



City of Durham

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Durham, Oregon, 97224

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CITY COUNCIL AGENDA

Juanita Pohl Center: Tuesday, February 24th, 2026, 7:30 p.m.

- A. **☞ OPEN REGULAR COUNCIL MEETING at 7:30 p.m.**
- B. **ROLL CALL OF COUNCIL MEMBERS**
(Mayor Joshua Drake, Council President: Leslie Gifford, Councilors Gary Paul, David Streicher and Sean Lee)
- C. **COUNCIL MINUTES** - Council will consider adopting January 27th, 2026, City Council meeting minutes (pages 1-4)
- D. **CALENDAR OF MEETINGS**
 - Tuesday March 10th, 2026, Regular Meeting of the Planning Commission at 7:00 p.m.
 - Tuesday March 24th, 2026, City Council Work Session at 6:30 p.m.
 - Tuesday March 24th, 2026, Regular Meeting of the City Council at 7:30 p.m.
- E. **PUBLIC FORUM**
For matters not appearing elsewhere on the agenda. Matters requiring further investigation or detailed answers will be referred to City Staff for follow-up at a future meeting. Please limit your comments to no more than three (3) minutes.
- F. **PLANNING COMMISSION UPDATE**
 - No Planning Commission Meeting was held on February 10th, 2026
- G. **FIRST READING OF ORDINANCE 273-26 AN ORDINANCE REGULATING THE REMOVAL OF TREES ON PRIVATE PROPERTY AND NOT CONNECTED TO THE DEVELOPMENT OF LAND** (pages 5-27)
Motion Required
- H. **TIGARD WATER DISTRICT PLANS & WAB BOARD SUPPORT - COUNCILOR STRIECHER** (pages 28-34)
Motion(s) Required
- I. **FINANCIAL REPORTS**
 - Financial Reports for January 2026 (pages 35-39)
 - Approval of Vendor Checks 17882-17899 totaling \$113,472.35 and EFTs & Payroll totaling \$ 25,937.66 (pages 40-41)
Motion required
- J. **ADMINISTRATOR'S REPORT**
- K. **COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS**
- L. **ADJOURN**



City of Durham
CITY COUNCIL MEETING MINUTES
January 27, 2026

A. OPEN REGULAR COUNCIL MEETING.

Mayor Joshua Drake opened the regular council meeting at 7:59 PM at Durham City Hall.

B. ROLL CALL OF COUNCIL MEMBERS.

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

Councilors absent: None

Staff present: City Administrator Jordan Parente, Administrative Assistant Wyatt Bean

Visitors: None

C. ELECTION OF MAYOR & COUNCIL PRESIDENT.

Per the City of Durham Charter, City Council conducted its annual election of Mayor and Council President by paper ballot. Administrative Assistant Bean announced that Joshua Drake was elected Mayor for 2026 and Leslie Gifford was elected Council President for 2026.

D. COUNCIL MINUTES.

Council considered approval of the December 16, 2025 City Council Regular Meeting Minutes and January 14, 2026 City Council Goal Setting Session Minutes. Council President Gifford moved to adopt the minutes. Councilor Lee seconded. The motion passed unanimously (5-0).

MO 012726-01

E. CALENDAR OF MEETINGS.

Council reviewed the upcoming meeting schedule, noting that an Elected Official Training will be held jointly with the Planning Commission on February 10, 2026, at 6:00 p.m., with a Planning Commission meeting to follow, if needed. Mayor Drake also noted that City Hall will be closed on February 16, 2026 in observance of Presidents' Day and that the next regular City Council meeting is scheduled for February 24, 2026 at 7:30 p.m. at the Juanita Pohl Center.

F. PUBLIC FORUM.

The Mayor opened the Public Forum. There were no members of the public present in person or via Teams. No testimony was received. The Public Forum was closed.

G. PLANNING COMMISSION UPDATE.

City Administrator Parente summarized recent Planning Commission activity, noting that at its January meeting the Commission approved a sign permit for GISI and authorized removal of four trees that had originally been submitted under the incorrect permit type. The Commission also denied three Type B "potentially dangerous" tree removal applications due to the absence of required arborist documentation. The applicants were told that they could return to the following meeting with arborist reports. The applicants later contacted the City to withdraw their request.

H. PRESENTATION BY JOE GALL, CLEAN WATER SERVICES' CHIEF UTILITY RELATIONS OFFICER.

Joe Gall, Chief Utility Relations Officer for Clean Water Services (CWS), provided a comprehensive overview of the organization.

He explained that CWS is a county service district under ORS 451 serving all urban Washington County, including 12 cities and urban unincorporated areas. The County Commissioners serve as the CWS Board of Directors. CWS operates under a unique integrated watershed-based National Pollutant Discharge Elimination System (NPDES) permit covering both wastewater and stormwater.

Mr. Gall provided an overview of Clean Water Services' governance structure, advisory commission, and service model, explaining the distinction between regional and local services and noting that Durham receives both, as well as highlighting the four treatment facilities, including the Durham Facility located in Tigard. He also discussed long-term capital planning totaling approximately \$2 billion over 20 years, including \$67 million in upgrades at the Durham facility, upcoming updates to intergovernmental agreements, and a study evaluating potential changes to the utility's billing structure.

Council asked questions regarding treatment processes, industrial discharge permits, billing structures, capital funding, and historical development of the unified sewer system.

Council expressed appreciation for the presentation and the ongoing partnership with Clean Water Services.

I. RESOLUTION 690-26 A RESOLUTION OF THE DURHAM CITY COUNCIL, OREGON UPDATING A MASTER FEE SCHEDULE FOR THE CITY OF DURHAM, OREGON.

City Administrator Parente presented Resolution 690-26 to update the Master Fee Schedule. The primary change was the addition of a land use application fee for "Mandatory Adjustments".

Council also discussed the \$150 Type A (dead tree) removal permit fee for the municipal code. Councilor Streicher provided a fee comparison with some neighboring jurisdictions. City Council determined that the \$150 fee for removing a dead tree is high relative to fees charged by Durham's neighbors and Council agreed that \$50 for a Type A permit would be suitable.

Following Council discussion, Council President Gifford moved to adopt Resolution 690-26 updating the Master Fee Schedule for both Mandatory Adjustments and Type A tree removal permits. Councilor Lee seconded. The motion passed unanimously (5-0).

MO 012726-02

J. RENEWAL OF METRO IGA FOR REMEDIATING HOUSELESS PERSONS CAMPS.

Council agreed to table this item pending additional corrections requested by the City Attorney.

K. RESOLUTION 691-26 A RESOLUTION APPROVING AND ACCEPTING A TRAIL ACCESS EASEMENT OVER TRACT "B" OF DURHAM HEIGHTS FROM METRO.

City Administrator Parente explained that Metro has taken title of a trail access easement across Tract "B" of Durham Heights and would like to assign this easement to the City of Durham.

Council President Gifford moved to adopt Resolution 691-26 approving and accepting the trail access easement. Councilor Paul seconded. Motion passed unanimously (5-0).

MO 012726-03

L. RESOLUTION 692-26 PURSUING A METRO NATURE IN NEIGHBORHOODS GRANT.

City Administrator Parente reported that the City applied for up to \$2 million in Metro Nature in Neighborhoods funding for potential land acquisition to create a nature preserve.

Council President Gifford moved to adopt Resolution 692-26 authorizing pursuit of the grant. Councilor Paul seconded. Motion passed unanimously (5-0).

MO 012726-04

M. TREE ORDINANCE UPDATE.

Council reviewed additional revisions to the draft Tree Ordinance and engaged in detailed discussion regarding some outstanding policy components. The discussion included preservation thresholds applicable to development-related tree removal, mitigation requirements, and how mitigation plantings would be treated over time.

Council clarified that mitigation trees, after two years of establishment, would be subject to the ordinance's permitting requirements regardless of diameter thresholds, ensuring that mitigation plantings could not be removed simply because they remained below the six-inch Diameter at Breast Height definition of a tree within the ordinance.

Council also revisited the in-lieu mitigation fee structure, ultimately agreeing that payment of an in-lieu fee should not be an applicant-driven option, but rather determined based on arborist evaluation of feasibility for on-site mitigation. In addition, Council discussed appeal procedures, including timelines for submitting technical reports and the City's discretion to grant a continuance of an appeal for good cause. Finally, Council considered whether additional criteria should be codified to guide assessment of civil penalties for unlawful tree removal, debating the balance between administrative flexibility and the desire for consistency. Given the number of remaining refinements and technical clarifications needed, Council scheduled a work session for February 10, 2026, following elected official training, to continue review prior to first reading. No formal action was taken.

N. ADMINISTRATOR'S REPORT.

City Administrator Parente stated that Metro's Nature in Neighborhoods Large Capital Grant is due today. He also provided an update on the FY 2024-25 audit, stating that the City had received a draft version and that it was nearing finalization. Councilor Streicher expressed concerns regarding the timeliness of the audit process and indicated a desire to formally evaluate whether to retain the current auditing firm before executing the next engagement letter.

O. FINANCIAL REPORTS.

The Council reviewed financial reports for December 2025, including the approval of vendor checks numbered 17863 through 17881 totaling \$71,964.22 and EFTs and payroll totaling \$25,430.58.

Council President Gifford moved to approve the financial reports and associated payments as presented. Councilor Lee seconded. The motion passed unanimously (5-0).

MO 012726-04

P. COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS.

Councilor Streicher inquired about planning consultant expenditures, noting that approximately \$21,000 had been paid to the City's planning consultant since July 2025 and asking how those services related

to ongoing middle housing land use matters and appeals. City Administrator Parente explained that a substantial portion of those costs were associated with preparation of land use decisions, appeal processing, and coordination with the City's land use attorney, with some expenses passed through to applicants and others borne by the City. Finally, Councilor Paul thanked staff for addressing maintenance issues at Herring Grove Park, specifically noting that a fallen light had been repaired and restored.

Q. ADJOURN.

Mayor Drake adjourned the meeting at 10:07 PM.

Approved:

Joshua Drake, MAYOR

Attest:

Jordan Parente, CITY ADMINISTRATOR/RECORDER

DRAFT



City of Durham

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Wyatt Bean - Administrative Assistant

MEMORANDUM

DATE: February 17, 2026
TO: City Council
FROM: Jordan Parente, City Administrator
RE: Municipal Court Tree Ordinance Update

Background

The City of Durham has regulated tree removal for more than 50 years. The proposed tree ordinance update refines and clarifies Durham's existing tree regulations to improve public safety responsiveness, enhance procedural transparency, while continuing to preserve the community's tree canopy.

Recent Council discussions and public comments have centered on three primary themes:

1. Public safety and hazard mitigation.
2. The ability of property owners to make reasonable decisions.
3. Long-term preservation of Durham's tree canopy.

The updated ordinance is intended to address these themes through clear permit pathways, objective standards, and defined review timelines.

Summary of Ordinance

The proposed ordinance reaffirms the City's commitment to public safety through diligent management of Durham's tree canopy by:

Establishing Clear Permit Categories:

Defines distinct permit types, including pathways for emergency and hazard tree removal, and to ensure applicants understand which standards applies to each situation.

