



City of Durham

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CITY COUNCIL AGENDA

Durham City Hall: Tuesday, July 28th, 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 June 23rd, 2026, City Council meeting minutes (pages 1-7)

D. CALENDAR OF MEETINGS & EVENTS

- Tuesday August 11th, 2026, Regular Meeting of the Planning Commission at 7:00 p.m.
- Monday September 7th, 2026, City Hall Closed in observance of Labor Day
- Tuesday September 8th, 2026, Regular Meeting of the Planning Commission at 7:00 p.m.
- Tuesday September 22nd, 2026, City Council Work Session at 6:30 p.m.
- Tuesday September 22nd, 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 MINUTES FROM JUNE 9th, 2026 & JULY 14th, 2026 (pages 8-13)

G. RESOLUTION 706-26; A RESOLUTION OF THE DURHAM CITY COUNCIL AUTHORIZING THE MAYOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT WITH WASHINGTON COUNTY FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (pages 14-22)

Motion Required

H. RESOLUTION 707-26; A RESOLUTION OF THE DURHAM CITY COUNCIL AUTHORIZING THE CITY ADMINISTRATOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT WITH THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS FOR SERVICES (pages 23-32)

Motion Required

I. NUISANCE ABATEMENT STAFF DIRECTION 7664 SW TAYLOR LANE (pages 33)

Motion Required

J. FINANCIAL REPORTS

- Financial Reports for June 2026 (pages 34-38)
- Approval of Vendor Checks 17957-17972 totaling \$15,972.44 and EFTs/Payroll totaling \$19,896.76 (pages 39-40)

Motion required

K. ADMINISTRATOR'S REPORT

L. COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS

M. ADJOURN



City of Durham
CITY COUNCIL MEETING MINUTES
June 23, 2026

A. OPEN REGULAR COUNCIL MEETING.

Mayor Joshua Drake opened the regular council meeting at 7:31 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, and Sean Lee

Councilors absent: None

Staff present: City Administrator Jordan Parente (via Teams) & Administrative Assistant Wyatt Bean

Visitors: Washington County Sheriff's Office Undersheriff John Koch & Commander Tim Tannenbaum, Metro Councilor Gerritt Rosenthal, Metro District 3 Policy Advisor Jeff Kain, Metro Regional Investment Strategies Manager Michele Ruffin, and Mid-Willamette Valley Council of Governments Community Development Director McRae Carmichael

C. COUNCIL MINUTES.

Council considered adoption of May 26, 2026, City Council meeting minutes. Council President Gifford moved to approve the minutes as presented. Councilor Lee seconded the motion. The motion passed unanimously (5-0).

MO 062326-01

D. CALENDAR OF MEETINGS & EVENTS.

Mayor Drake reviewed the upcoming calendar, including City Hall being closed Friday, July 3, 2026, in observance of Independence Day; Durham's 60th Anniversary and Independence Day Celebration on Saturday, July 4, 2026, from 12:30 p.m. to 2:30 p.m. at Durham Park; the regular Planning Commission meeting on Tuesday, July 14, 2026, at 7:00 p.m.; and the regular City Council meeting on Tuesday, July 28, 2026, at 7:30 p.m.

E. PUBLIC FORUM.

Mayor Drake opened the public forum and stated that speakers should identify themselves and limit comments to no more than three minutes.

Jackie Mathys spoke in support of her request to install a dog waste station inside the Durham Park off-leash area. She stated that the proposal did not request City funding, labor, or maintenance, and that volunteers would fund, install, empty, and maintain the station. She acknowledged staff concerns about long-term maintenance but stated that the station could be removed if it did not work.

Craig Mitchell stated that Durham Park is known for its off-leash area and is used by residents and visitors from nearby communities. He stated that the existing trash disposal options are too far from much of the off-leash area, which discourages convenient disposal of bagged dog waste. He also stated that the existing dumpster is oversized and attracts illegal dumping.

Bo Farmer stated that Durham's off-leash area is one of the best in the area and supported adding a waste receptacle within the off-leash area for convenience and cleanliness.

Sue Fuller asked for clarification regarding the deadline for submitting written comments and requested that meeting packets be posted earlier to allow more time for public review. She also spoke against the proposed City tree removal resolution, stating that Council should retain oversight over irreversible decisions such as tree removal. She expressed concern about removing trees in remote areas of the park unless they present high risk. Ms. Fuller asked whether the arborist's change in recommendation was in writing and suggested that independent arborist review could reduce the appearance of bias.

Tim Hall stated that he uses Durham Park frequently and supported the dog waste station proposal. He said the informal waste bag recently placed in the park had improved cleanliness and that convenient disposal reduces the likelihood that users will leave bagged waste behind. He stated that he would be willing to contribute toward the station's cost, maintenance, and supplies.

