

City of Durham
CITY COUNCIL MINUTES
September 25, 2018

- A. OPEN REGULAR COUNCIL MEETING.** Mayor Schirado opened the Durham City Council meeting at 7:30 PM at Durham City Hall.
- B. ROLL CALL.** *Council Present:* Gery Schirado, Chris Hadfield, and Keith Jehnke
Council Absent: Leslie Gifford and Chuck Van Meter
Staff Present: City Administrator Linda Tate, Administrative Assistant Lynn Schroder
Public Present: none
- C. JULY 24, 2018 COUNCIL MINUTES.** Councilor Hadfield moved to approve the minutes of the July 24, 2018, City Council meeting. Councilor Jehnke seconded the motion. The minutes were approved unanimously (3-0). **MO 092518-1**
- D.** Mayor Schirado read the **CALENDAR OF MEETINGS.**
Tuesday, October 2, 2018, Regular Meeting of the Planning Commission canceled, no agenda items
Tuesday, October 23, 2018, Regular Meeting of the City Council at 7:30 pm, Durham City Hall
- E. PUBLIC FORUM.** None.
- F. PLANNING COMMISSION UPDATE.** The Planning Commission did not meet in September 2018.
- G. ANNUAL VISIT FROM POLICE CHIEF BILL STEELE.** Postponed
- H. DISCUSSION OF STREET STANDARDS.** In February, the Council requested that the City Administrator propose street standards for Ellman Lane and Peters Road within the next 12 months. City Administrator Tate presented the City's current street standards. The Durham Comprehensive Plan classifies each street in Durham. Both the 2009 Durham Development Code and the 1987 Durham Circulation Plan have street standards. She asked the Council to provide guidance as to what else they wanted in the street standards.

Mayor Schirado noted that Peters Road has a 60-foot ROW but is classified as a Local Neighborhood Street. The standard ROW for a Local Neighborhood Street is 40 feet. Schirado did not think that Peters Road needed to be 60 feet wide. Jehnke agreed, noting that the standard for Neighborhood Collectors is a 50-foot ROW. Mayor Schirado stated that the existing Peters Road ROW and the street standards appear to conflict and either the standards or the Neighborhood Circulation Plan should be amended. He would like consistency between the street standards and the Circulation Plan.

Jehnke stated that the City could vacate the additional ROW on Peters Road, but the homeowners would have to agree to do so. Tate stated the 60-foot ROW on Peters Road is plated and that the City would need to go through a formal process with the County to vacate any portion of the ROW. One stated that the circulation plan pointed out the additional ROW and specified what actions could be taken upon development.

Tate stated that she did not think it was necessary to vacate a portion of the ROW. Tate stated property owners are not requesting that the City improve the street.

Councilor Hadfield asked if Ellman Lane and Peters Road should have the same designation as Neighborhood Collector. Tate stated that the 1987 Circulation Plan is just a plan. Tate stated that when the undeveloped land at the north end of Durham is developed, the roads would be designed based on the development needs using the standards in the DDC.

Schirado asked how the ROW is measured. Tate stated that Washington County has a map with survey points that are used to measure the ROW.

Jehnke stated that the Circulation Plan is out of date and needs to be updated so that the street standards are clear to developers. The Council directed Tate to get a quote from Curran McLeod to update the Neighborhood Circulation Plan and the street standards based on current conditions. Jehnke stated that the new Neighborhood Circulation Plan should include a walking path from Peters Road to Heron Grove. Hadfield stated that the Plan should also include a walking path from Afton Commons to Durham Park.

- I. PRESENTATION ON TREE CITY PROGRAM.** Administrative Assistant Lynn Schroder presented information from the Oregon State Department of Forestry about the Tree City USA program. Schroder presented the four requirements for becoming eligible to be named a Tree City USA. The Program requires the City to have a tree board or department, tree care ordinance, a tree care budget of at least \$2 per capita, and an Arbor Day proclamation and observation. The Tree City USA program emphasizes the environmental, financial, and public health benefits of trees to the community.

Schroder noted that a critical provision of the qualifying ordinance requires a program for public tree care and guidance on planting, maintaining and removing trees from public space. The City of Durham's ordinance does not have provisions for maintaining public trees. Additionally, the program requires on-going record keeping for an annual application process. Mayor Schirado stated that he did not feel that the City needed to add the administrative burden of the Tree City USA requirements. Councilor Jehnke agreed. Jehnke added that the City could reconsider the Tree City USA program if the Durham Tree ordinance is revised. Councilor Hadfield did not object to pursuing a Tree City USA designation but deferred to the Council consensus.

- J. ADMINISTRATOR'S REPORT.** Tate presented a spreadsheet on fiscal year-end fund balances for the years since 2006.

- K. FINANCIAL REPORTS.** Councilor Hadfield moved to approve the financial reports for August and September 2018, payroll checks 544 - 547, vendor checks 16281 to 16326, and electronic fund transfers totaling \$11,260.66. Councilor Jehnke seconded, and the motion passed (3-0). **MO 092518-2**

- L. COUNCIL COMMENTS.** The Council discussed the Tigard Water IGA. The Councilor Jehnke reiterated Durham's goal to have the agreement completed by December 30.

M. ADJOURN. Councilor Jehnke moved to adjourn the meeting. Mayor Schirado adjourned the regular meeting at 8:45 pm.

Approved:

GERY SCHIRADO, MAYOR

Attest:

LINDA TATE, CITY ADMINISTRATOR/RECORDER