Creating Objective Hazard Criteria:

Clarifies that removal decisions are based on documented structural risk factors such as lean, root instability, structural defects, and proximity to targets.

Addressing Broader Site Conditions:

Improves the framework for evaluating situations involving multiple trees or site-wide conditions, while maintaining objective review standards to ensure consistency and fairness.

Implementing Defined Review Timelines:

Establishes predictable review periods to increase accountability and prevent applications from remaining unresolved for extended periods.

Maintaining Canopy Protection Standards:

Reaffirms Durham's commitment to the preservation of trees, now defined as 6 inches DBH and greater, for the ecological and community benefits they provide.

Recommendation

The City Administrator recommends that City Council adopt the updated Municipal Tree Ordinance as drafted. The revisions improve strengthen public safety pathways, provide administrative clarity, reinforce long-term canopy preservation, and establish transparent and predictable procedures for residents.

City of Durham, Oregon

ORDINANCE 273-26

AN ORDINANCE REGULATING THE REMOVAL OF TREES ON PRIVATE PROPERTY AND NOT CONNECTED TO THE DEVELOPMENT OF LAND

WHEREAS, the City Council of the City of Durham recognizes trees as natural resources that provide aesthetic, economic, ecological, environmental, and health benefits to those who live in, work in, and visit the City; and

WHEREAS, the City Council of the City of Durham finds that the unregulated destruction, cutting, and removal of trees results in the loss of those benefits and the reduction in the overall quality of the City; and

WHEREAS, the City Council of the City of Durham finds that the treatment of trees on private properties within the City impacts private properties and the entire City; and

WHEREAS, the City Council of the City of Durham also recognizes that falling trees present serious risks to the public health and safety and to property, as evidenced by the harms to public health, safety, and property caused by falling trees during extreme weather events; and

WHEREAS, the City Council of the City of Durham finds that permitting the removal of certain trees is necessary to protect the public health and safety and is necessary to protect property; and

WHEREAS, in order to protect public health, safety, and property, and to preserve the benefits provided by trees in the City and prevent the uncontrolled destruction, cutting, and removal of trees on private properties within the City, the City Council of the City of Durham finds it necessary to regulate the removal of trees on private properties within the City; and

WHEREAS, The City Council of the City of Durham finds it advisable that this Ordinance take effect immediately upon its enactment.

NOW, THEREFORE, THE CITY OF DURHAM, OREGON, ORDAINS AS FOLLOWS:

Section 1. The regulations regarding the removal of trees on private property as set forth in Exhibit A are hereby adopted and incorporated into this Ordinance by reference. The City Administrator is directed to codify this Exhibit A in conformance with the City's existing codification of ordinances, to make non-substantive edits necessary for organization, formatting, and consistency, and to correct any scrivener's errors that may be found in Exhibit A during codification.

Section 2. If any provision, section, phrase, or word of this Ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect any other provision that can be given effect without the invalid provision or application.

Section 3. This Ordinance shall take effect immediately upon its enactment because delay in implementing regulations regarding the removal of trees risks immediate and irreparable harm to public health, safety, and property.

PASSED AND ADOPTED by the City of Durham, Washington County, Oregon this [DAY] day of [MONTH], 2026.

CITY OF DURHAM

BY:

Joshua Drake, Mayor

ATTEST:

Jordan Parente, City Administrator / Recorder

EXHIBIT A

CHAPTER 162: TREE CODE

- 162.01 Purpose.
- 162.02 Scope.
- 162.03 Definitions.
- 162.04 Tree Removal Permit Required.
- 162.05 Tree Removal Permit Classifications.
- 162.06 Permit Application Requirements.
- 162.07 Permit Application Review Procedures.
- 162.08 Mitigation.
- 162.9 Appeal.
- 162.10 Violations; Enforcement.

162.01. Purpose.

The purpose of this chapter is to permit and regulate the removal of trees on private property in order to protect public health and safety and to protect property from the risks of harm presented by certain trees while protecting trees as an important natural resource of the City.

162.02. Scope.

- A. This chapter shall apply to the removal of trees from private property located within the City of Durham.
- B. This chapter does not apply to the following:
 - i. The removal of a plant that does not meet the definition of tree under this chapter.
 - ii. The removal of a tree approved by a land action pursuant to the Durham Development Code.
 - iii. The removal of a tree from property owned by the City of Durham.

162.03. Definitions.

The following definitions apply to this chapter:

Applicant: An owner of a property within the City who applies for a tree removal permit under this Chapter.

Canopy: the area above ground that is covered by the trunk, branches, and foliage of a tree crown or group of tree crowns.

Canopy coverage: the amount of tree canopy that will be provided for a given lot or parcel through any combination of preserved trees and planting new trees, expressed as the sum of all the canopy coverage of all preserved trees and newly planted trees, divided by the total canopy coverage for the entire lot or parcel. In general, the formula grants

bonus tree canopy credit based on the existing tree canopy of preserved trees and grants additional tree canopy credit based on the projected mature tree canopy of newly planted trees. Individual tree canopy coverage is identified in the City's tree list.

City: The City Administrator of the City of Durham or designee.

City Arborist: An individual who has met the criteria for certification from the International Society of Arboriculture and maintains accreditation and who possesses and maintains a Tree Risk Assessment Qualification.

Crown: The branches and leaves of a tree extending from the trunk.

Diameter at Breast Height ("DBH"): The tree trunk diameter measured at 4.5 ft. (54 in.) above mean ground level at the base of the trunk. If a tree splits into multiple trunks above ground but below 4.5 ft., the trunk diameter is measured at its most narrow point beneath the split. The diameter is calculated by dividing the circumference by π (3.14).

Dead or Declining Tree: A tree that is lifeless or is in a state of progressive and irreversible decline. Among the factors that could be considered to determine if the tree is lifeless include unseasonable lack of foliage, brittle dry branches, or lack of any growth during the growing season. Among the factors that could be considered to determine if the tree is in progressive and irreversible decline include chlorotic foliage, an overall thinning of the crown, significant branch mortality, top dieback, premature fall coloration and defoliation, or evidence of disease likely to lead to death.

Hazard Tree: A tree that presents a high or extreme risk on the International Society of Arboriculture qualitative tree risk assessment as determined by the City Arborist.

Improved Surface: A surface that has been improved with asphalt, concrete, or other paved surface of similar characteristics.

Owner: Any person who owns a property within the City of Durham upon which a tree's trunk is located.

Removal: The cutting down of a tree or removing of more than half of the crown, trunk, or root system of a tree; or topping or damage to a tree so as to cause the tree to decline, die, or to qualify as a hazard tree. "Removal" does not include the normal trimming, pruning, or other maintenance of trees that does not have the effect of causing the tree to decline, die, or to qualify as a hazard tree.

Structure: A building or structure constructed pursuant to a building permit.

Tree: A woody plant having a DBH of six inches or larger, or any mitigation tree required by the City to be planted under this chapter. If a tree splits into multiple trunks above ground, it is considered one tree. If the tree splits into multiple trunks below ground, each trunk shall be considered one tree.

Trunk: The main stem of a tree that connects the roots to the branches.

Utility Service: The physical systems and infrastructure providing utility services including, but not limited to water, sewer, electricity, natural gas, and communications.

162.04. Tree Removal Permit Required.

- A. Except as provided by Section 162.05(E) of this chapter, no person may remove a tree from private property within the City without first obtaining a tree removal permit. A separate tree removal permit is required for each tree to be removed.
- B. The removal of a tree without a tree removal permit is a violation of this chapter and is subject to the penalties set forth herein.

162.05. Tree Removal Permit Classifications

Applicants may apply for a tree removal permit under the following classifications:

A. Hazard Tree Removal Permit

The City shall issue a hazard tree removal permit if the City Arborist determines that the tree is a hazard tree as defined by this chapter.

B. Dead or Declining Tree Removal Permit

The City shall issue a dead or declining tree removal permit if the City Arborist determines that the tree is dead or declining as defined by this chapter.

C. Property Damage Tree Removal Permit

- i. The City shall issue a permit for the removal of a tree causing material damage to property if the applicant demonstrates that the tree is causing material damage or is reasonably likely to cause material damage to an existing structure or utility service; and
 - 1. The City determines that such existing structure or utility service cannot be reasonably moved without further material damage to the existing structure or utility service; and
 - 2. The City Arborist determines that the damage cannot be reasonably prevented or alleviated by measures including, but not limited to, root pruning or installation of root barriers.

D. One Tree Per Year Removal Permit

The City shall issue, once per year per physical address, a permit for the removal of a tree between six inches (6") and ten inches (10") DBH.

E. Emergency Tree Removal Permit

- i. The City shall issue an emergency tree removal permit if the applicant demonstrates that the condition of a tree presents an immediate danger to

persons or property. For the purposes of this section, “immediate danger to persons or property” shall include any of the following:

1. The tree begins uprooting, or is starting to progressively lean;
 2. There are cracks in the tree where the main branches connect to the trunk;
 3. The tree is leaning on a structure;
 4. The tree is leaning on another tree; or
 5. The tree is in immediate danger of collapse such that a nonemergency tree removal permit could not first be obtained.
- ii. The City shall review and issue or deny an emergency tree removal permit within two (2) business days of the city’s acceptance of an application.
- iii. If the owner determines that a tree presents an immediate danger to persons or property, the owner may remove the tree prior to the issuance of an emergency tree removal permit if the owner applies for an emergency tree removal permit within five (5) business days of the tree’s removal. If the City determines that the tree does not qualify for an emergency tree removal permit, the removal of the tree is a violation of this chapter and is subject to the penalties set forth herein.

F. Removal of Trees Pursuant to Issued Building Permits

- i. The City shall issue a permit for the removal of trees that must be removed in order to execute an issued building permit under the following conditions:
1. At least 20% of all trees on the property must be preserved;
 2. At least 40% of all the property’s existing canopy coverage must be preserved; and
 3. The preserved trees must be dispersed across at least 50% of the total area of the property, less the building footprint and any man-made surface that reduces or prevents the absorption of water.
- ii. If an applicant under this Section is unable to comply with the requirements of Section 162.05(F)(i), above, then the applicant must submit a written narrative and supporting information demonstrating that compliance with either one or

both of these subsections is not possible and that removing more trees than allowed by these subsections is necessary due to one or more of the following:

1. Removal is necessary due to existing or proposed utilities that cannot be relocated to an alternative location; or
2. Removal is necessary due to the topography of the subject lot or parcel and the tree or trees to be removed are located within or abutting areas of cuts or fills that are deemed threatening to the life of the tree, as determined by the City Arborist.