Sarah Harrington spoke remotely in support of the dog waste station. She stated that the informal bag has been used frequently and filled every two or three days, showing that park users will use a convenient disposal location. She stated that the arrangement has reduced dog waste left near the trail and asked the City to consider the proposal.

F. PLANNING COMMISSION MINUTES FROM JUNE 9th, 2026.

Council briefly discussed the June 9, 2026, Planning Commission minutes. Council members noted that the packet appeared to be missing a page or ended mid-sentence. City Administrator Parente apologized and stated that he would include the complete minutes in the July packet. He summarized that the Planning Commission had approved prior minutes, discussed the July 4 event, and received updates regarding potential planning service changes.

G. PRESENTATION BY WASHINGTON COUNTY SHERIFF'S OFFICE UNDERSHERIFF KOCH & COMMANDER TANNENBAUM.

Washington County Sheriff's Office Undersheriff John Koch and Commander Tim Tannenbaum presented the annual update, describing the Sheriff's Office as a countywide public safety partner serving cities, contract agencies, and unincorporated areas. They emphasized regional collaboration through shared specialty teams, training resources, and technology, noting that this approach helps address increasing service demands with limited resources. Commander Tannenbaum outlined key specialty teams, including crisis negotiation, crash reconstruction, canine, marine patrol, mental health response, search and rescue, and mobile field force, highlighting their roles in complex incidents and coordinated regional response.

The mental health response team pairs law enforcement with clinicians from LifeWorks Northwest and Washington County Behavioral Health to provide crisis intervention and connect individuals with services, reducing unnecessary jail involvement. Clinicians are embedded within teams, available during peak hours, and after-hours support, as needed. The mobile field force was described as supporting public safety while protecting constitutional rights during demonstrations.

Undersheriff Koch also reviewed technology initiatives, including body cameras, in-car video, drones, license plate readers, and AI-assisted reporting. He noted that drones can improve response efficiency and safety, with broader deployment expected later in the year. He also discussed policies governing transparency and data use for license plate readers. Koch provided an update on the Washington County Jail, noting ongoing capacity challenges as they continue to fully reopen, with long-term expansion planning underway to improve facilities and services.

Koch thanked Council for supporting the public safety levy, which funds specialty teams, jail operations, and related services. He said individuals arrested by municipal agencies are housed at the county jail and noted that the levy also supports a transport unit assisting partner agencies during peak periods.

H. PRESENTATION BY METRO COUNCILOR ROSENTHAL.

Metro Councilor Gerritt Rosenthal presented an update on Metro activities and introduced Metro Regional Investment Strategies Manager Michele Ruffin and Policy Advisor Jeff Kain. He described Metro District 3 and Metro's regional responsibilities, including transportation, housing, land use, garbage and recycling, parks and natural areas, the Oregon Zoo, and regional venues. He also noted Metro's role in public safety and supportive housing services.

Councilor Rosenthal discussed Metro's Future Vision process, a long-range effort to understand regional priorities over the next 50 years, with outreach planned at community events and an emphasis on youth participation. He noted survey responses in nearby Tualatin highlighting walkability, natural environment, cleanliness, affordability, and safety.

Ms. Ruffin updated Council on parks and nature work, including habitat restoration, park operations, and community investments. She stated that Metro has protected over 20,000 acres and provides grant and local share funding. Councilor Rosenthal noted the relationship between the parks bond and local option levy and the need to consider future funding as the levy nears expiration. Ms. Ruffin also discussed housing programs, including the 2018 Affordable Housing Bond and 2020 Supportive Housing Services measure, noting progress toward exceeding housing targets and building regional service infrastructure. Councilor Rosenthal stated that bond funds are largely allocated, and future housing efforts will require policy decisions, including possible adjustments to the supportive housing measure.

Councilor Rosenthal described Metro's support for economic development through data, transportation, grants, tourism, and coordination. He discussed regional venues such as the Expo Center, Oregon Convention Center, and Portland'5. He also noted ongoing transportation efforts, including the regional transportation improvement program and Interstate Bridge Replacement project.

Mayor Drake asked about the housing tax, and Councilor Rosenthal clarified it applies only within the Metro District in Oregon. He also stated that revenues remain stronger than projected, despite differing views on the tax. Council thanked Metro representatives for the update.

I. MCRAE CARMICHAEL MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS.

McRae Carmichael, Executive Director of the Mid-Willamette Valley Council of Governments, introduced the organization and described services that could support Durham. She stated that the Council of Governments is a membership-based organization serving Marion, Polk, and Yamhill Counties, cities and districts. Affiliate membership is available outside the boundary for \$500 annually, with services provided on a fee-for-service basis.

Ms. Carmichael explained the organization offers planning, land use, grant writing/administration, legal, business lending, interim city management, recording, budgeting, audit, bank reconciliation, and accounting services. She noted that it supports many small cities without full-time planning staff and could assist Durham on an interim or contract basis, including identifying and applying for grants such as park funding.

