

**City of Durham**  
**CITY COUNCIL MINUTES**  
**October 23, 2018**

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- 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, Leslie Gifford, and Keith Jehnke  
*Council Absent:* Chuck Van Meter  
*Staff Present:* City Administrator Linda Tate  
*Public Present:* Tualatin Valley Fire & Rescue Division Chief Kenny Frentress, Division Chief Kennedy, and Public Affairs Officer Kim Haughn.
- C. SEPTEMBER 25, 2018 COUNCIL MINUTES.** Councilor Hadfield moved to approve the minutes of the September 25, 2018, City Council meeting. Councilor Gifford seconded the motion. The minutes were approved unanimously (4-0). **MO 102318-1**
- D.** Mayor Schirado read the **CALENDAR OF MEETINGS.**  
**Tuesday, November 6, 2018,** Regular Meeting of the Planning Commission  
**Tuesday, November 27, 2018,** Regular Meeting of the City Council at 7:30 pm, Durham City Hall  
City Hall will be closed on **Monday, November 12** for Veterans Day and **November 22 and 23, 2018** for Thanksgiving.
- E. PUBLIC FORUM.** None.
- F. PLANNING COMMISSION UPDATE.** The Planning Commission did not meet in October 2018.
- G. ANNUAL VISIT FROM TUALATIN VALLEY FIRE AND RESCUE.** Mayor Schirado welcomed Tualatin Valley Fire and Rescue Division Chief Kenny Frentress. Chief Frentress presented the annual state of the district. He stated that TVF&R has responded to 83 calls in Durham this year. Emergency medical responses make up 76% of the calls in Durham. Fire responses make up 18% of the calls and services call the remaining portion of calls.
- Throughout the district, the number of calls is increasing. The call increase is correlated to population increases. In July, TVF&R annexed Newburg Fire District. TVF&R opened Station 55 on Rosemont Road in West Linn. Station 39 on McEwan Rd that will service Durham will open next year. The new station will have two apparatus bays, sleeping quarters, and a community room. With the new stations, all areas with the district are within 5 miles of a fire station resulting in reduced call response times throughout the district. TVF&R ranks in the top 3% of all US fire departments. TVF&R will place a levy renewal request to extend the current rate for five years on the May 2019 ballot.
- H. UPDATE ON COMPREHENSIVE PLAN WORK FROM CITY PLANNER.** Tate presented a quarterly update on the Comprehensive Plan update. She provided the first twenty pages of the draft Comprehensive Plan that addressed the first five goals prepared by the City Planner.

- I. ADMINISTRATOR'S REPORT.** Tate reported an incident with a person who appeared to be having a mental health issue at City Hall. Police responded and took him into custody. Councilors discussed security at City Hall. Mayor Schirado described protocols that have been put in place to address safety including locking the door when staff is alone, installing a doorbell, and delineating the public and private office space.

Tate presented a draft calendar of meetings and holidays for 2019.

Tate presented a rough draft design for the new City logo. The logo is a stylized D with representations of trees and Fanno Creek. Mayor Schirado stated that he requested the logo update. He liked the rough design presented by Tate. Councilor Jehnke noted that the trend in logos is simpler and easier to include in emails. Councilor Hadfield liked the design but did not recognize the "D." Tate stated that if the Council wanted to move forward with a logo redesign, the next step would be to send the rough draft to a graphic designer to formalize it.

- J. FINANCIAL REPORTS.** Councilor Gifford moved to approve the financial reports for September 2018, payroll checks 548 - 549, vendor checks 16327 to 16351, and electronic fund transfers totaling \$5,208.93. Councilor Jehnke seconded, and the motion passed (4-0).

**MO 102318-2**

- K. COUNCIL COMMENTS.** The Council discussed the Tigard Water IGA. The next meeting will be October 25, 2018. Councilor Jehnke stated that at the last meeting, Tigard presented new information on the valuation of the assets. Councilor Jehnke stated that Durham needs to review the information submitted by Tigard. The City Council authorized the City Administrator to enter into a contract for professional services to review the valuation of assets proposed by Tigard up to \$5,000.

- L. ADJOURN.** Councilor Gifford moved to adjourn the meeting. Councilor Hadfield seconded, Mayor Schirado adjourned the regular meeting at 8:45 pm.

**Approved:**

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**CHRIS HADFIELD, COUNCIL PRESIDENT**

**Attest:**

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**LINDA TATE, CITY ADMINISTRATOR/RECORDER**