162.06. Permit Application Requirements.

- A. An application for a tree removal permit may only be submitted by the owner of the property, as defined by this chapter. If the trunk of the tree proposed to be removed straddles multiple property lines, an application for the removal of that tree must be joined by the owner of each property straddled by the tree's trunk.
- B. An application for a tree removal permit shall be made on forms prescribed by the City.
- C. An application for a tree removal permit shall contain, at minimum, the following information:
 - i. The applicant's name, phone number, mailing address, email address, and address of the property from which tree removal is proposed;
 - ii. The applicant's statement that the applicant is the owner of the property from which tree removal is proposed;
 - iii. The number, DBH, and species of tree proposed to be removed;
 - iv. The location of the tree proposed to be removed marked on a site plan of the property;
 - v. A statement of the reason(s) for proposed removal of the tree and the type of tree removal permit sought;
 - vi. Photographic or video evidence of the tree proposed to be removed that clearly demonstrates that the condition of the tree meets the requirements of the tree removal permit classification;

- vii. If applicable, information regarding the non-feasibility of replanting on-site as required mitigation planting, if applicant alleges that on-site mitigation planting is not feasible;
- viii. The applicant's consent for City officials, including the City Arborist, to enter the property to conduct an assessment of the tree for which a removal permit is sought;
- ix. The applicant's signed statement affirming that all information submitted with the tree removal application is complete, accurate, and true;
- x. All applicable fees established by City council resolution; and
- xi. Any other information reasonably required by the City.

162.07. Permit Application Review Procedures.

- A. The City shall not review an application until the application contains all the information and the permit fee required by this chapter.
- B. Within two (2) business days of receipt of an emergency tree removal application, or within ten (10) business days of receipt of a hazard tree application, or within fifteen (15) business days of receipt of an application for all other application types, except under extenuating circumstances, as determined by the City in its sole discretion, the City shall do one of the following:
 - i. Determine that the application for the proposed tree removal permit satisfies the requirements of this chapter and issue the permit;
 - ii. Determine that the application for the proposed tree removal permit does not satisfy the requirements of this chapter and deny the permit; or
 - iii. Determine that additional information is required to determine whether the application satisfies the requirements of this chapter and make a written request for additional information to the applicant.
- C. The City shall send written notice of its determination under Section 162.07(B) to the mailing address or email address listed on the application.

162.08. Mitigation.

- A. Mitigation shall be required for any trees removed pursuant to a tree removal permit issued under this chapter and any trees removed in violation of this chapter.

- B. The mitigation requirement shall be satisfied by one of the following:
 - i. If the City Arborist determines that mitigation planting on the property from which the tree was removed is feasible, then the applicant shall plant a tree of a species from the City's approved tree species list on the property that, at maturity, would provide at least as much canopy coverage as the tree that was removed; or
 - ii. If the City Arborist determines that mitigation planting on the property from which the tree was removed is not feasible, then the applicant shall pay an in lieu of fee in the amount established by resolution of the City Council instead of planting a mitigation tree. Payment of the in lieu of fee must be made within thirty (30) calendar days of the issuance of the tree removal permit under this chapter.
- C. Mitigation planting must be completed and proof of mitigation planting, including the species of tree planted, must be submitted to the City within six months of the issuance of the tree removal permit under this chapter. Any tree planted as mitigation under this chapter shall be subject to all permit removal conditions, even after transfers of underlying property. Notwithstanding anything to the contrary contained within this chapter, any tree planted as mitigation under this chapter that dies within the first two years following its planting must be replaced and the replacement tree shall be subject to the requirements of 162.08(B)(i), above. The City may, at its discretion, review the status of any tree planted as mitigation under this chapter.
- D. The City Administrator is hereby authorized to administratively adopt and maintain an approved mitigation tree species list for replacement planting. Such list shall not include any invasive tree species.

162.09. Appeal.

The City's decision regarding a tree removal permit or penalty may be appealed to the City Council in accordance with the following process:

- A. The applicant must submit a written notice of appeal to the City within ten (10) calendar days of the date of mailing of the City's determination under Section 162.07(C). The written notice of appeal must be accompanied by the appeal fee in the amount established by resolution of the City Council. Appeals received more than ten (10) calendar days after the date of mailing of the City's determination under Section 162.07(C) will be dismissed without review by the City Council.
- B. Technical reports supporting the appeal, such as those written by an arborist or engineer, and all other ancillary evidence for City Council consideration, shall be submitted to the City no later than ten (10) business days prior to the date of the hearing.

- C. The applicant's written notice of appeal must contain the following information. Appeals lacking any of the required information will be dismissed without review by the City Council.
 - i. The applicant's name and contact information;
 - ii. A statement of the facts; and
 - iii. A statement of the grounds for the applicant's appeal.
 - D. Except as described in Section 162.09(E), below, the appeal will be heard at the first regular City Council meeting following the City's receipt of the applicant's written notice of appeal but not sooner than fourteen (14) calendar days after the City's receipt of the applicant's written notice of appeal. The applicant shall be provided written notice of the appeal hearing date at least fourteen (14) calendar days before the scheduled hearing.
 - E. If an applicant appeals the denial of a hazard tree removal permit, then the appeal will be heard at the first regular Council meeting following the date of the applicant's written notice of appeal. As soon as reasonably practicable, the applicant shall be provided written notice of the appeal hearing date.
 - F. The City may grant a request to continue the hearing for good cause.
 - G. The City Council's review of a denial shall be limited to determining whether the applicant's tree removal permit application meets the requirements of this chapter. The City Council shall make its decision based on the applicant's application, the applicant's written appeal, and any evidence presented by City staff and the applicant at the appeal hearing. The City Council's decision shall be final.
- 162.10. Violations; Enforcement.
- A. Any violation of this chapter shall be a civil violation and subject to enforcement in accordance with the Durham Municipal Code. Except as otherwise noted, violations are continuing in nature.
 - i. Violations of Section 162.04(B) of this chapter shall be assessed a penalty in an amount not more than four thousand dollars (\$4,000). Violations of Section 16.04(B) are not continuing in nature.
 - ii. Any violation of Section 162.08 of this chapter shall be assessed a penalty in an amount not more than five hundred dollars (\$500) for each month that the violation exists until proof that the applicable requirements of Section 162.08 are satisfied. Upon such submission, the City shall waive the most recently

assessed five hundred dollar (\$500) penalty. However, the remainder of the total cumulative penalty, if any, shall remain owing to the City.

- iii. Violations of any other section of this chapter shall be assessed a penalty in an amount not more than four thousand dollars (\$4,000).
 - B. If the owner fails to pay any penalty imposed under this chapter, the City may impose a lien upon the owner's real property on which the violation occurred to recover the amount of the penalty.
 - C. The rights, remedies, and penalties provided in this chapter are cumulative, are not mutually exclusive, and are in addition to any other rights, remedies, and penalties available to the City under any other provisions of law.
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City of Durham, Oregon

ORDINANCE 273-26

AN ORDINANCE REGULATING THE REMOVAL OF TREES ON PRIVATE PROPERTY AND NOT CONNECTED TO THE DEVELOPMENT OF LAND

WHEREAS, the City Council of the City of Durham recognizes trees as natural resources that provide aesthetic, economic, ecological, environmental, and health benefits to those who live in, work in, and visit the City; and

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WHEREAS, the City Council of the City of Durham also recognizes that falling trees present serious risks to the public health and safety and to property, as evidenced by the harms to public health, safety, and property caused by falling trees during extreme weather events; and

WHEREAS, the City Council of the City of Durham finds that permitting the removal of certain trees is necessary to protect the public health and safety and is necessary to protect property; and

WHEREAS, in order to protect public health, safety, and property, and to preserve the benefits provided by trees in the City and prevent the uncontrolled destruction, cutting, and removal of trees on private properties within the City, the City Council of the City of Durham finds it necessary to regulate the removal of trees on private properties within the City; and

WHEREAS, The City Council of the City of Durham finds it advisable that this Ordinance take effect immediately upon its enactment.

NOW, THEREFORE, THE CITY OF DURHAM, OREGON, ORDAINS AS FOLLOWS:

Section 1. The regulations regarding the removal of trees on private property as set forth in Exhibit A are hereby adopted and incorporated into this Ordinance by reference. The City Administrator is directed to codify this Exhibit A in conformance with the City's existing codification of ordinances, to make non-substantive edits necessary for organization, formatting, and consistency, and to correct any scrivener's errors that may be found in Exhibit A during codification.

Section 2. If any provision, section, phrase, or word of this Ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect any other provision that can be given effect without the invalid provision or application.

Section 3. This Ordinance shall take effect immediately upon its enactment- because delay in implementing regulations regarding the removal of trees risks immediate and irreparable harm to public health, safety, and property.

PASSED AND ADOPTED by the City of Durham, Washington County, Oregon this [DAY] day of [MONTH], 2026.

CITY OF DURHAM
BY:

Joshua Drake, Mayor

ATTEST:

Jordan Parente, City Administrator / Recorder

DRAFT

EXHIBIT A

CHAPTER 162: TREE CODE

- 162.01 Purpose.
- 162.02 Scope.
- 162.03 Definitions.
- 162.04 Tree Removal Permit Required.
- 162.05 Tree Removal Permit Classifications.
- 162.06 Permit Application Requirements.
- 162.07 Permit Application Review Procedures.
- 162.08 Mitigation.
- 162.9 Appeal.
- 162.10 Violations; Enforcement.

162.01. Purpose.

The purpose of this chapter is to permit and regulate the removal of trees on private property in order to protect public health and safety and to protect property from the risks of harm presented by certain trees while protecting trees as an important natural resource of the City.

162.02. Scope.

- A. This chapter shall apply to the removal of trees from private property located within the City of Durham.
- B. This chapter does not apply to the following:
 - i. The removal of a plants that does not meet the definition of tree under this chapter.
 - ii. The removal of a trees approved by a land action pursuant to the Durham Development Code.
 - iii. The removal of a trees from property owned by the City of Durham.

162.03. Definitions.

The following definitions apply to this chapter:

Applicant: An owner of a property within the City who applies for a tree removal permit under this Chapter.

Canopy: the area above ground that is covered by the trunk, branches, and foliage of a tree crown or group of tree crowns.

Canopy coverage: the amount of tree canopy that will be provided for a given lot or parcel through any combination of preserved trees and planting new trees, expressed as

the sum of all the canopy coverage of all preserved trees and newly planted trees, divided by the total canopy coverage for the entire lot or parcel. In general, the formula grants bonus tree canopy credit based on the existing tree canopy of preserved ~~trees, and trees~~ and grants additional tree canopy credit based on the projected mature tree canopy of newly planted trees. Individual tree canopy coverage is identified in the City's tree list.

City: The City Administrator of the City of Durham or designee.

City Arborist: An individual who has met the criteria for certification from the International Society of Arboriculture and maintains accreditation and who possesses and maintains a Tree Risk Assessment Qualification.

Crown: The branches and leaves of a tree extending from the trunk.

Diameter at Breast Height ("DBH"): The tree trunk diameter measured at 4.5 ft. (54 in.) above mean ground level at the base of the trunk, ~~except that i.~~ If a tree splits into multiple trunks above ground but below 4.5 ft., the trunk diameter is measured at its most narrow point beneath the split. The diameter is calculated by dividing the circumference by π (3.14).

Dead or Declining Tree: A tree that is lifeless or is in a state of progressive and irreversible decline. Among the factors that could be considered to determine if the tree is lifeless include unseasonable lack of foliage, brittle dry branches, or lack of any growth during the growing season. Among the factors that could be considered to determine if the tree is in progressive and irreversible decline include chlorotic foliage, an overall thinning of the crown, significant branch mortality, top dieback, premature fall coloration and defoliation, or evidence of disease likely to lead to death.

Hazard Tree: A tree that presents a high or extreme risk on the International Society of Arboriculture qualitative tree risk assessment as determined by the City Arborist.

