

**City of Durham**  
**CITY COUNCIL MINUTES**  
**June 22, 2021**

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- A. OPEN REGULAR COUNCIL MEETING.** Mayor Schirado opened the meeting at 6:37 PM via Zoom.
- B. ROLL CALL OF COUNCIL MEMBERS.** *Councilors present:* Mayor Gery Schirado, Council President Chris Hadfield and Councilors Leslie Gifford, and Chuck Van Meter  
*Councilors absent:* Councilor Keith Jehnke  
*Staff present:* City Administrator Linda Tate and Administrative Assistant Emily Baker
- C. COUNCIL MINUTES.** Councilor Gifford moved to approve the minutes from the May 25th City Council meeting. Councilor Van Meter seconded the motion. The vote was unanimous (4-0).  
**MO 062221-01**
- D. Mayor Schirado read the CALENDAR OF MEETINGS.**
- **Monday, July 5, 2021**, City Hall will be closed in observance of Independence Day
  - **Tuesday, July 13, 2021**, Regular Meeting of the Planning Commission at 7:30 p.m., via zoom
  - **Tuesday, July 27, 2021**, Regular Meeting of the City Council (Council discussion of time and format)
- E. PUBLIC FORUM.** No public was present.
- F. PLANNING COMMISSION UPDATE.** There was no meeting in June.
- G. EXECUTIVE SESSION TO CONSIDER SALARY OF CITY ADMINISTRATOR.** Mayor Schirado closed the regular meeting of the City Council and opened an executive session for the purpose of discussing the annual compensation of the City Administrator at 6:50 PM.
- The Regular meeting of the City Council reconvened at 7:30 PM via Zoom.
- H. SALARY OF CITY ADMINISTRATOR.** Councilor Hadfield moved to adjust the City Administrator's salary to \$81,744.00 for the next fiscal year. Councilor Van Meter seconded the motion. The vote was unanimous (4-0).  
**MO 062221-02**
- I. BUDGET PUBLIC HEARING.** No public was present.
- BUDGET CONSENT AGENDA.** Councilor Gifford moved to approve the budget consent agenda with the updated figures. Councilor Van Meter seconded the motion. The vote was unanimous (4-0).  
**MO 062221-03**
- **MINUTES OF BUDGET COMMITTEE MEETING.**
  - **RESOLUTION 641-21, A RESOLUTION OF THE DURHAM CITY COUNCIL DECLARING THE CITY OF DURHAM'S ELECTION TO RECEIVE STATE REVENUES.**
  - **RESOLUTION 642-21, A RESOLUTION ADOPTING A BUDGET, MAKING APPROPRIATIONS, CATEGORIZING, AND LEVYING TAXES FOR BUDGET FISCAL YEAR 2021-22 FOR THE CITY OF DURHAM, WASHINGTON COUNTY, OREGON.**
- J. RESOLUTION 643-21 A RESOLUTION OF THE DURHAM CITY COUNCIL SUPPORTING THE APPLICATION FOR A PLANNING ASSISTANCE GRANT FROM THE DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT FOR CODE AMENDMENTS REQUIRED BY HOUSE BILL 2001.** Councilor Gifford moved to adopt Resolution 643-21, a resolution of the Durham City Council supporting the application for a planning assistance grant from the Department Of Land Conservation and Development for code amendments required by House Bill 2001. Councilor Hadfield seconded the motion. The vote was unanimous (4-0).  
**MO 062221-04**
- K. RESOLUTION 644-21 A RESOLUTION OF THE DURHAM CITY COUNCIL AUTHORIZING THE MAYOR TO SIGN THE INTERGOVERNMENTAL AGREEMENT WITH METRO FOR THE CLEAN-**

**UP OF HOMELESS CAMPS.** Councilor Gifford moved to adopt Resolution 644-21, a resolution of the Durham City Council authorizing the Mayor to sign the intergovernmental agreement with Metro for the clean-up of homeless camps. Councilor Hadfield seconded the motion. The vote was unanimous (4-0). **MO 062221-05**

**L. ADMINISTRATOR'S REPORT**

- Update on In-N-Out: There was nothing new to report.
- Heron Grove Path Lights: Tate told the Council that she will be out of town when the lights are expected to be installed. Councilor Van Meter said he will be around and will check with the company to confirm their schedule.
- Options for New City Logo: Tate explained the changes that were made to the logo options since the last meeting. The Council all agreed on option C as their preferred logo.

**M. FINANCIAL REPORTS.** Councilor Gifford moved to approval payroll checks 613 to 614, vendor checks 16873 to 16877, and electronic fund transfers totaling \$5,881.04. Councilor Van Meter seconded the motion. The vote was unanimous (4-0). **MO 062221-06**

**N. COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS.**

- Mayor Schirado discussed the ARPA funds and that there has not been a lot of new updates on how the City will be able to use these funds.
- Councilor Gifford requested no meeting to be held in August. Councilor Hadfield said he will not be at the September meeting, and suggested cancelling that one instead, but that he is okay with cancelling the August meeting. The Council decided to cancel the August meeting.
- Councilor Hadfield asked about the format of the July Council meeting. Mayor Schirado said there is a potential to meeting in person, but City Hall poses some setbacks due to its size and limited space. Due to the potential risk an in-person meeting has on staff after the meeting, Mayor Schirado said that if there is an in-person meeting there may be masks required. Councilor Hadfield said that if masks are optional for vaccinated individuals, then people can decide if they want to wear one or not. Councilor Gifford said she would prefer a Zoom meeting if masks will be required at an in-person meeting. Mayor Schirado asked about the Councilor's opinions on the timing of the meetings, and the consensus was to move it back to 7:30 when they start meeting in person again.

**O. ADJOURN.** Mayor Schirado adjourned the meeting at 7:51 PM

**Approved:**

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**GERY SCHIRADO, MAYOR**

**Attest:**

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**LINDA TATE, CITY ADMINISTRATOR/RECORDER**