Council asked about affiliate members and grant services. Ms. Carmichael stated there are about 10 affiliate members and that the organization has assisted various governmental and nonprofit entities. She confirmed that staff can help identify and write grants. In response to City Administrator Parente, she said the organization can assist with accounting and connect Durham with subcontractors for

system development charge methodology, though it does not prepare SDC methodology directly. Council thanked Ms. Carmichael for the presentation.

J. INSTALLATION OF DOG WASTE STATION AT DURHAM PARK – COUNCILOR STREICHER.

Councilor Streicher said he requested this agenda item so Council could decide it without delay. He noted that park users carry waste long distances to receptacles. Volunteers have offered to fund, install, and maintain the waste station, with the City retaining the right to remove it if not maintained.

City Administrator Parente discussed the current disposal arrangement, noting that existing waste receptacles are maintained by Pride Disposal and the City of Tigard. City Administrator Parente stated that installing a dog waste station creates expectations and Durham does not have staff capacity to service it, should volunteer maintenance decline. Council discussed whether such expectations exist with the informal bag near the off-leash area already and if removing it would worsen conditions.

Council President Gifford noted that Durham Park is not solely a dog park and that many speakers were not residents. Councilor Paul expressed concern that it may not address the issue at hand if dog users who don't use the current receptacles also don't utilize the new one. Councilor Lee stated that, with volunteers handling all aspects of the station, the impact on the City could be minimal if conditions were clear, including the City's right to remove it. Council discussed placing the station near the existing informal bag location and identifying volunteer contacts.

Councilor Streicher moved to allow installation of a volunteer-supported dog waste station near the existing informal bag location, subject to City approval of the exact site, with volunteers responsible for all costs, supplies, maintenance, and the City retains discretion to remove it if concerns arise. Councilor Lee seconded the motion. The motion passed unanimously (5-0).

MO 062326-02

K. BUDGET CONSENT AGENDA.

Council considered the budget consent agenda, including April 28, 2026, Budget Committee meeting minutes, Resolution 702-26 declaring the City's election to receive state revenues, and Resolution 703-26 adopting the Fiscal Year 2026-2027 budget, making appropriations, categorizing and levying taxes.

City Administrator Parente stated that the Budget Committee had approved the budget and that the consent agenda included the related minutes, the resolution to receive state revenues, and the resolution adopting the budget and levying taxes for the fiscal year. Councilor Lee noted that Resolution 703-26 contained an incorrect reference to Fiscal Year 2025-2026 and asked for it to be corrected to Fiscal Year 2026-2027.

Council President Gifford moved to adopt the budget consent agenda with corrected Resolution 703-26 reflecting Fiscal Year 2026-2027. Councilor Streicher seconded the motion. The motion passed unanimously (5-0).

MO 062326-03

L. RESOLUTION 704-26 TO SIGN IGA WITH TUALATIN FOR POLICING SERVICES.

Council considered Resolution 704-26 approving an intergovernmental agreement with the City of Tualatin for police services. City Administrator Parente stated the proposed one-year agreement is approximately \$195,000, an increase from the current year but less than Tualatin's earlier request. He noted Durham's projected property tax revenue of about \$140,000 is insufficient to cover policing, requiring use of savings. He will explore longer-term options to increase and fund public safety, such as a public safety levy or traffic cameras.

City Administrator Parente said the City Attorney recommended IGA language clarify that Durham funds a police position and that Durham matters should be prioritized, while Tualatin retains operational discretion. Mayor Drake asked about Tualatin's discretion. Mr. Parente confirmed Durham receives 24/7 service, but operational discretion remains through the chain of command. Council discussed the need for a dedicated officer, with Councilor Lee stating continuous coverage is more important than a strict one-to-one assignment. Council agreed to proceed with the current language for the one-year agreement while staff continue negotiations for a long-term agreement solution.

Councilor Paul moved to adopt Resolution 704-26 approving the IGA with Tualatin for policing services. Councilor Lee seconded the motion. The motion passed unanimously (5-0).

MO 062326-04

M. RESOLUTION 705-26 TO SIGN IGA WITH TUALATIN FOR MUNICIPAL COURT SERVICES.

Council considered Resolution 705-26 approving an intergovernmental agreement with the City of Tualatin for municipal court services. City Administrator Parente stated that the agreement provides a court of record for Durham code violations and other matters requiring municipal court services. He explained that the agreement includes a 90% Tualatin-10% Durham fee split for some matters and that Tualatin receives 100% of traffic citation revenue under current arrangements. He stated that staff had added traffic camera language because the issue was not addressed in the draft. Tualatin countered with a request for 10% of traffic camera revenue, should cameras be installed.

City Administrator Parente stated that staff would like to continue discussing traffic-related revenue splits and prosecution responsibility, particularly if the City installs traffic cameras and whether Tualatin could prosecute those violations. Councilor Lee stated that traffic camera revenue might reasonably be split 90/10 in Durham's favor, while current traffic violations handled by Tualatin could continue under a different split. Council agreed that staff should continue discussions on the identified issues.