Improved Surface: A surface that has been improved with asphalt, concrete, or other paved surface of similar characteristics.

Owner: Any person who owns a property within the City of Durham upon which a tree's trunk is located.

Removal: The cutting down of a tree or removing of more than half of the crown, trunk, or root system of a tree; or topping or damage to a tree so as to cause the tree to decline, die, or to qualify as a hazard tree. "Removal" does not include the normal trimming, pruning, or other maintenance of trees that does not have the effect of causing the tree to decline, die, or to qualify as a hazard tree.

Structure: A building or structure constructed pursuant to a building permit.

Tree: A woody plant having a DBH of six inches or larger, or any mitigation tree required by the City to be planted under this chapter. If a tree splits into multiple trunks above

ground, it is considered one tree. If the tree splits into multiple trunks below ground, each trunk shall be considered one tree.

Trunk: The main stem of a tree that connects the roots to the branches.

Utility Service: The physical systems and infrastructure providing utility services including, but not limited to water, sewer, electricity, natural gas, and communications.

162.04. Tree Removal Permit Required.

- A. Except as provided by Section 162.05(E) of this chapter, no person may remove a tree from private property within the City without first obtaining a tree removal permit. A separate tree removal permit is required for each tree to be removed.
- B. The removal of a tree without a tree removal permit is a violation of this chapter and is subject to the penalties set forth herein.

162.05. Tree Removal Permit Classifications

Applicants may apply for a tree removal permit under the following classifications:

A. Hazard Tree Removal Permit

The City shall issue a hazard tree removal permit if the City Arborist determines that the tree is a hazard tree as defined by this chapter.

B. Dead or Declining Tree Removal Permit

The City shall issue a dead or dying-declining tree removal permit if the City Arborist determines that the tree is dead or dying-declining as defined by this chapter.

C. Property Damage Tree Removal Permit

- i. The City shall issue a permit for the removal of a tree causing material damage to property if the applicant demonstrates that the tree is causing material damage or is reasonably likely to cause material damage to an existing structure or utility service; and
 - 1. The City determines that such existing structure or utility service cannot be reasonably moved without further material damage to the existing structure or utility service; and
 - 2. The City Arborist determines that the damage cannot be reasonably prevented or alleviated by measures including, but not limited to, root pruning or installation of root barriers.

D. One Tree Per Year Removal Permit

The City shall issue, once per year per physical address, a permit for the removal of a tree between six inches (6”) and ten inches (10”) DBH.

E. Emergency Tree Removal Permit

- i. The City shall issue an emergency tree removal permit if the applicant demonstrates that the condition of a tree presents an immediate danger to persons or property. For the purposes of this section, “immediate danger to persons or property” shall include any of the following:
 1. The tree begins uprooting, or is starting to progressively lean;
 2. There are cracks in the tree where the main branches connect to the trunk;
 3. The tree is leaning on a structure;
 4. The tree is leaning on another tree; or
 5. The tree is in immediate danger of collapse such that a nonemergency tree removal permit could not first be obtained.
- ii. The City shall review and issue or deny an emergency tree removal permit within two (2) business days of the ~~applicant’s submission~~city’s acceptance of an ~~complete~~ application.
- iii. ~~In the event that~~If the owner determines that a tree presents an immediate danger to persons or property, the owner may remove the tree prior to the issuance of an emergency tree removal permit if the owner applies for an emergency tree removal permit within five (5) business days of the tree’s removal. If the City determines that the tree does not qualify for an emergency tree removal permit, the removal of the tree is a violation of this chapter and is subject to the penalties set forth herein.

F. Removal of Trees Pursuant to Issued Building Permits

- i. The City shall issue a permit for the removal of trees that must be removed in order to execute an issued building permit under the following conditions:
 1. At least 20% of all trees on the property must be preserved;
 2. At least 40% of all the property’s existing canopy coverage ~~is~~ must be preserved; and

3. The preserved trees must be dispersed across at least 50% of the total area of the property, less the building footprint and any man-made surface that reduces or prevents the absorption of water.
- ii. If an applicant under this Section is unable to comply with the requirements of Section 162.05(F)(i), above, then the applicant must submit a written narrative and supporting information demonstrating that compliance with either one or both of these subsections is not possible and that removing more trees than allowed by these subsections is necessary due to one or more of the following:
 1. Removal is necessary due to existing or proposed utilities that cannot be relocated to an alternative location; or
 2. Removal is necessary due to the topography of the subject lot or parcel and the tree or trees to be removed are located within or abutting areas of cuts or fills that are deemed threatening to the life of the tree, as determined by the City Arborist.

162.06. Permit Application Requirements.

- A. An application for a tree removal permit may only be submitted by the owner of the property, as defined by this chapter. ~~In the event that~~If the trunk of the tree proposed to be removed straddles multiple property lines, an application for the removal of that tree must be joined by the owner of each property straddled by the tree's trunk.
- B. An application for a tree removal permit shall be made on forms prescribed by the City.
- C. An application for a tree removal permit shall contain, at minimum, the following information:
 - i. The applicant's name, phone number, mailing address, email address, and address of the property from which tree removal is proposed;
 - ii. The applicant's statement that the applicant is the owner of the property from which tree removal is proposed;
 - iii. The number, DBH, and species of tree proposed to be removed;
 - iv. The location of the tree proposed to be removed marked on a site plan of the property;

- v. A statement of the reason(s) for proposed removal of the tree and the type of tree removal permit sought;
 - vi. Photographic or video evidence of the tree proposed to be removed that clearly demonstrates that the condition of the tree meets the requirements of the tree removal permit classification;
 - vii. If applicable, information regarding the non-feasibility of replanting on-site as required mitigation planting, if applicant alleges that on-site mitigation planting is not feasible;
 - viii. The applicant's consent for City officials, including the City Arborist, to enter the property to conduct an assessment of the tree for which a removal permit is sought;
 - ix. The applicant's signed statement affirming that all information submitted with the tree removal application is complete, accurate, and true;
 - x. All applicable fees established by City council resolution; and
 - xi. Any other information reasonably required by the City.
- 162.07. Permit Application Review Procedures.
- A. The City shall not review an application until the application contains all the information and the permit fee required by this chapter.
 - B. Within ~~Except under extenuating circumstances, as determined by the city administrator in their sole discretion, within two (2) business days of receipt of an emergency tree removal application, or within~~ ten (10) business days of receipt of a ~~complete~~-hazard tree application, or within fifteen (15) business days of receipt of an ~~complete~~-application for all other application types, except under extenuating circumstances, as determined by the City in its sole discretion, -any of which comply with the requirements of Section 162.06, the City shall do one of the following:
 - i. Determine that the application for the proposed tree removal permit satisfies the requirements of this chapter and issue the permit;
 - ii. Determine that the application for the proposed tree removal permit does not satisfy the requirements of this chapter and deny the permit; or

- iii. Determine that additional information is required to determine whether the application satisfies the requirements of this chapter and make a written request for additional information to the applicant.
- C. The City shall send written notice of its determination under Section 162.07(B) to the mailing address or email address listed on the application.

162.08. Mitigation.

- A. Mitigation shall be required for any trees removed pursuant to a tree removal permit issued under this chapter and any trees removed in violation of this chapter.
- B. The mitigation requirement shall be satisfied by one of the following:
 - i. If the City Arborist determines that mitigation planting on the property from which the tree was removed is feasible, then the applicant shall plant a tree of a species from the City's approved tree species list on the property ~~and~~ that, at maturity, would provide at least as much canopy coverage as the tree that was removed; or
 - ii. If the City Arborist determines that mitigation planting on the property from which the tree was removed is not feasible, then the applicant shall pay an in lieu of fee in the amount established by resolution of the City Council instead of planting a mitigation tree. Payment of the in lieu of fee must be made within thirty (30) calendar days of the issuance of the tree removal permit under this chapter. ~~;~~ ~~or~~
- C. Mitigation planting must be completed and proof of mitigation planting, including the species of tree planted, must be submitted to the City within six months of the issuance of the tree removal permit under this chapter. Any tree planted as mitigation under this chapter shall be subject to all permit removal conditions, even after transfers of underlying property. Notwithstanding anything to the contrary contained within this chapter, any tree planted as mitigation under this chapter that dies within the first two years following its planting must be replaced and the replacement tree shall be subject to the requirements of 162.08(B)(i), above. The City may, at its discretion, review the status of any tree planted as mitigation under this chapter.
- D. The City Administrator is hereby authorized to administratively adopt and maintain an approved mitigation tree species list for replacement planting. Such list shall not include any invasive tree species.

162.09. Appeal.

The City's decision regarding a tree removal permit or penalty may be appealed to the City Council in accordance with the following process:

- A. The applicant must submit a written notice of appeal to the City within ten (10) calendar days of the date of mailing of the City's determination under Section 162.07(C). The written notice of appeal must be accompanied by the appeal fee in the amount established by resolution of the City Council. Appeals received more than ten (10) calendar days after the date of mailing of the City's determination under Section 162.07(C) will be dismissed without review by the City Council.
- B. Technical reports supporting the appeal, such as those written by an arborist or engineer, and all other ancillary evidence for City Council consideration, shall be submitted to the City no later than ten (10) business days prior to the date of the hearing.
- C. The applicant's written notice of appeal must contain the following information. Appeals lacking any of the required information will be dismissed without review by the City Council.
 - i. The applicant's name and contact information;
 - ii. A statement of the facts; and
 - iii. A statement of the grounds for the applicant's appeal.
- D. Except as described in Section 162.09(E), below, the appeal will be heard at the first regular City Council meeting following the ~~date~~ City's receipt of the applicant's written notice of appeal but not sooner than fourteen (14) calendar days after ~~the date of~~ the City's receipt of the applicant's written notice of appeal. The applicant shall be provided written notice of the appeal hearing date at least fourteen (14) calendar days before the scheduled hearing.
- E. If an applicant appeals the denial of a hazard tree removal permit, then the appeal will be heard at the first regular Council meeting following the date of the applicant's written notice of appeal. As soon as reasonably practicable, the applicant shall be provided written notice of the appeal hearing date.
- F. The City may grant a request to continue the hearing for good cause.
- G. The City Council's review of a denial shall be limited to determining whether the applicant's tree removal permit application meets the requirements of this chapter. The City Council shall make its decision based on the applicant's application, the applicant's written appeal, and any evidence presented by City staff and the applicant at the appeal hearing. The City Council's decision shall be final.

