



City of Durham
CITY COUNCIL MINUTES
May 28, 2024

- A. OPEN REGULAR COUNCIL MEETING.** Mayor Keith Jehnke opened the meeting at 7:30 PM at Durham City Hall.
- B. ROLL CALL OF COUNCIL MEMBERS.** *Councilors present:* Mayor Keith Jehnke, Council President Joshua Drake, Councilors Chuck Van Meter, Leslie Gifford and Gary Paul
Councilors absent: None
Staff present: City Administrator Jordan Parente and Administrative Assistant Becky Morinishi
Visitors: Judy Willey of Washington County Family Justice Center (Zoom); Resident Nicole Hough of SW 80th Place (Zoom)
- C. COUNCIL MINUTES.** Councilor Gifford moved to approve the minutes from the April 30, 2024 City Council meeting. Councilor Paul seconded the motion. The vote passed (5-0).
MO 52824-01
- D. Mayor Jehnke read the CALENDAR OF MEETINGS.**
- **Tuesday, June 4th, 2024**, Regular Meeting of the Planning Commission at 7:30 PM
 - **Wednesday, June 19th, 2024**, City Hall Closed in observance of Juneteenth
 - **Tuesday, June 25th, 2024**, Regular Meeting of the City Council at 7:30 PM
- E. PUBLIC FORUM.** None
- F. FAMILY JUSTICE CENTER OF WASHINGTON COUNTY PRESENTATION.** Judy Willey, President of the Family Justice Center of Washington County Board of Directors, presented a yearly update to Council. She reported that 2023 was a year of growth and impactful outreach for the Center. The scope of services offered by the Center and its partners increased, and the number of survivors assisted grew by more than 25%. Councilor Gifford asked if people are becoming more aware of the Center. Ms. Willey responded that she believes people are becoming more aware, but the growth in survivors assisted is partly because the need for services is increasing. Mayor Jehnke asked if police refer people to the Center when they respond to domestic violence calls. Ms. Willey said that the Center works with every local police department and gives them business cards to hand out to victims. She added that there is a representative from one of the police districts in the building every day. Ms. Willey shared that the Center has purchased a larger building and will be moving in 2026. The new building will allow the Center to share space with CARES Northwest and provide other opportunities for families. She thanked the Council for the City's yearly donation to the Center.
- G. PLANNING COMMISSION UPDATE.** Mr. Parente updated the Council on the May 7th, 2024 Planning Commission meeting. He informed the Council that there was an illegal tree removal and that the resident was new to Durham and unaware of the rules. The Planning Commission fined the resident \$100 plus the Tree Removal Application fee of \$25. He also shared that the Planning Commission approved two Sign Permit applications. One was for a sign over the entry to Fierce Fitness and one for a monument sign for Durham Heights. He explained that the Durham Heights sign would be on a brick wall and would look similar to the monument sign at Heron Grove. Mayor Jehnke said that it is important to clarify who is responsible for the maintenance of the monument sign. Councilor Van Meter asked if the

residents who cut the tree illegally came in. Mr. Parente answered that the residents were at the Planning Commission meeting and they also came in to apply for five more tree removals, but were unhappy that Mr. Parente was not able to administratively approve the removals.

- H. DURHAM TREE COMMITTEE.** Mr. Parente informed the Council that Susan Deeming, Matt Winkler, and David Streicher volunteered to fill the three Planning Commission positions on the Tree Committee. Additionally, the Commission requested Council increase the number of residents on the Committee to five in order to include all of the residents who applied before the cutoff date. Mayor Jehnke expressed concern that having an even number of Committee members could result in a tie when voting and asked if the Commission had a method they would use for breaking a tie vote. Mr. Parente said the Planning Commission discussed it and one of the recommendations would be for the Chair to not vote if it would mean the vote would result in a tie. Councilor Paul clarified that the Tree Committee would only be making recommendations to the Council, not deciding the policy. Councilor Drake said that his main concern is that the tree code is enforced consistently. Councilor Paul commented that it would be good to get the public's thoughts on the tree process. Mayor Jehnke suggested that they approve the fifth resident on the Committee, but that the Chair will not have a vote in order to prevent a tie. Councilor Gifford moved to approve all five names that the Planning Commission put forward to serve on the Tree Committee with the condition that the Chair of the Tree Committee would not have a vote in order to prevent a tie. Councilor Drake seconded the motion. The vote passed (5-0).

MO 52824-02

I. ADMINISTRATOR'S REPORT

- City Administrator Parente told the Council that there is nothing new to report on In-N-Out.
- Mr. Parente said there is no need for a second Budget Committee meeting since they approved the budget at the first meeting.
- Mr. Parente informed the Council that there are still many new Tree Removal applications being submitted.
- Mayor Jehnke asked if the roads have been paved in Durham Heights. Mr. Parente confirmed that they had paved the roads and that David Weekley has already started submitting building permit applications for new homes. He added that Durham Estates came to the City requesting to subdivide their approved 9 lots into 34 lots to build middle housing. Mr. Parente said that they will need to complete the 9 lots first and then come back to subdivide into 34 lots. He noted that the stormwater retaining pond that was just completed will need to be expanded if they are putting 34 homes on the property. Councilor Paul asked if they will need to put a traffic signal in on Upper Boones Ferry and Taylor Rd. Mr. Parente said that will be up to ODOT.

J. FINANCIAL REPORTS.

- Councilor Gifford moved to approve payroll checks 682-683, vendor checks 17506-17524, and electronic fund transfers totaling \$6,532.56. Council President Drake seconded the motion. The vote passed unanimously (5-0).

MO 52824-03

K. COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS. None.

L. EXECUTIVE SESSION TO REVIEW CITY ADMINISTRATOR JOB PERFORMANCE.

Postponed.

M. MOTION TO ADJUST CITY ADMINISTRATOR SALARY. Postponed.

N. ADJOURN. Mayor Jehnke adjourned the meeting at 8:26 PM.

Approved:

KEITH JEHNKE, MAYOR

Attest:

JORDAN PARENTE, CITY ADMINISTRATOR/RECORDER