



**City of Durham**  
**CITY COUNCIL MINUTES**  
**May 27, 2025**

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**A. OPEN REGULAR COUNCIL MEETING.**

Mayor Joshua Drake opened the meeting at 7:30 PM at Juanita Pohl Center.

**B. ROLL CALL OF COUNCIL MEMBERS.**

Councilors present: Mayor Joshua Drake, Council President Leslie Gifford Councilors Gary Paul, David Streicher, and Sean Lee

Councilors absent: None

Staff present: City Administrator Jordan Parente

Visitors: Resident Nikki Hough (via Zoom); Judy Willey from Family Justice Center (via Zoom) Brian Smither Representing TVF&R; Kristin Leichner Representing Pride Disposal; Resident JR Tarabocchia

**C. COUNCIL MINUTES.**

Council President Gifford moved to approve the minutes from the April 29, 2025, regular City Council meeting. Councilor Paul seconded the motion. The vote passed (5-0).

**MO 052725-01**

**D. Mayor Drake read the CALENDAR OF MEETINGS.**

- **Tuesday June 3, 2025** - Regular Meeting of the Planning Commission, at 7:00 PM
- **Tuesday June 10, 2025** - City of Durham Budget Meeting at 6:30 PM (if needed)
- **Thursday June 19, 2025** - City Hall Closed in Observance of Juneteenth Tuesday
- **Tuesday June 24, 2025** - Regular Meeting of the City Council at 7:30 PM

**E. PUBLIC FORUM.**

Resident JR Tarabocchia addressed the Council regarding the status of the updated Tree Ordinance. The Council let Mr. Tarabocchia know that they have been working towards the final version of the ordinance, having held recent Work Sessions, with another one scheduled for June 10<sup>th</sup>. The main items they have been working on are: simplifying the process, prioritizing resident safety over canopy preservation, and working to address the expense of tree removal regarding arborist reports. The Council also highlighted how they feel it's important to be transparent with this process after receiving feedback from residents at the recent Town Hall meeting.

**F. PLANNING COMMISSION UPDATE.**

City Administrator Parente gave an update on the recent Planning Commission meeting, beginning with a pending sign-approval for Durham Dental. The sign has been completed, and the Planning Commission agreed to formally sign off on the permit.

City Planner Alice Cannon attended the meeting and gave the Commissioners an overview of her credentials and work history. Ms. Cannon highlighted some of the projects she will be working with the City on, such as development code updates, fee updates, and the FEMA flood plain ordinance.

**G. PRESENTATION BY TVF&R DIRECTOR OF STRATEGIC SERVICES, BRIAN SMITH.**

Brian Smith, a representative from Tualatin Valley Fire & Rescue (TVF&R), provided a comprehensive update on the state of the fire district. He began with a brief introduction, noting his 25 years of experience across several stations and his current role in the Fire Chief's office.

He reported that 2024 was a record-breaking wildfire year in Oregon, with 1.9 million acres burned and 88 task force deployments. TVF&R participated in 31 deployments in Oregon and additional deployments in California. The district ensures that such deployments do not impact local staffing by backfilling positions as needed.

Durham experienced 172 incidents in the past year, with the majority being medical calls. The presenter explained how dispatch and final incident findings may differ, such as mistaking steam for smoke. He emphasized the district's reliance on data for resource allocation and planning, especially since Durham does not have its own fire station but is well-covered by neighboring ones.

EMS continues to account for the majority of calls (about 70–80%). To manage growing medical demand, the district has launched three new initiatives:

- Advanced Practice Community Paramedic (APCP): Targets frequent, low-acuity 911 users with a solo responder.
- Advanced Resource Medic (ARM): A paramedic and nurse practitioner team responds to lower-acuity calls at licensed care facilities.
- Nurse Navigation: In Washington and Clackamas counties, 911 callers may be routed to nurses for over-the-phone triage.

The local option levy passed in May 2024 will take effect July 1. It allows for the hiring of up to 36 new firefighters. Residents will see this on their November tax statements.

Recruitment remains challenging due to a wave of retirements and a reduction in paramedic program graduates following the pandemic. Application numbers are down, but the district continues to attract strong candidates through job fairs, high school outreach, and social media campaigns. About 51 people have been promoted to company officer roles in the past four years.

The 2021 general obligation bond is funding capital improvements, including the full rebuild of Station 35 in King City, relocation of Station 62 in Aloha, and a major remodel of Station 67 on Farmington Road in Beaverton. The district also plans a complete overhaul of the training facility in Sherwood. Construction costs have significantly increased in recent years, nearly doubling in some cases.

Mr. Smith closed by expressing gratitude for the community's continued support and reiterated the district's commitment to high-quality service. He offered to answer any questions and referenced a short video from Chief Weiss available via QR code. The Councilors thanked Mr. Smith for his time and appreciated the comprehensive update he provided.