162.10. Violations; Enforcement.

- A. Any violation of this chapter shall be a civil violation and subject to enforcement in accordance with the Durham Municipal Code. Except as otherwise noted, violations are continuing in nature.
- i. Violations of Section 162.04(B) of this chapter shall be assessed a penalty in an amount not more than four thousand dollars (\$4,000). Violations of Section 16.04(B) are not continuing in nature.
 - ii. Any violation of Section 162.08 of this chapter shall be assessed a penalty in an amount ~~up to~~ not more than five hundred dollars (\$500) for each month that the violation exists until proof that the applicable requirements of Section 162.08 are satisfied. ~~Assessed monthly penalties are cumulative month-to-month and shall accumulate until proof that the applicable requirements of Section 162.08 have been satisfied is submitted to the City.~~ Upon such submission, the City shall waive the most recently assessed five- hundred-dollar (\$500) penalty. However, the remainder of the total cumulative penalty, if any, shall remain owing to the City. ~~Violations of Section 162.08 are not continuing in nature.~~
 - iii. Violations of any other section of this chapter shall be assessed a penalty in an amount not more than four thousand dollars (\$4,000).
- B. If the owner fails to pay any penalty imposed under this chapter, the City may impose a lien upon the owner's real property on which the violation occurred to recover the amount of the penalty.
- C. The rights, remedies, and penalties provided in this chapter are cumulative, are not mutually exclusive, and are in addition to any other rights, remedies, and penalties available to the City under any other provisions of law.
-

MEMORANDUM

To: City Council
From: David Streicher 
Date: 2/12/2026
Subject: Emergency Water Supply and King city Membership in WAB

BACKGROUND AND RELEVANT FACTS:

Distribution of Water in Tigard Area.

The city of Tigard supplies water to a large area bounded by I-5 to the East, Highway 217 and Scholls Ferry Road to the North, Roy Rogers Road to the West, and the Tualatin River to the South.

Durham and King City purchase their water from Tigard. So does an unincorporated area (perhaps twice the size of King City) known as the Tigard Water District (TWD). Conceptually, TWD functions as a separate city with regard to water purchased from Tigard.

Water Advisory Board

In an agreement dated December, 2018 (“2018 IGA”), Tigard, Durham and TWD agreed to create a five-member committee known as the Water Advisory Board (“WAB”), which makes recommendations to Tigard on water matters. The five members are:

1. An elected official of Durham;
2. An elected official of Tigard;
3. A member of TWD;
4. A resident of Tigard who lives in the area served by Tigard; and
5. A non-resident of Tigard who lives in the area served by Tigard.

King City was omitted from the 2018 IGA and does not have representation on WAB (unless the WAB member described at No. 5 above happens to be a resident of King City). According to Brian Rager, the Tigard director of public works, King City was omitted from the 2018 IGA because King City relinquished rights to its pipes and water infrastructure while Durham and TWD did not. Mr. Rager went on to say that King City’s interests were so aligned with Tigard’s that a seat on WAB was unnecessary. This explanation is not clear to me, but a thorough understanding of past history is not necessary for Durham to make the decisions presented by this memorandum.

TWD’s Proposal to Tigard

Attached is a memorandum dated January 13, 2026 from TWD to various parties (“Proposal”), which proposes the following:

- 1.

TWD will pay Tigard \$175,000 to create a water station at an existing reservoir near Bull Mountain. The water station would feature a gravity fed hydrant with 100+ spigots. TWD indicates that \$175,000 should be sufficient funds for the project.

TWD will pay Tigard \$250,000 toward the cost of creating a new well in the King City area, south of Beef Bend Road. In an emergency, up to 15,000 gallons of water per day could be pumped from the well with an emergency generator. There would be 100+ spigots. TWD believes the \$250,000 would fund the preliminary engineering; Tigard would presumably fund the rest.

Durham would not contribute any funds for the projects. But if Tigard does the projects, there might be an indirect cost to Durham in the form of higher water rates.

King City Wants a Seat on WAB

TWD has been corresponding with King City about making King City one of the five members of WAB. TWD has even gone so far as to sign a resolution dated February 10, 2026, requesting that the 2018 IGA be amended to make King City one of the five WAB members. A copy of the resolution is attached. I spoke briefly with Vincent Ferraris, the new city manager for King City. He said that King City buys more water from Tigard than Durham, and should be represented on WAB.

QUESTION PRESENTED NO. 1:

Should Durham endorse the Proposal?

Analysis and Conclusion:

TWD wants to represent to Tigard that Durham endorses the two proposed projects. This will exert added pressure on Tigard to do these projects.

The two proposed projects are too far away from Durham to be of any assistance to us in the event of an emergency. Some would say “we don’t have a dog in the fight.” TWD’s response is that the two projects are just the beginning, and will create momentum for additional projects, including upgraded emergency water facilities for Durham.

There are several modest potential downsides to endorsing the Proposal, including:

1. Durham could be drawn into a protracted standoff with Tigard. I would not anticipate litigation, but our staff may be continually asked to join TWD’s advocacy for the projects. It is hard to estimate how many phone calls, emails and meetings will burden our city administrator. I am willing to be the “point person,” but staff will inevitably be involved.
2. Durham will not receive any immediate benefit, and long-term benefit is uncertain.
3. It is possible that Tigard will increase water rates to cover costs of the Proposal not covered

by TWD's contribution of \$425,000. I have no expertise or factual basis to quantify the risk of future rate increases.

My recommendation is that Durham endorse the Proposal, but with the explicit understanding that Durham will devote only limited staff time pushing the project forward. While we will be more than a silent partner, TWD will shoulder the lion's share of advocacy in promoting the project. I think the potential of future emergency water projects closer to Durham outweigh the potential rate increases related to the Proposal.

QUESTION PRESENTED NO. 2:

Should Durham join TWD and King City in requesting Tigard to amend the 2018 IGA to give King City one seat on WAB?

Analysis and Conclusion:

I believe TWD's motivation for executing the 2/10/2026 resolution is to add King City as an ally in pressuring Tigard to build the emergency water projects in the Proposal. Like Durham, King City might be too far away from the projects to benefit its residents. But even if this is true, King City seems willing to endorse the projects in exchange for TWD helping King City gain a seat on WAB.

Currently, two of the five WAB members are Tigard residents. The two Tigard members presumably vote in a manner furthering Tigard's best interests. King City's interests are probably aligned with Durham; both are small customers dealing with a large city. Adding King City as a member of WAB would probably give the "small customers" (i.e., Durham, TWD and King City) a three-to-two majority on WAB votes. The "cost" of supporting King City should be limited to modest staff time so long as Durham is reimbursed for legal fees related to amending the 2018 IGA.

I believe it is in Durham's best interests to support an amendment to the 2018 IGA that gives King City a seat on WAB, provided that King City or TWD cover any legal fees incurred by Durham in negotiating and drafting an amendment to the 2018 IGA.

TO: Tigard Mayor Yikang Hu, Acting Tigard City Manager Emily Tritsch, Durham City Administrator Jordan Parente, King City Mayor Rachel Kazmierski, King City Planner Maxwell Carter, Members of Tigard’s Water Advisory Board, Director of the Oregon Department of Emergency Management Erin McMahon, and Manager of Washington County Emergency Management John Wheeler

SUBJECT: Tigard Water District’s Proposed Funding of Emergency Water Stations on Bull Mountain and in King City

DATE: January 13, 2026

1. Proposed Emergency Water Station on Bull Mountain. As a pilot project to enhance preparations for a Cascadia subduction earthquake, the Tigard Water District (TWD) is prepared to fund an emergency water station beside Price Park Reservoir, Sunrise Park Reservoir, or Menlor Reservoir. TWD’s financial commitment to this project would be limited to a maximum of **\$175,000**.

In a water emergency, the distribution system would be removed from storage in a nearby Conex container, assembled by volunteers, and coupled to the gravity-fed fire hydrant alongside the reservoir. Then the equipment would dispense water through a quick-connect water manifold with 100 or more spigots.

TWD would collaborate with the City of Tigard to organize volunteers who reside near the water station. The volunteers would undergo suitable background checks and training in the assembly, maintenance, and operation of the water station.

During a water emergency, the volunteers would coordinate with Tigard staff, assemble the water station, notify the public that the station is operating, and maintain and operate the station for the maximum number of hours that are feasible.

TWD would equip the volunteers with satellite phones and ham radio handsets. It would fund the expenses associated with the communications system through June 2031 or later.

2. Proposed Emergency Water Well in King City. The Washington County Water Master has concluded that “the emergency well [proposed here] could operate under the 15,000 gallons per day group domestic exemption.” See the three attached emails. Theoretically, fifteen thousand gallons of water per day would meet the emergency needs of approximately 15,000 people.

As a second project to enhance preparations for a Cascadia earthquake, TWD is prepared to fund a new emergency water well to be developed just south of SW Beef Bend Road

somewhere between SW 131st Avenue and SW 150th Avenue. TWD's financial commitment to this second project would be limited to a maximum of **\$250,000**.

The well would draw water from a deep aquifer, be designed so that it is earthquake resistant, be capable of producing 15,000 gallons of water per day, include an emergency generator large enough to operate the well pump and related equipment at least 12 hours per day, be equipped with a propane tank large enough for 30 days of operation, and feature a water distribution manifold with at least 100 spigots.

TWD would collaborate with the Cities of Tigard and King City to organize volunteers who reside near the emergency well. The volunteers would undergo suitable background checks and training in the assembly, maintenance, and operation of the well and water manifold.

In the event of a water emergency, the volunteers would coordinate with Tigard and King City staffs, energize the well, notify the public that the emergency well is operating, and keep the well and manifold operating the maximum number of hours that are feasible under the circumstances.

TWD would equip the volunteers with satellite phones and ham radio handsets. It would fund the expenses associated with the communications system through June 2031 or later.

TWD's funding of these two projects is subject to approval by TWD's legal counsel and the preparation and execution of formal agreements, all the terms of which must be acceptable to the TWD.

Tigard Water District

By _____
Bill Tichy, Board Chair

TIGARD WATER DISTRICT

Serving Unincorporated Washington County, Oregon

RESOLUTION NO. 2026-01

A RESOLUTION URGING PERMANENT MEMBERSHIP ON THE WATER ADVISORY BOARD BY A RESIDENT OF KING CITY, OREGON.

WHEREAS King City, Oregon, has a population of approximately 5,100, is increasing in population, is expanding to the west, and is situated within the Tigard Water Service Area (TWSA), and

WHEREAS King City, Durham, and TWD executed three separate agreements with the City of Tigard dated December 23, 1993, whereby each of them delegated authority to Tigard to operate and maintain the water system facilities within TWSA as part of an integrated water supply system, and

WHEREAS in December 2014, King City and Tigard entered into an agreement that replaced their December 1993 intergovernmental agreement (IGA) regarding the water system, and

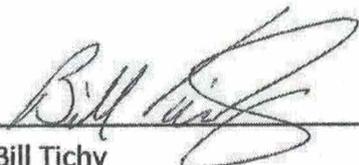
WHEREAS in or about December 2018, Tigard, Durham, and TWD entered into a single IGA (the TWSAA) that replaced their December 1993 IGAs but did not include King City in the single new IGA, and

WHEREAS the Water Advisory Board (WAB) serving TWSA includes Durham, Tigard, and TWD but not King City, and

WHEREAS all municipalities within TWSA should be represented on WAB,

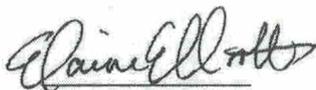
NOW THEREFORE, BE IT RESOLVED by the Board of the Tigard Water District that TWSAA should be amended to require that Tigard's appointments to WAB, made after February 2026, must ensure that the members of WAB include a resident of King City.

PASSED: February 10, 2026.