Council President Gifford moved to adopt Resolution 705-26 approving the IGA with Tualatin for municipal court services, with direction for staff to continue working with Tualatin on the fee split and other identified issues. Councilor Lee seconded the motion. The motion passed unanimously (5-0).

MO 062326-05

N. PROPOSED CITY TREE REMOVAL RESOLUTION AND DEAD & DYING TREES REQUEST.

Council considered the proposed City tree removal resolution and the request regarding dead and dying trees in Durham Park. City Administrator Parente explained that the proposal aimed to address challenges of applying the current hazard-tree framework in the park. The absence of permanent targets in parks, like buildings, effectively means no trees meet the "hazard-tree" standard and the City Administrator has no authority to remove trees that pose risks to users. He also noted that past public notice efforts have been hindered by people who remove tree marking ribbons and paint.

Council discussed whether to revise the existing resolution. Mayor Drake questioned whether a hazard-tree finding is required or if Council approval alone is sufficient. Councilor Streicher stated that the current resolution allows the City Administrator to remove trees posing immediate danger or rated high risk by an arborist, with other removals requiring Council review. He emphasized that the current resolution reflects prior deliberation and supports oversight, especially near Fanno Creek where bank stability may be affected. Mayor Drake said a revision was unnecessary and that the current process could address the request. Councilor Lee agreed that the resolution and tree removal decision were separate and suggested establishing a consistent process for arborist review and documentation.

Council then discussed the specific trees. Mayor Drake supported leaving trees leaning toward the creek but expressed concern about those overhanging the path. Councilor Streicher questioned removal if trees were not rated high risk. City Administrator Parente said the arborist warned that dead

trees over a path could create liability risks. Councilor Lee agreed liability was a key factor, and Council President Gifford noted that trees may still pose risks to park users, even if not threatening structures.

Council did not adopt the proposed tree removal resolution. Council President Gifford moved to authorize the City Administrator to cut the four alder trees near the path the arborist identified as creating a potential liability concern. Mayor Drake seconded the motion. The motion passed 4-1, with Mayor Drake, Council President Gifford, Councilor Paul, and Councilor Lee voting in favor and Councilor Streicher voting against.

MO 062326-06

O. FINANCIAL REPORTS.

Council considered the May 2026 financial reports and approval of vendor checks 17944 through 17956 totaling \$59,189.03 and EFTs and payroll totaling \$20,019.74. Council President Gifford moved to approve the financial reports and payments as presented. Councilor Lee seconded the motion. The motion passed unanimously (5-0).

MO 062326-07

P. ADMINISTRATOR'S REPORT.

City Administrator Parente reported he would restore the City tree removal resolution to the website after it was inadvertently removed. He also addressed public comments on agenda packet deadlines, noting submission deadlines are posted online. Materials are needed the week before Council packets are distributed, which is the Friday before the Council meeting. He acknowledged this does not give a lot of time for public review; however, state law only requires notice of agenda items.

City Administrator Parente reported receiving a written response from the City's auditor, Roy Rogers, and signing the audit engagement letter. The audit is scheduled for August and should be completed before the busy auditor season. Councilor Streicher requested the auditor's letter be shared, and City Administrator Parente agreed.

City Administrator Parente stated that accounting firm Merina & Company is discontinuing services after the current fiscal year. He noted this should cause minimal disruption as Administrative Assistant Bean handles much of the daily financial work and the accountant reconciles statements and oversees the audit process. He hopes to transition to Mid-Willamette Valley Council of Governments. Councilor Streicher asked why the firm was ending the relationship. City Administrator Parente said they expressed concerns relating to the City's past practice of transfers to the General Fund. Council discussed transfer methodology, documentation challenges in a small staff, and the need to clarify the accountant's concerns.

City Administrator Parente reminded Council that full police report data may contain protected information and should only be reviewed on public computers. He also reported that a Durham Park encampment had been posted with a 72-hour notice by Tualatin Police, which expired June 18, and that an arrest occurred at the time of posting.

City Administrator Parente stated that Administrative Assistant Bean will reach one year of service on August 4 and recommended moving him to step 4 one month early. He also updated Council on July 4 planning, noting the City has obtained a temporary restaurant license and plans to provide food, games and music. Council discussed logistics, including equipment needs.

COUNCIL ENTERED EXECUTIVE SESSION AT 10:02 PM.

- Q. EXECUTIVE SESSION ON ORS 192.660 (2) (h) – TO CONSULT WITH COUNSEL REGARDING LEGAL RIGHTS AND DUTIES OF A PUBLIC BODY WITH REGARD TO CURRENT LITIGATION OR LITIGATION LIKELY TO BE FILED.
- R. EXECUTIVE SESSION ON ORS 192.660 (2) (i) – TO REVIEW AND EVALUATE THE EMPLOYMENT-RELATED PERFORMANCE OF THE CHIEF EXECUTIVE OFFICER OF ANY PUBLIC BODY, A PUBLIC OFFICER, EMPLOYEE OR STAFF MEMBER WHO DOES NOT REQUEST AN OPEN HEARING

COUNCIL EXITED EXECUTIVE SESSION AT 11:04 PM.

