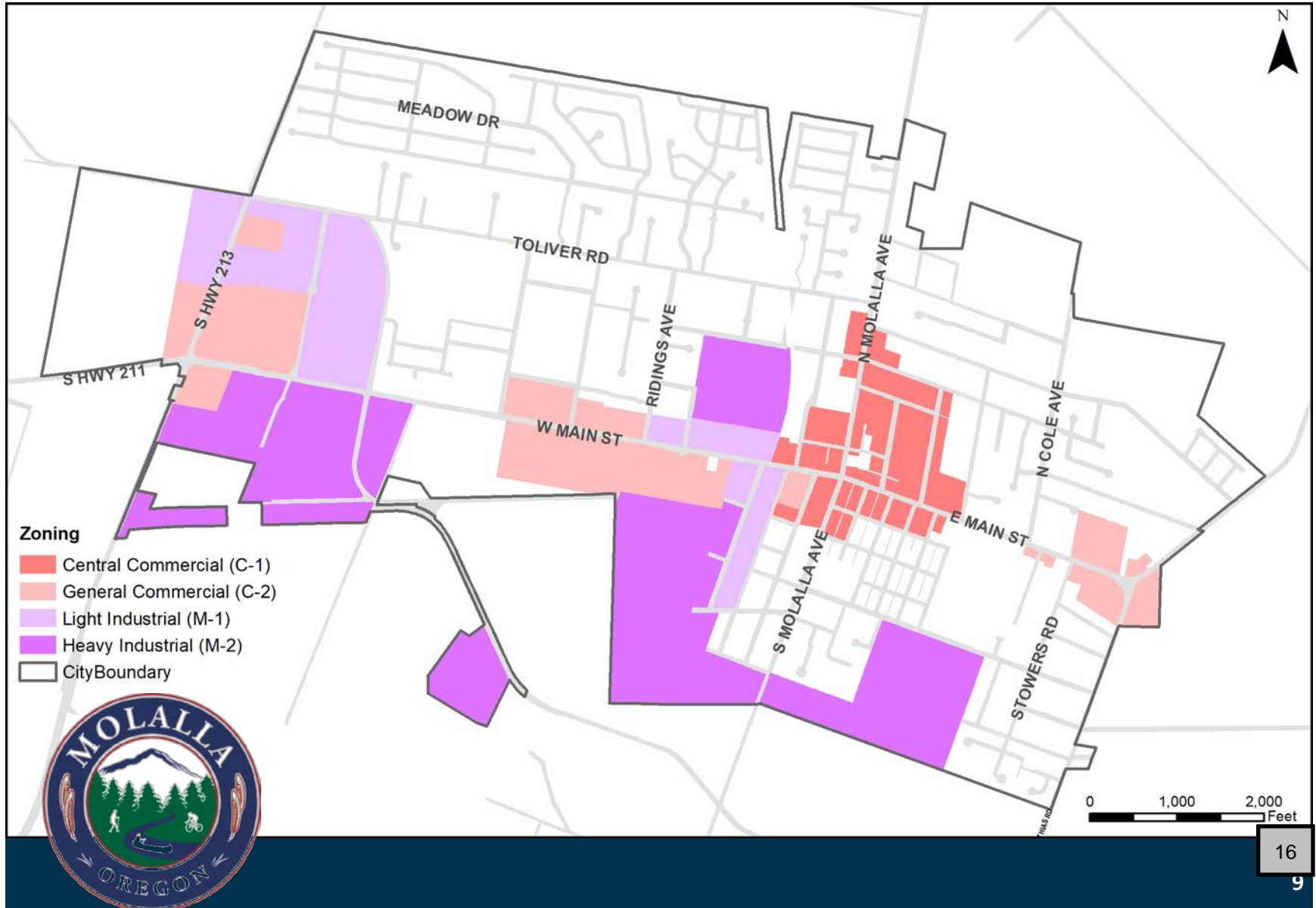
Heavy Industrial Districts



All Industrial Districts



All Potential Districts



Next Steps

- August 28, 2019: City Council Work Session
- Fall 2019: Public Involvement Survey for general public and restaurant owners
- Winter 2020: Policy Discussions w/ PC and CC
- Winter/Spring 2020: PC and CC to consider draft ordinance

