

City of Durham
CITY COUNCIL MINUTES
June 27, 2023

A. EXECUTIVE SESSION TO CONSIDER SALARY OF CITY ADMINISTRATOR.

B. OPEN REGULAR COUNCIL MEETING. Councilor Gifford opened the meeting at 7:27 PM.

C. ROLL CALL OF COUNCIL MEMBERS. *Councilors present:* Keith Jehnke (via Zoom), Leslie Gifford (via Zoom), Chuck Van Meter, and Joshua Drake
Councilors absent: Mayor Gery Schirado
Staff present: City Administrator Linda Tate and Administrative Assistant Becky Morinishi
Visitors: From TVF&R: Assistant Chief Patrick Fale, Captain Ron Baker, Captain Dan Michael, Amy Boyle, Brandon Henry.

D. COUNCIL MINUTES. Councilor Van Meter moved to approve the minutes from the May 23, 2023 City Council meeting. Councilor Drake seconded. The vote was unanimous (4-0).

MO 62723-01

E. Councilor Gifford read the **CALENDAR OF MEETINGS.**

- **Tuesday, July 4, 2023**, City Hall will be closed in observance of Independence Day
- **Tuesday, July 11, 2023**, Regular Meeting of the Planning Commission at 7:30 PM
- **Tuesday, July 25, 2023**, Regular Meeting of the City Council at 7:30 PM

F. PUBLIC FORUM. No members of the public were present.

G. PLANNING COMMISSION UPDATE. No meeting in June.

H. PRESENTATION BY TVF&R ASSISTANT CHIEF PATRICK FALE. Assistant Chief Patrick Fale presented the TVF&R State of the District report to the Council. Fale noted that the District recently completed a new Strategic Plan that will carry through 2028. There will be a wave of retirements coming soon, so TVF&R will have many new leaders being promoted and they are working on recruiting new members to fill openings. Fale said that Durham had a low number of reported incidents in 2022. Of 132 reported incidents, 2 were fires and 94 required medical assistance. Fale reported that TVF&R's use of new technologies has contributed to faster response times and better outcomes. The District will soon be partnering with AMR for ambulance services.

Councilor Van Meter asked about the relationship between 911 and the fire stations. Fale responded that, currently, calls come in to 911 and then are routed to the fire stations, but they are working on a new triage system that will be able to prioritize calls more efficiently. Van Meter asked if there have been any natural gas explosions in the area recently. Fale said there have been no gas explosions in TVF&R's service area in the last couple of years and they have been working with Northwest Natural Gas on preventative measures. Van Meter asked how the District is going about recruiting new members and what they are doing to incentivize people to apply. Fale answered that the District's positive culture is a big draw for applicants. He said that most members live a servant lifestyle and that tends to draw people to the District for the right reasons. The Council thanked Fale and fellow TVF&R members in attendance for their service.

I. MOTION FOR SALARY OF CITY ADMINISTRATOR. Councilor Van Meter moved to set the salary of the City Administrator to \$95,000 for the 2023-2024 Fiscal Year. Councilor Drake seconded the motion. The vote passed unanimously (4-0).

MO 62723-02

- J. BUDGET PUBLIC HEARING.** Councilor Gifford closed the regular meeting of the City Council at 8:02 PM and opened a Budget Public Hearing to give citizens a chance to comment on the use of State Revenue Sharing funds and any other budgetary issues related to the city budget for FY2023-2024 that was approved by the Budget Committee on April 25, 2023. No public was present so the Public Hearing was closed.

The Regular meeting of the City Council reconvened at 8:02 PM.'

- K. BUDGET CONSENT AGENDA.** Councilor Van Meter moved to approve the Budget Consent Agenda. Councilor Drake seconded. The vote passed unanimously (4-0).

MO 62723-03

- **MINUTES OF BUDGET COMMITTEE MEETING (April 25, 2023)**
- **RESOLUTION 657-23, A RESOLUTION OF THE DURHAM CITY COUNCIL DECLARING THE CITY OF DURHAM'S ELECTION TO RECEIVE STATE REVENUES**
- **RESOLUTION 658-23, A RESOLUTION ADOPTING A BUDGET, MAKING APPROPRIATIONS, CATEGORIZING, AND LEVYING TAXES FOR BUDGET FISCAL YEAR 2023-2024 FOR THE CITY OF DURHAM, WASHINGTON COUNTY, OREGON.**

- L. ADMINISTRATOR'S REPORT.**

- Update on In-N-Out – Nothing to report.

- M. FINANCIAL REPORTS.**

- Councilor Drake moved to approve payroll checks 655-656, vendor checks 17302-17316, and electronic fund transfers totaling \$6,259.12. Councilor Van Meter seconded the motion. The vote was unanimous (4-0).

MO 62723-04

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

- Councilor Gifford asked if the August Council Meeting would be cancelled as in previous years. The Council agreed that it would be cancelled.
- Councilor Van Meter asked about the status of the search for Tate's replacement. Council agreed that it should be addressed soon. Van Meter volunteered to lead the efforts.

- O. ADJOURN.** Councilor Gifford adjourned the meeting at 8:13 PM

Approved:

LESLIE GIFFORD, COUNCILOR

Attest:

LINDA TATE, CITY ADMINISTRATOR/RECORDER