S. CONSIDERATION TO ADJUST CITY ADMINISTRATOR SALARY

Council considered adjusting the City Administrator's salary. Council President Gifford moved to change City Administrator Parente's salary to \$100,000 plus the medical benefit cost-sharing. Councilor Streicher seconded the motion. The motion passed unanimously (5-0).

MO 062326-08

T. COUNCIL COMMENTS & MISCELLANEOUS INFORMATIONAL ITEMS.

Mayor Drake opened the item for Council comments and miscellaneous informational items. No comments were made.

U. ADJOURN.

Mayor Drake adjourned the meeting at 11:05 PM.

Approved:

Joshua Drake, MAYOR

Attest:

Jordan Parente, CITY ADMINISTRATOR/RECORDER



City of Durham
PLANNING COMMISSION MINUTES
June 09, 2026

A. CALL TO ORDER.

Planning Chair Susan Deeming opened the meeting at 7:02 PM at Durham City Hall.

B. ROLL CALL.

Commissioners present: Planning Chair Susan Deeming, Vice Chair Matt Winkler, Commissioners Patricia Saab, Cheri Frazell, and Krista Bailey.

Commissioners absent: Commissioner Andrew Mast.

Staff present: City Administrator Jordan Parente.

C. APPROVAL OF MEETING MINUTES.

The Commission considered approval of the April 14, 2026, meeting minutes. With no corrections offered, Commissioner Bailey moved to approve the minutes as presented, and Commissioner Saab seconded the motion. The minutes were approved unanimously (5-0).

MO 060926-01

D. PUBLIC FORUM.

Chair Deeming opened the public forum. No members of the public were present, and no testimony was received. Chair Deeming closed the public forum.

E. CITY PLANNER & DEVELOPMENT CODE UPDATE.

City Administrator Parente reported that contract planner Alice Cannon is reducing her practice and expects to conclude her work with the City during the summer. He stated that Ms. Cannon will continue assisting with current development matters during the transition. He identified the Mid-Willamette Valley Council of Governments and Laura LaRoque as potential replacements for planning services.

City Administrator Parente explained that the Development Code update is expected to be a significant project and may not begin in earnest until fall due to the planner transition. He said a blended approach may be useful, with one planning resource assisting with development review and another focusing more directly on Development Code updates. Commissioner Frazell suggested that he connect with her neighbor who is a planner with the City of Tualatin, as a potential resource. City Administrator Parente welcomed the suggestion and stated that he would be open to additional information and references.

F. JULY 4TH CELEBRATION.

City Administrator Parente updated the Commission on the City's planned July 4th celebration. He said Council had provided a budget and staff had explored food options. Because a temporary health permit for serving hot dogs would cost about \$300, he stated that the City may instead provide packaged food items. He noted that cotton candy may be exempt from permit requirements.

The event is expected to include a tent, music, Durham artifacts, and recognition of the north loop park area donated by local families. Commissioners also discussed a member of the public's request to install a garbage can at the dog off-leash area of Durham Park. City Administrator Parente expressed concern about maintenance and noted that existing garbage cans already serve park users.

Commissioners discussed event outreach and activities. Commissioner Saab suggested neighborhood signs and offered to place one in her yard. City Administrator Parente said the event had been included



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in the newsletter. Commissioners also discussed lawn games such as cornhole, and City Administrator Parente encouraged participation in the event.

G. COMMISSIONER COMMENTS / REPORTS / STAFF UPDATES.

Chair Deeming raised concerns about several fences that appear to exceed the Development Code's six-foot height limit for residential setbacks and reviewed the applicable code provisions. The Commission discussed whether the fences posed safety, visibility, or neighborhood impacts and whether property owners should be asked to provide measurements and specifications. City Administrator Parente explained that the code does not provide a process for approving taller fences. He noted potential structural concerns and said the variance process is costly and may not apply in this case. Commissioners discussed the importance of enforcing the code, the possibility that the fences were constructed without knowledge of the requirements, and whether the issue should be addressed through future code updates. The Commission ultimately agreed to table the matter for further review of the Development Code, variance provisions, and possible options before notifying property owners.

City Administrator Parente reported that there is currently a Planning Commission vacancy following Forrest Boleyn's resignation and noted that, with six members, the Commission still requires four members for a quorum. Chair Deeming expressed a preference for keeping the position open and advertising the vacancy until an interested applicant comes forward. Commissioner Frazell agreed that advertising the opening could encourage community involvement. City Administrator Parente said he would move forward with advertising the position. He also reported that 2026 is a City Council election year, with two Council positions scheduled for the November 3, 2026, election. Election materials must be submitted to the City by August 25, 2026, with incumbents required to file one week earlier. Candidates must circulate a petition and obtain at least 10 eligible voter signatures, though he recommended collecting additional signatures in case any are deemed invalid.