**H. SECOND READING OF ORDINANCE 269-25 AN ORDINANCE ESTABLISHING THE SOLID WASTE MANAGEMENT PLAN, STANDARDS AND RESPONSIBILITIES AND REPEALING ORDINANCES 184-96, 198-99 AND 267-22; ORDINANCE 269-25 EXHIBIT "A".**

Kristen Leichner, representing Pride Disposal, attended to answer any outstanding questions or concerns the Councilors may have regarding the updated ordinance. The Council decided to postpone the vote until the next meeting. The Councilors did discuss a couple of their remaining open items, one of which is regarding the termination language pertaining to a potential sale of Pride down the line. Ms. Leichner expressed her desire to not have that language altered from its current form in the draft. She also requested a final list be compiled of the changes that have been discussed in the previous months. This will ensure both parties are looking at the same information and agree on what the updated ordinance and resolution will look like. The last item discussed was formally codifying the ordinance to be included in the City's Municipal Code. This way residents and customers will have access to the detailed ordinance and can easily look it up to answer questions they may have. The Councilors agreed to finalize the

remaining details at their next Work Session so that these items are ready for voting next meeting June 24, 2025.

**I. RESOLUTION 675-25: A RESOLUTION OF THE DURHAM CITY COUNCIL, OREGON GRANTING AN EXCLUSIVE FRANCHISE TO PRIDE DISPOSAL COMPANY, FOR SOLID WASTE COLLECTION AND TRANSPORT FOR THE CITY OF DURHAM, OREGON; AND FRANCHISE ACCEPTANCE.**

The passing of the resolution was postponed until the next regular meeting on June 24, 2025.

**J. A RESOLUTION OF THE DURHAM CITY COUNCIL, OREGON CONSOLIDATING FEES AND ESTABLISHING A FEE SCHEUDLE FOR THE CITY OF DURHAM, OREGON.**

Mayor Drake opened the public hearing on proposed fee increases for public comment. After hearing no public comment, Mayor Drake closed the public hearing on proposed fee increases.

City Council discussed a resolution to consolidate and update the City of Durham's fee schedule. The proposal aims to centralize all city fees into a single document for administrative clarity and public transparency.

It was noted that many of the existing fees are outdated, with some having not been updated for decades. Planner Alice Cannon compiled a comparison of Durham's fees with neighboring cities, highlighting significant discrepancies. Staff hourly rates, for example, are currently billed at \$40/hour and proposed to increase to \$175/hour to better reflect actual costs and industry standards.

Several fees, particularly development-related ones, are proposed to shift to a structure of "base fee plus actual cost," allowing the City to collect a fixed minimum amount upfront and invoice for additional expenses as needed. Council discussed the benefits of this approach, including reduced financial risk and administrative burden if applicants withdraw mid-process.

The current system delivery charge (SDC) for parks is \$1,320. City Administrator Parente noted that this amount is significantly below comparable cities and discussed the need for a methodology study to potentially revise and expand SDCs in the future. It was acknowledged that increasing fees may affect development costs, but the City has limited developable land, and appropriate cost recovery is necessary.

The Council expressed overall support for implementing a fee-plus-actual model with clear base amounts and refundable deposits. Mr. Parente confirmed that most proposed fees align with or remain below those charged in nearby cities. The Council agreed to adopt the proposed fee schedule and stated they would like to investigate this further, with the potential to revise the fees again if they find additional need for adjustments.

Councilor Gifford moved to approve the proposed fee schedule, with the correction of a variance costing \$3,500 instead of \$3,000. Councilor Streicher seconded the motion. The vote passed (5-0).

**MO 052725-02**

**K. ADMINISTRATOR'S REPORT.**

- City Administrator Parente reviewed the items that he would like to put on the agenda for the upcoming Council Work Session.

**L. FINANCIAL REPORTS.**

Council President Gifford moved to approve May vendor checks 17738-17756 totaling \$59,039.09 and ETFs/Debit charges totaling \$14,937.85. Councilor Lee seconded the motion. The vote passed (5-0).

**MO 052725-03**

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

Councilor Paul asked to review any ordinances regarding abandoned vehicles. This is pertaining to a vehicle that has been parked at the intersection of Ellman Lane and Kingfisher. City Administrator Parente will investigate the issue and see what the City's rules are for parking.

**N. MEETING CLOSED.** Mayor Drake closed the meeting and moved into an Executive Session to discuss the job performance of the City Administrator at 8:48 PM.

**O. MEETING REOPENED.** Mayor Drake reopened the meeting at 9:40 PM.

**P. ADMINISTATOR SALARY.**

Mayor Drake moved to increase the Salary of the City Administrator to \$95,000 per year, plus half of the savings in-lieu of health benefits. Councilor Streicher seconded the motion. The vote passed (5-0).

**MO 052725-04**

**Q. ADJOURN.** Mayor Drake adjourned the meeting at 9:44 PM.

**Approved:**

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**JOSHUA DRAKE, MAYOR**

**Attest:**

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**JORDAN PARENTE, CITY ADMINISTRATOR/RECORDER**