Bill Tichy
Chair, Board of Commissioners
Tigard Water District

ATTEST:



Elaine Elliott
Secretary
Tigard Water District

RESOLUTION NO. 2026-01

Page 2 of 2

**City of Durham
Treasury Report as of
1/31/2026**

Checking/Savings		
1110 Petty Cash	150.00	0.0%
1120 Checking	65,548.40	1.37%
1130 State Investment Pool	4,732,257.63	98.63%
Total Checking/Savings	4,797,956.03	100.0%
1400 Due (To)/From Other Funds		
10 - General Fund	1,058,983.50	22.07%
20 - Streets Fund	2,423,395.19	50.51%
22 - TDT Fund	339,015.44	7.07%
30 - Greenspaces Fund	505.36	0.01%
32 - Parks SDC Fund	206,397.93	4.3%
50 - Building Fund	769,658.61	16.04%
Total Cash & Cash Equivalents	4,797,956.03	100.0%

City of Durham, Oregon
Budget vs. Actuals: FY26 - General Fund
July 2025 - January 2026

	10 - GENERAL FUND				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
4001 Beginning Fund Balance (Budget)		1,813,676.00	-1,813,676.00		\$0.00	\$1,813,676.00	\$ -1,813,676.00	0.00%
4100 Property Tax Revenue		127,609.00	-127,609.00		\$0.00	\$127,609.00	\$ -127,609.00	0.00%
4110 Property Tax - Current	128,483.74		128,483.74		\$128,483.74	\$0.00	\$128,483.74	0.00%
4120 Property Tax - Prior	1,479.17		1,479.17		\$1,479.17	\$0.00	\$1,479.17	0.00%
4130 Other Tax Revenue	56.35		56.35		\$56.35	\$0.00	\$56.35	0.00%
Total 4100 Property Tax Revenue	130,019.26	127,609.00	2,410.26	101.89 %	\$130,019.26	\$127,609.00	\$2,410.26	101.89 %
4200 Intergovernmental Revenue					\$0.00	\$0.00	\$0.00	0.00%
4210 State Revenue Sharing	7,734.98	14,275.00	-6,540.02	54.19 %	\$7,734.98	\$14,275.00	\$ -6,540.02	54.19 %
4230 Cigarette Tax	620.02	1,048.00	-427.98	59.16 %	\$620.02	\$1,048.00	\$ -427.98	59.16 %
4240 Liquor Tax	17,318.63	28,234.00	-10,915.37	61.34 %	\$17,318.63	\$28,234.00	\$ -10,915.37	61.34 %
4250 Marijuana Tax	1,450.81	2,812.00	-1,361.19	51.59 %	\$1,450.81	\$2,812.00	\$ -1,361.19	51.59 %
4280 Grant Revenues					\$0.00	\$0.00	\$0.00	0.00%
4281 State Grants	2,000.00		2,000.00		\$2,000.00	\$0.00	\$2,000.00	0.00%
Total 4280 Grant Revenues	2,000.00	2,000.00	2,000.00	100.00 %	\$2,000.00	\$0.00	\$2,000.00	100.00 %
Total 4200 Intergovernmental Revenue	29,124.44	46,369.00	-17,244.56	62.81 %	\$29,124.44	\$46,369.00	\$ -17,244.56	62.81 %
4300 Franchise Fees		191,750.00	-191,750.00		\$0.00	\$191,750.00	\$ -191,750.00	0.00%
4310 Water Franchise Fees	17,277.58		17,277.58		\$17,277.58	\$0.00	\$17,277.58	0.00%
4340 Garbage Franchise Fees	8,355.17		8,355.17		\$8,355.17	\$0.00	\$8,355.17	0.00%
4350 Phone Franchise Fees	188.67		188.67		\$188.67	\$0.00	\$188.67	0.00%
4360 Cable Franchise Fees	5,428.45		5,428.45		\$5,428.45	\$0.00	\$5,428.45	0.00%
Total 4300 Franchise Fees	31,249.87	191,750.00	-160,500.13	16.30 %	\$31,249.87	\$191,750.00	\$ -160,500.13	16.30 %
4400 Licenses, Permits, & Fees	0.00	25,000.00	-25,000.00	0.00 %	\$0.00	\$25,000.00	\$ -25,000.00	0.00 %
4410 Licenses	0.00		0.00		\$0.00	\$0.00	\$0.00	0.00%
4411 Business License Fee	12,239.42		12,239.42		\$12,239.42	\$0.00	\$12,239.42	0.00%
4412 Telecom License	15,000.00		15,000.00		\$15,000.00	\$0.00	\$15,000.00	0.00%
Total 4410 Licenses	27,239.42	27,239.42	27,239.42	100.00 %	\$27,239.42	\$0.00	\$27,239.42	0.00%
4430 Permits					\$0.00	\$0.00	\$0.00	0.00%
4431 Building Permit (20%)	14,998.02	7,500.00	7,498.02	199.97 %	\$14,998.02	\$7,500.00	\$7,498.02	199.97 %
4432 Tree Removal Permit	750.00		750.00		\$750.00	\$0.00	\$750.00	0.00%
4433 ROW Permit	7,055.89		7,055.89		\$7,055.89	\$0.00	\$7,055.89	0.00%
4434 Special Event Permit	300.00		300.00		\$300.00	\$0.00	\$300.00	0.00%
4436 Sign Permit	1,200.00		1,200.00		\$1,200.00	\$0.00	\$1,200.00	0.00%
Total 4430 Permits	24,303.91	7,500.00	16,803.91	324.05 %	\$24,303.91	\$7,500.00	\$16,803.91	324.05 %
4450 Fees					\$0.00	\$0.00	\$0.00	0.00%
4451 Development Fees	5,500.00		5,500.00		\$5,500.00	\$0.00	\$5,500.00	0.00%
Total 4450 Fees	5,500.00	5,500.00	5,500.00	100.00 %	\$5,500.00	\$0.00	\$5,500.00	0.00%
4490 Other Fines & Fees	250.00		250.00		\$250.00	\$0.00	\$250.00	0.00%
Total 4400 Licenses, Permits, & Fees	57,293.33	32,500.00	24,793.33	176.29 %	\$57,293.33	\$32,500.00	\$24,793.33	176.29 %
4500 Administrative Fees		2,000.00	-2,000.00		\$0.00	\$2,000.00	\$ -2,000.00	0.00%
4510 Lien Search Request	785.00		785.00		\$785.00	\$0.00	\$785.00	0.00%
4520 Public Records Request	110.00		110.00		\$110.00	\$0.00	\$110.00	0.00%
4530 10% Pass-Through Fee	1,011.13		1,011.13		\$1,011.13	\$0.00	\$1,011.13	0.00%
4540 City Staff Time	1,050.00		1,050.00		\$1,050.00	\$0.00	\$1,050.00	0.00%
Total 4500 Administrative Fees	2,956.13	2,000.00	956.13	147.81 %	\$2,956.13	\$2,000.00	\$956.13	147.81 %
4800 Interest Income	28,764.89	25,000.00	3,764.89	115.06 %	\$28,764.89	\$25,000.00	\$3,764.89	115.06 %
4900 Miscellaneous Revenue	33.00		33.00		\$33.00	\$0.00	\$33.00	0.00%
Total Income	\$279,440.92	\$2,238,904.00	\$ -1,959,463.08	12.48 %	\$279,440.92	\$2,238,904.00	\$ -1,959,463.08	12.48 %
GROSS PROFIT	\$279,440.92	\$2,238,904.00	\$ -1,959,463.08	12.48 %	\$279,440.92	\$2,238,904.00	\$ -1,959,463.08	12.48 %
Expenses								
5000 Personnel Services					\$0.00	\$0.00	\$0.00	0.00%
5100 Salaries & Wages		5,000.00	-5,000.00		\$0.00	\$5,000.00	\$ -5,000.00	0.00%
5110 City Administrator	60,890.15	100,282.00	-39,391.85	60.72 %	\$60,890.15	\$100,282.00	\$ -39,391.85	60.72 %
5120 Admin. Assistant	32,411.46	66,435.00	-34,023.54	48.79 %	\$32,411.46	\$66,435.00	\$ -34,023.54	48.79 %
Total 5100 Salaries & Wages	93,301.61	171,717.00	-78,415.39	54.33 %	\$93,301.61	\$171,717.00	\$ -78,415.39	54.33 %
5200 Payroll Taxes	8,754.12	16,108.00	-7,353.88	54.35 %	\$8,754.12	\$16,108.00	\$ -7,353.88	54.35 %
5300 Workers Comp Ins	395.06	550.00	-154.94	71.83 %	\$395.06	\$550.00	\$ -154.94	71.83 %
5400 Employee Benefits					\$0.00	\$0.00	\$0.00	0.00%
5410 PERS	19,790.14	39,545.00	-19,754.86	50.04 %	\$19,790.14	\$39,545.00	\$ -19,754.86	50.04 %
5430 Med/Den/Vision Ins	5,114.54	14,350.00	-9,235.46	35.64 %	\$5,114.54	\$14,350.00	\$ -9,235.46	35.64 %
Total 5400 Employee Benefits	24,904.68	53,895.00	-28,990.32	46.21 %	\$24,904.68	\$53,895.00	\$ -28,990.32	46.21 %
Total 5000 Personnel Services	127,355.47	242,270.00	-114,914.53	52.57 %	\$127,355.47	\$242,270.00	\$ -114,914.53	52.57 %
6000 Materials & Services					\$0.00	\$0.00	\$0.00	0.00%
6100 Operating Expense					\$0.00	\$0.00	\$0.00	0.00%
6110 Office Supplies	2,729.41	5,750.00	-3,020.59	47.47 %	\$2,729.41	\$5,750.00	\$ -3,020.59	47.47 %
6120 Marketing & Newsletters	2,687.75	7,000.00	-4,312.25	38.40 %	\$2,687.75	\$7,000.00	\$ -4,312.25	38.40 %
6130 Street Supplies					\$0.00	\$0.00	\$0.00	0.00%