City Administrator Parente stated that Impact West, a newer business located near City Hall, had submitted a sign application after installing a replacement sign for the space formerly occupied by California Closets. The application was not received in time for this meeting and will be presented at the July Planning Commission meeting.

He also provided an update on the City's new tree permit process under the municipal tree code, explaining that the City has transitioned to a digital form process that allows applicants to attach photos and submit information more easily. While implementation has been somewhat clunky, he said the process is improving, and the City will continue working with Sav-A-Tree as its arborist while evaluating the program before pursuing a formal request for proposals. He further noted that the City's engineering firm had been acquired and that engineering services may need to be revisited, and that the City's accountant had advised the City it would no longer provide services after the fiscal year. City Administrator Parente also reported on a recent arborist review of trees in City Park, stating that ribbons used to mark certain trees were removed and that, after he switched to marking paint, someone peeled or scratched bark from marked trees.

Commissioner Saab asked for an update on the status of the Durham Heights development. In response, City Administrator Parente reported that Durham Heights is nearly complete, with only a few homes remaining unsold. He also reported that Durham Estates has an approved site design plan and that the City is working with the developer on required improvements, as well as some improvements



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that were not required. Commissioners briefly discussed the project name, unit design, and market conditions for townhomes and multi-unit residences.

Commissioner Frazell joked her family had expected to see Mayor Josh Drake in the Rose Festival parade of mayors. City Administrator Parente said when the City receives such information, he generally forwards it, but our invitation must have been lost in the mail.

H. NEXT REGULARLY SCHEUDLED MEETING OF THE PLANNING COMMISSION.

The next regular meeting of the Planning Commission was announced for July 14, 2026, at 7:00 p.m.

I. ADJOURN.

Chair Deeming adjourned the meeting at 8:31 PM.

Approved:

Susan Deeming, Chair

Attest:

Jordan Parente, City Administrator/Recorder



City of Durham
PLANNING COMMISSION MINUTES
July 14, 2026

A. CALL TO ORDER.

Planning Chair Susan Deeming opened the meeting at 7:04 PM at Durham City Hall.

B. ROLL CALL.

Commissioners present: Planning Chair Susan Deeming, Commissioners Patricia Saab, Cheri Frazell, and Andrew Mast.

Commissioners absent: Vice Chair Matt Winkler and Commissioner Krista Bailey.

Staff present: City Administrator Jordan Parente and Administrative Assistant Wyatt Bean.

C. APPROVAL OF MEETING MINUTES.

The Commission considered the June 9, 2026, Planning Commission meeting minutes. With no corrections offered, Commissioner Saab moved to approve the minutes as presented, and Commissioner Frazell seconded the motion. The motion passed unanimously (4-0).

MO 071426-01

D. PUBLIC FORUM.

Chair Deeming opened the public forum. No members of the public were present, and no testimony was received. Chair Deeming closed the public forum.

E. SIGN PERMIT REQUEST #481-26 FOR SUITE 245 AT 17400 SW UPPER BOONES FERRY ROAD - IMPACT WEST.

The Commission considered Sign Permit Request #481-26 for a wall sign identifying Impact West at Suite 245, 17400 SW Upper Boones Ferry Road. Staff reported that GSI Marketing Group submitted the application on behalf of Impact West and had previously manufactured signs considered by the Commission for nearby businesses. The Commission found the sign consistent with the applicable size, placement, and illumination requirements and expressed no concerns regarding the proposal.

Commissioner Saab moved to approve Sign Permit Request #481-26 as proposed, and Commissioner Mast seconded the motion. The motion passed unanimously (4-0).

MO 071426-02

F. COMMISSIONER COMMENTS / REPORTS / STAFF UPDATES.

Commissioner Frazell asked if any Commissioners would like to proceed with complaints about potential code infractions discussed at the previous meeting. Chair Deeming noted no formal complaints have been received, and the Development Code needs updating. Commissioners agreed not to pursue immediate enforcement and will review standards and procedures during the Development Code update.

The Commission discussed improving public awareness of permit requirements, particularly for newer residents who may not realize they live in Durham or understand City regulations. Commissioners supported recurring newsletter reminders encouraging residents to contact City Hall before making



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July 14, 2026

improvements, such as replacing fences, removing trees, constructing decks, or undertaking similar work.

Commissioner Mast suggested supplementing the newsletter with social media or other communication methods. City Administrator Parente said the newsletter remained the City's primary communication tool, while Washington County alerts served emergency needs. He noted that social media would require staff capacity, create moderation and public-record considerations, and might receive limited participation. Printed newsletters are mailed to every household, while approximately 40 people receive the digital version.