	10 - GENERAL FUND				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6132 Street Signs	15.09		15.09		\$15.09	\$0.00	\$15.09	0.00%
Total 6130 Street Supplies	15.09		15.09		\$15.09	\$0.00	\$15.09	0.00%
6150 Dues & Subscriptions	4,961.96	4,500.00	461.96	110.27 %	\$4,961.96	\$4,500.00	\$461.96	110.27 %
6170 Equipment Expense	4,709.45	8,500.00	-3,790.55	55.41 %	\$4,709.45	\$8,500.00	\$ -3,790.55	55.41 %
6190 Other Operating Expense		6,000.00	-6,000.00		\$0.00	\$6,000.00	\$ -6,000.00	0.00%
Total 6100 Operating Expense	15,103.66	31,750.00	-16,646.34	47.57 %	\$15,103.66	\$31,750.00	\$ -16,646.34	47.57 %
6200 Facilities					\$0.00	\$0.00	\$0.00	0.00%
6210 City Hall					\$0.00	\$0.00	\$0.00	0.00%
6211 City Hall Rent	8,800.00	13,200.00	-4,400.00	66.67 %	\$8,800.00	\$13,200.00	\$ -4,400.00	66.67 %
6212 City Hall Utilities	3,360.26	7,000.00	-3,639.74	48.00 %	\$3,360.26	\$7,000.00	\$ -3,639.74	48.00 %
6213 Security	260.40	1,000.00	-739.60	26.04 %	\$260.40	\$1,000.00	\$ -739.60	26.04 %
6214 City Hall Maintenance & Repair		750.00	-750.00		\$0.00	\$750.00	\$ -750.00	0.00%
Total 6210 City Hall	12,420.66	21,950.00	-9,529.34	56.59 %	\$12,420.66	\$21,950.00	\$ -9,529.34	56.59 %
6220 Park Utilities & Maintenance					\$0.00	\$0.00	\$0.00	0.00%
6221 Park Maintenance	18,066.25	37,500.00	-19,433.75	48.18 %	\$18,066.25	\$37,500.00	\$ -19,433.75	48.18 %
6222 Park Utilities	1,074.20	1,750.00	-675.80	61.38 %	\$1,074.20	\$1,750.00	\$ -675.80	61.38 %
Total 6220 Park Utilities & Maintenance	19,140.45	39,250.00	-20,109.55	48.77 %	\$19,140.45	\$39,250.00	\$ -20,109.55	48.77 %
6250 Street Fund					\$0.00	\$0.00	\$0.00	0.00%
6252 Street Light Utilities	1,081.34		1,081.34		\$1,081.34	\$0.00	\$1,081.34	0.00%
6255 Bike Paths & Sidewalk Maint/Repair	1,257.24		1,257.24		\$1,257.24	\$0.00	\$1,257.24	0.00%
Total 6250 Street Fund	2,338.58		2,338.58		\$2,338.58	\$0.00	\$2,338.58	0.00%
Total 6200 Facilities	33,899.69	61,200.00	-27,300.31	55.39 %	\$33,899.69	\$61,200.00	\$ -27,300.31	55.39 %
6300 Contract Services					\$0.00	\$0.00	\$0.00	0.00%
6310 Accounting					\$0.00	\$0.00	\$0.00	0.00%
6311 Audit Fees		16,350.00	-16,350.00		\$0.00	\$16,350.00	\$ -16,350.00	0.00%
6312 Accounting Fees	4,556.94	13,000.00	-8,443.06	35.05 %	\$4,556.94	\$13,000.00	\$ -8,443.06	35.05 %
6313 Payroll Fees	532.00	650.00	-118.00	81.85 %	\$532.00	\$650.00	\$ -118.00	81.85 %
Total 6310 Accounting	5,088.94	30,000.00	-24,911.06	16.96 %	\$5,088.94	\$30,000.00	\$ -24,911.06	16.96 %
6330 Planning Services	26,544.00		26,544.00		\$26,544.00	\$0.00	\$26,544.00	0.00%
6340 Arborist	460.00	35,500.00	-35,040.00	1.30 %	\$460.00	\$35,500.00	\$ -35,040.00	1.30 %
6350 Legal Services	40,812.80	52,500.00	-11,687.20	77.74 %	\$40,812.80	\$52,500.00	\$ -11,687.20	77.74 %
6360 Police Services	89,221.66	177,600.00	-88,378.34	50.24 %	\$89,221.66	\$177,600.00	\$ -88,378.34	50.24 %
6370 911 Contract	6,598.80	13,200.00	-6,601.20	49.99 %	\$6,598.80	\$13,200.00	\$ -6,601.20	49.99 %
6380 IT Services	477.50	15,000.00	-14,522.50	3.18 %	\$477.50	\$15,000.00	\$ -14,522.50	3.18 %
6390 Other Contract Services		1,500.00	-1,500.00		\$0.00	\$1,500.00	\$ -1,500.00	0.00%
Total 6300 Contract Services	169,203.70	325,300.00	-156,096.30	52.01 %	\$169,203.70	\$325,300.00	\$ -156,096.30	52.01 %
6400 Travel & Training		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
6410 Vehicle Expense	434.29	1,000.00	-565.71	43.43 %	\$434.29	\$1,000.00	\$ -565.71	43.43 %
6420 Meals & Entertainment		750.00	-750.00		\$0.00	\$750.00	\$ -750.00	0.00%
6430 Conferences & Education		3,000.00	-3,000.00		\$0.00	\$3,000.00	\$ -3,000.00	0.00%
Total 6400 Travel & Training	434.29	4,750.00	-4,315.71	9.14 %	\$434.29	\$4,750.00	\$ -4,315.71	9.14 %
6500 Insurance		7,500.00	-7,500.00		\$0.00	\$7,500.00	\$ -7,500.00	0.00%
6510 Property Insurance	987.84		987.84		\$987.84	\$0.00	\$987.84	0.00%
6520 Liability Insurance	5,121.90		5,121.90		\$5,121.90	\$0.00	\$5,121.90	0.00%
Total 6500 Insurance	6,109.74	7,500.00	-1,390.26	81.46 %	\$6,109.74	\$7,500.00	\$ -1,390.26	81.46 %
6700 Donations & Contributions	1,700.00	1,700.00	0.00	100.00 %	\$1,700.00	\$1,700.00	\$0.00	100.00 %
Total 6000 Materials & Services	226,451.08	432,200.00	-205,748.92	52.39 %	\$226,451.08	\$432,200.00	\$ -205,748.92	52.39 %
8100 Transfers					\$0.00	\$0.00	\$0.00	0.00%
8110 Transfer to General Fund	-95,750.00	-95,750.00	0.00	100.00 %	\$ -95,750.00	\$ -95,750.00	\$0.00	100.00 %
8150 Transfer to Building Fund	750,000.00	750,000.00	0.00	100.00 %	\$750,000.00	\$750,000.00	\$0.00	100.00 %
Total 8100 Transfers	654,250.00	654,250.00	0.00	100.00 %	\$654,250.00	\$654,250.00	\$0.00	100.00 %
8900 Contingency (Budget)		25,000.00	-25,000.00		\$0.00	\$25,000.00	\$ -25,000.00	0.00%
Total Expenses	\$1,008,056.55	\$1,353,720.00	\$ -345,663.45	74.47 %	\$1,008,056.55	\$1,353,720.00	\$ -345,663.45	74.47 %
NET OPERATING INCOME	\$ -728,615.63	\$885,184.00	\$ -1,613,799.63	-82.31 %	\$ -728,615.63	\$885,184.00	\$ -1,613,799.63	-82.31 %
Other Income								
9100 Pass Through Revenue					\$0.00	\$0.00	\$0.00	0.00%
9110 State Surcharge	2,563.25		2,563.25		\$2,563.25	\$0.00	\$2,563.25	0.00%
9130 Planning Pass Through	2,695.00		2,695.00		\$2,695.00	\$0.00	\$2,695.00	0.00%
9150 Engineering Pass Through	5,099.40		5,099.40		\$5,099.40	\$0.00	\$5,099.40	0.00%
9160 Metro CET Pass Through	4,572.76		4,572.76		\$4,572.76	\$0.00	\$4,572.76	0.00%
9170 TTSD CET Pass Through	30,301.62		30,301.62		\$30,301.62	\$0.00	\$30,301.62	0.00%
9180 Legal Pass Through	1,710.00		1,710.00		\$1,710.00	\$0.00	\$1,710.00	0.00%
9190 Arborist Pass Through	115.00		115.00		\$115.00	\$0.00	\$115.00	0.00%
Total 9100 Pass Through Revenue	47,057.03		47,057.03		\$47,057.03	\$0.00	\$47,057.03	0.00%
9200 BP Revenue					\$0.00	\$0.00	\$0.00	0.00%
9210 BP Building Permit	14,037.70		14,037.70		\$14,037.70	\$0.00	\$14,037.70	0.00%
9220 BP Plan Review	25,311.18		25,311.18		\$25,311.18	\$0.00	\$25,311.18	0.00%
9230 BP Mechanical Permit	3,220.69		3,220.69		\$3,220.69	\$0.00	\$3,220.69	0.00%
9240 BP Plumbing Permit	4,970.41		4,970.41		\$4,970.41	\$0.00	\$4,970.41	0.00%
Total 9200 BP Revenue	47,539.98		47,539.98		\$47,539.98	\$0.00	\$47,539.98	0.00%
Total Other Income	\$94,597.01	\$0.00	\$94,597.01	0.00%	\$94,597.01	\$0.00	\$94,597.01	0.00%
Other Expenses								
9300 Pass Through Expense					\$0.00	\$0.00	\$0.00	0.00%

	10 - GENERAL FUND				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
9310 State Surcharge Pass Through	6,745.13		6,745.13		\$6,745.13	\$0.00	\$6,745.13	0.00%
9320 Building Permits	82,362.89		82,362.89		\$82,362.89	\$0.00	\$82,362.89	0.00%
9350 Engineering PassThrough	4,158.75		4,158.75		\$4,158.75	\$0.00	\$4,158.75	0.00%
9360 Metro CET Pass Through	4,614.00		4,614.00		\$4,614.00	\$0.00	\$4,614.00	0.00%
9370 TTSD CET Pass Through	30,401.25		30,401.25		\$30,401.25	\$0.00	\$30,401.25	0.00%
9390 Arborist Pass Through	115.00		115.00		\$115.00	\$0.00	\$115.00	0.00%
Total 9300 Pass Through Expense	128,397.02		128,397.02		\$128,397.02	\$0.00	\$128,397.02	0.00%
9400 BP Expense					\$0.00	\$0.00	\$0.00	0.00%
9420 BP Expense - 20% to City	14,998.02		14,998.02		\$14,998.02	\$0.00	\$14,998.02	0.00%
Total 9400 BP Expense	14,998.02		14,998.02		\$14,998.02	\$0.00	\$14,998.02	0.00%
Total Other Expenses	\$143,395.04	\$0.00	\$143,395.04	0.00%	\$143,395.04	\$0.00	\$143,395.04	0.00%
NET OTHER INCOME	\$ -48,798.03	\$0.00	\$ -48,798.03	0.00%	\$ -48,798.03	\$0.00	\$ -48,798.03	0.00%
NET INCOME	\$ -777,413.66	\$885,184.00	\$ -1,662,597.66	-87.83 %	\$ -777,413.66	\$885,184.00	\$ -1,662,597.66	-87.83 %

City of Durham, Oregon
 Budget vs. Actuals: FY26 - Street Fund
 July 2025 - January 2026

	20 - STREET FUND				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
4001 Beginning Fund Balance (Budget)		2,327,662.00	-2,327,662.00		\$0.00	\$2,327,662.00	\$ -2,327,662.00	0.00%
4200 Intergovernmental Revenue					\$0.00	\$0.00	\$0.00	0.00%
4220 Gas Tax	94,952.00	148,054.00	-53,102.00	64.13 %	\$94,952.00	\$148,054.00	\$ -53,102.00	64.13 %
4270 Vehicle Registration	19,146.79	25,000.00	-5,853.21	76.59 %	\$19,146.79	\$25,000.00	\$ -5,853.21	76.59 %
4280 Grant Revenues					\$0.00	\$0.00	\$0.00	0.00%
4281 State Grants		250,000.00	-250,000.00		\$0.00	\$250,000.00	\$ -250,000.00	0.00%
Total 4280 Grant Revenues		250,000.00	-250,000.00		\$0.00	\$250,000.00	\$ -250,000.00	0.00%
Total 4200 Intergovernmental Revenue	114,098.79	423,054.00	-308,955.21	26.97 %	\$114,098.79	\$423,054.00	\$ -308,955.21	26.97 %
4400 Licenses, Permits, & Fees					\$0.00	\$0.00	\$0.00	0.00%
4490 Other Fines & Fees	10,000.00		10,000.00		\$10,000.00	\$0.00	\$10,000.00	0.00%
Total 4400 Licenses, Permits, & Fees	10,000.00		10,000.00		\$10,000.00	\$0.00	\$10,000.00	0.00%
4800 Interest Income	60,491.25	45,000.00	15,491.25	134.43 %	\$60,491.25	\$45,000.00	\$15,491.25	134.43 %
Total Income	\$184,590.04	\$2,795,716.00	\$ -2,611,125.96	6.60 %	\$184,590.04	\$2,795,716.00	\$ -2,611,125.96	6.60 %
GROSS PROFIT	\$184,590.04	\$2,795,716.00	\$ -2,611,125.96	6.60 %	\$184,590.04	\$2,795,716.00	\$ -2,611,125.96	6.60 %
Expenses								
6000 Materials & Services					\$0.00	\$0.00	\$0.00	0.00%
6100 Operating Expense					\$0.00	\$0.00	\$0.00	0.00%
6130 Street Supplies					\$0.00	\$0.00	\$0.00	0.00%
6131 Light/Pole Replacement		25,000.00	-25,000.00		\$0.00	\$25,000.00	\$ -25,000.00	0.00%
6132 Street Signs	46.13	2,500.00	-2,453.87	1.85 %	\$46.13	\$2,500.00	\$ -2,453.87	1.85 %
6139 Misc Street Supplies		2,500.00	-2,500.00		\$0.00	\$2,500.00	\$ -2,500.00	0.00%
Total 6130 Street Supplies	46.13	30,000.00	-29,953.87	0.15 %	\$46.13	\$30,000.00	\$ -29,953.87	0.15 %
Total 6100 Operating Expense	46.13	30,000.00	-29,953.87	0.15 %	\$46.13	\$30,000.00	\$ -29,953.87	0.15 %
6200 Facilities					\$0.00	\$0.00	\$0.00	0.00%
6250 Street Fund					\$0.00	\$0.00	\$0.00	0.00%
6251 Street Maintenance & Repair	6,944.99	50,000.00	-43,055.01	13.89 %	\$6,944.99	\$50,000.00	\$ -43,055.01	13.89 %
6252 Street Light Utilities	7,643.17	25,000.00	-17,356.83	30.57 %	\$7,643.17	\$25,000.00	\$ -17,356.83	30.57 %
6255 Bike Paths & Sidewalk Maint/Repair	11,150.90	50,000.00	-38,849.10	22.30 %	\$11,150.90	\$50,000.00	\$ -38,849.10	22.30 %
Total 6250 Street Fund	25,739.06	125,000.00	-99,260.94	20.59 %	\$25,739.06	\$125,000.00	\$ -99,260.94	20.59 %
Total 6200 Facilities	25,739.06	125,000.00	-99,260.94	20.59 %	\$25,739.06	\$125,000.00	\$ -99,260.94	20.59 %
6300 Contract Services					\$0.00	\$0.00	\$0.00	0.00%
6320 Engineering		32,500.00	-32,500.00		\$0.00	\$32,500.00	\$ -32,500.00	0.00%
6330 Planning Services		32,500.00	-32,500.00		\$0.00	\$32,500.00	\$ -32,500.00	0.00%
Total 6300 Contract Services		65,000.00	-65,000.00		\$0.00	\$65,000.00	\$ -65,000.00	0.00%
Total 6000 Materials & Services	25,785.19	220,000.00	-194,214.81	11.72 %	\$25,785.19	\$220,000.00	\$ -194,214.81	11.72 %
7000 Capital Outlay		800,000.00	-800,000.00		\$0.00	\$800,000.00	\$ -800,000.00	0.00%
8100 Transfers					\$0.00	\$0.00	\$0.00	0.00%
8110 Transfer to General Fund	86,450.00	86,450.00	0.00	100.00 %	\$86,450.00	\$86,450.00	\$0.00	100.00 %
Total 8100 Transfers	86,450.00	86,450.00	0.00	100.00 %	\$86,450.00	\$86,450.00	\$0.00	100.00 %
8900 Contingency (Budget)		40,000.00	-40,000.00		\$0.00	\$40,000.00	\$ -40,000.00	0.00%
Total Expenses	\$112,235.19	\$1,146,450.00	\$ -1,034,214.81	9.79 %	\$112,235.19	\$1,146,450.00	\$ -1,034,214.81	9.79 %
NET OPERATING INCOME	\$72,354.85	\$1,649,266.00	\$ -1,576,911.15	4.39 %	\$72,354.85	\$1,649,266.00	\$ -1,576,911.15	4.39 %
NET INCOME	\$72,354.85	\$1,649,266.00	\$ -1,576,911.15	4.39 %	\$72,354.85	\$1,649,266.00	\$ -1,576,911.15	4.39 %

Checking Account Detail - Prior Month - Council

City of Durham, Oregon

January 2026

DISTRIBUTION ACCOUNT	NUM	TRANSACTION DATE	NAME	MEMO/DESCRIPTION	AMOUNT
Journal Entry					
1120 Checking	FY26-01.02.26-Payroll	01/02/2026		01/02/2026 Net Pay	-4,467.61
1120 Checking	FY26-01.02.26-Payroll	01/02/2026		01/02/2026 Taxes	-2,262.89
1120 Checking	FY26-01.16.26-Payroll	01/16/2026		01/16/2026 Net Pay	-4,512.55
1120 Checking	FY26-01.16.26-Payroll	01/16/2026		01/16/2026 Taxes	-2,272.69
1120 Checking	FY26-01.30.26-Payroll	01/30/2026		01/30/2026 Net Pay	-4,511.01
1120 Checking	FY26-01.30.26-Payroll	01/30/2026		01/30/2026 Taxes	-2,249.44
Total for Journal Entry					-\$20,276.19
Expense					
1120 Checking	EFT	01/02/2026	PGE	Monthly City Hall Electric Bill	-97.54
1120 Checking	EFT	01/02/2026	PGE	Monthly Arkenstone Park Electric Bill	-25.47
1120 Checking	EFT	01/02/2026	PGE	Monthly Heron Grove Path Electric Bill	-32.67
1120 Checking	EFT	01/05/2026	Gusto	December 2025 Monthly Payroll Fees Autopay	-104.00
1120 Checking	EFT	01/05/2026	NW Natural Gas	Monthly Gas Bill Autopay	-113.97
1120 Checking	EFT	01/06/2026	ZiPLY Fiber	January 2026 ZiPLY Autopay	-257.17
1120 Checking	EFT	01/06/2026	CIS - Employee Benefits	Monthly Employee Benefits Autopay	-1,166.90
1120 Checking	EFT - Pension	01/12/2026	PERS	PERS Pension for 12/21/2025 - 01/05/2026 Employer Statement	-937.12
1120 Checking	EFT - IAP	01/12/2026	PERS	PERS IAP for 12/21/2025 - 01/05/2026 Employer Statement	-233.89
1120 Checking	EFT	01/13/2026	T-Mobile	January '26 CA Monthly Cell Phone Bill	-36.11
1120 Checking	EFT	01/15/2026	Turboscribe	Jan 2026 Monthly Turboscribe Subscription	-20.00
1120 Checking	EFT	01/18/2026	Chat GPT - Open AI	Jan '26 ChatGPT Monthly Subscription - Invoice #CE923226-0015	-20.00
1120 Checking	Debit 2026.01.20-01	01/20/2026	Uline	Uline - Boxes for Paper Storage	-57.80
1120 Checking	Debit 2026.01.22-01	01/22/2026	Costco	Costco - Checks for the City	-58.88
1120 Checking	Debit 2026.01.22-02	01/22/2026	Whole Foods	Whole Foods - Lavender Foam Soap	-9.99
1120 Checking	Debit 2026.01.23	01/23/2026	Intuit Quickbooks	1099 E-file Fees - Invoice # 10001461638177	-32.94
1120 Checking	10001462654423	01/27/2026	Intuit Quickbooks	Jan '26 QBO Monthly Subscription	-115.00
1120 Checking	EFT - Pension	01/27/2026	PERS	PERS Pension for 01/06 - 01/20/2026 Employer Statement	-1,874.24
1120 Checking	EFT - IAP	01/27/2026	PERS	PERS IAP for 01/06 - 01/20/2026 Employer Statement	-467.78
Total for Expense					-\$5,661.47
Bill Payment (Check)					
1120 Checking	17882	01/05/2026	Cannon Planning Services	December 2025 Planning Services	-4,795.00
1120 Checking	17883	01/05/2026	Reeve Kearns PC	Hearings Officer - Durham Estates ELD Appeal - Dec 2025	-3,060.00
1120 Checking	17884	01/06/2026	Dept. of Consumer & Bus. Services	Q4 2025 State Surcharge	-2,006.97
1120 Checking	17885	01/07/2026	PGE	Dec 2025 PGE Street Lights	-1,096.98
1120 Checking	17886	01/09/2026	GISI Marketing Group	Winter 2026 Newsletter & Postage	-932.45
1120 Checking	17887	01/12/2026	Oregon Dept. of Transportation	December 2025 Monthly ODOT Traffic Light Bill	-7.78
1120 Checking	17888	01/13/2026	Alexonet	December 2025 IT Services and Microsoft 365 G3 Subscription	-287.02
1120 Checking	17889	01/13/2026	Merina+Co	December 2025 Accounting Services	-947.50
1120 Checking	17890	01/14/2026	Curran-McLeod, Inc.	December 2025 Engineering Services	-588.75
1120 Checking	17891	01/15/2026	Jordan D. Parente	December 2025 Expenses	-51.07
1120 Checking	17892	01/15/2026	Wyatt Bean	December 2025 Expenses	-1.40
1120 Checking	17893	01/22/2026	T. Olson Properties	Feb 2026 City Hall Rent	-1,100.00
1120 Checking	17894	01/26/2026	City of Tualatin	Oct-Dec 2025 Police Services	-44,400.00
1120 Checking	17895	01/26/2026	City of Tualatin	Q4 2025 Building Fees	-31,878.78
1120 Checking	17896	01/26/2026	Metro CET	Q4 2025 Metro CET	-2,252.00
1120 Checking	17897	01/26/2026	Tigard-Tualatin School District	Q4 2025 TTSD Pass-Through Payment	-16,006.65
1120 Checking	17898	01/27/2026	Kellington Law Group	Refund for Sales Receipt #331926 - Land Use Appeal	-250.00

Checking Account Detail - Prior Month - Council

City of Durham, Oregon

January 2026

DISTRIBUTION ACCOUNT	NUM	TRANSACTION DATE	NAME	MEMO/DESCRIPTION	AMOUNT
1120 Checking	17899	01/30/2026	Hager Handyman Service	Deposit January 2026 City Maintenance	-3,810.00
Total for Bill Payment (Check)					-
TOTAL					\$113,472.35
					-
TOTAL					\$139,410.01

$\$20,276.19 + 5,661.47 = \$25,937.66$