Commissioners discussed the Comprehensive Plan's community-engagement goals and expressed interest in exploring low-cost methods of strengthening community connections. Suggestions included surveys, newsletter outreach, online feedback, neighborhood gatherings, park events, runs, potlucks, art projects, and other simple activities that could become recurring traditions. Commissioners noted that prior City surveys, including the Metro Local Share survey, demonstrated that newsletter and online outreach could generate useful feedback. The Commission agreed to continue researching community-engagement ideas for discussion at a future meeting, likely in September.

City Administrator Parente reported that the contract planner was leaving sooner than expected. He contacted planner Laura LaRoque and the Mid-Willamette Valley Council of Governments regarding potential services. A blended approach could provide flexibility for development reviews and larger projects such as the Development Code update.

Staff reported that the new tree-removal permit process was working but still required refinement, particularly in coordinating arborist reviews and communicating decisions. Routine dead-tree applications could take longer than before, while more complex applications were generally being resolved faster. City Administrator Parente said the \$150 permit fee for most tree removal permits was below the City's arborist cost of approximately \$250 per hour, although several properties could sometimes be reviewed during one visit to minimize arborist billable hours. Staff had received little feedback from residents beyond concerns about higher fees. He also reported that longtime City Arborist Trevor March had retired from SavATree the week prior.

City Administrator Parente reported that the City budget had been adopted and that Pride Disposal would be presenting to the City Council at the July meeting.

Chair Deeming asked whether the revised Durham Estates middle-housing plans would return to the Commission. City Administrator Parente explained that state law requires administrative review and gives the Commission no discretionary role. The developer currently has two townhouse approvals, one covering seven lots and another covering all nine lots. City Administrator Parente stated they need to select which they intend to pursue and noted submitted plans are available at City Hall for members of the public to view if, if interested.

The Commission discussed state middle-housing requirements allowing multiple units or cottage clusters on property previously zoned for single-family housing. City Administrator Parente said the requirements reduced local discretion and could strain street, water, sewer, parking, and other infrastructure as populations grow and if insufficient infrastructure remains unimproved. Commissioners acknowledged the need for more housing while discussing affordability, neighborhood compatibility, infrastructure capacity, and increased density.



City of Durham
PLANNING COMMISSION MINUTES
July 14, 2026

City Administrator Parente also reported that Durham Park Users had organized and agreed to maintain an additional dog-waste receptacle in the off-leash area. Commissioners expressed appreciation for residents who volunteer to collect litter and dog waste in the park, as well as those who take other steps to care for the community on their own time.

G. NEXT REGULARLY SCHEDULED MEETING OF THE PLANNING COMMISSION.

The next regular meeting of the Planning Commission was announced for September 8, 2026, at 7:00 p.m.

H. ADJOURN.

Chair Deeming adjourned the meeting at 8:16 PM.

Approved:

Susan Deeming, Chair

Attest:

Jordan Parente, City Administrator/Recorder



City of Durham

17160 SW Upper Boones Ferry Road
Durham, Oregon 97224

website: durham-oregon.us
e-mail: cityofdurham@comcast.net
phone: 503.639.6851

Jordan Parente - City Administrator

Wyatt Bean - Administrative Assistant

MEMORANDUM

DATE: July 24th, 2026
TO: City Council
FROM: Jordan Parente
RE: Community Block Grant Intergovernmental Agreement

Washington County and the City of Durham participate in an intergovernmental agreement (IGA) for the County's Community Development Block Grant (CDBG), HOME Investment Partnerships, and Emergency Solutions Grant programs. The current agreement was written in 2014 and amended in 2020 and 2023 to incorporate updated federal fair housing and subrecipient requirements. Washington County has prepared a consolidated replacement IGA for Federal Fiscal Years 2027 through 2029 that will supersede the amended 2014 agreement.

The proposed IGA retains the existing program structure but makes some substantive changes. Automatic renewal is limited to one additional three-year period, covering Federal Fiscal Years 2030 through 2032, rather than continuing indefinitely for successive qualification periods. It expressly provides that neither party may terminate, withdraw, or be removed during the initial three-year period. The agreement also permits the City or County to apply for State-administered HOME or Emergency Solutions Grant funds when allowed by the State, while retaining the restriction against receiving federal formula allocations outside the County.

The revised agreement adds express compliance requirements under the Uniform Relocation Assistance and Real Property Acquisition Policies Act and related federal displacement and relocation regulations. It reorganizes the parties' civil rights, fair housing, accessibility, and program-compliance obligations and removes some of the prior agreement's express references to County enforcement remedies. It also removes the separate requirement added in 2023 that HUD Form 424-B assurances and certifications be signed by an authorized representative, although such certifications may continue to be required through other HUD or subrecipient documents.

The proposed IGA also revises the Community Development Policy Advisory Board provisions. The 2014 agreement required each jurisdiction to appoint an elected official as its primary representative and an employee or other public official as the alternate. The new agreement provides only that Durham will have one primary and one alternate member. This removes the elected-official membership requirement and gives the City greater flexibility in selecting its representatives, subject to the Board's bylaws.

Recommendation: Staff recommend that City Council authorize the Mayor to execute the proposed IGA with Washington County for Federal Fiscal Years 2027 through 2029.



May 29, 2026

Jordan Parente
City Administrator
City of Durham
17160 SW upper Boones Ferry Rd.
Durham, OR 97224
cityofdurham@comcast.net

Dear Jordan:

Every three years, counties that receive federal Community Development Block Grant (CDBG) entitlement funds must requalify with the U.S. Department of Housing and Urban Development (HUD). This letter is part of Washington County's requalification process for federal fiscal years 2027–2029.

Durham has long participated in Washington County's consortium for CDBG funds. We hope the City will continue to participate in the upcoming three-year period.

We are requesting written notice of the City's decision for the 2027–2029 qualification period. Please indicate whether Durham will remain in the Washington County CDBG consortium or opt out. Send your decision by email to: cdbg@washingtoncountyor.gov and jason.t.triplett@hud.gov. Deadline: Thursday, July 2. Please reply sooner if possible. If we do not receive a response, Your City will be considered to have opted out of participating in Washington County's consortium.

If your City chooses to continue participating in the Washington County CDBG program, please note:

- Your City will not be eligible for State CDBG grants during the qualification period.
- Participation automatically includes your City in the County's HOME Investment Partnerships Program and Emergency Solutions Grant (ESG) programs. You may still apply for state HOME and ESG funds, subject to state rules.
- Your City is eligible to participate in Washington County's Community Development Policy Advisory Board (PAB).

We have updated our Intergovernmental Agreement (IGA) to reflect federal changes and consolidate prior amendments. The draft IGA has been reviewed by our County Counsel and is currently under review by HUD General Counsel. Please have your legal counsel review it and inform us of any requested changes. Please wait to consider formal approval of the IGA until we provide any additional HUD feedback in late June.

We ask that Your City approve and execute the IGA by July 31, 2026.

See next page for summary of key dates in this urban requalification process.



Key Dates and Next Steps:

Thursday, June 18 – Deadline for Your City to provide any comments on the draft Intergovernmental Agreement (if Your City is participating in Washington County's CDBG Urban County consortium).

Thursday, July 2 – Deadline for Your City to respond to Washington County and HUD whether Durham will continue to participate in Washington County's CDBG Urban County consortium. Please respond sooner if possible. **If we do not receive a response, Your City will be considered to have opted out of participating in Washington County's consortium.**

Friday, July 31 – Deadline for Your City to approve, execute, and return the IGA to Washington County.

Please contact me with any questions at 503-460-7215 / Shannon_wilson@washingtoncountyor.gov.

Sincerely,

Shannon Wilson
Program Manager

City of Durham, Oregon

RESOLUTION NO. 706-26

A RESOLUTION OF THE DURHAM CITY COUNCIL AUTHORIZING THE MAYOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT WITH WASHINGTON COUNTY FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the Durham City Council participates in the Washington County Community Development Block Grant Program through an Intergovernmental Agreement; and

WHEREAS, the Durham City Council agrees with the proposed Intergovernmental Agreement amendments proposed by Washington County, as attached hereto in Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DURHAM, OREGON as follows:

1. The Mayor and City Administrator/Recorder are authorized to execute the amendment to the agreement between the City of Durham and Washington County.
2. This resolution shall take effect immediately upon its adoption by the Council.

PASSED AND ADOPTED by the City of Durham, Washington County, Oregon, this 28th day of July 2026

CITY OF DURHAM

By: _____

Joshua Drake, Mayor

ATTEST:

Jordan Parente, City Administrator / Recorder

RESOLUTION NO. 706-26 – EXHIBIT “A”

INTERGOVERNMENTAL AGREEMENT

WASHINGTON COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

YEARS: 2027-2029

This Agreement is entered into between Washington County (“COUNTY”), a political subdivision of the State of Oregon, and the City of Durham (“CITY”), a municipal corporation of the State of Oregon located within Washington County, for the cooperation of units of local government under the authority of ORS 190.010.

I. RECITALS

WHEREAS, the Congress of the United States has enacted the Housing and Community Development Act of 1974 (“THE ACT”), the Housing and Urban/Rural Recovery Act of 1983, the Housing and Community Development Act of 1987, the National Affordable Housing Act of 1990; and

WHEREAS, the primary objective of the Act(s) is the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities principally for persons of low and moderate income; and

WHEREAS, the parties to the agreement agree to cooperate to undertake, or assist in undertaking, essential community development and housing assistance activities, as approved and authorized between the parties in the Community Development Block Grant (CDBG) Agreements, including the Washington County Consolidated Plan, and

WHEREAS, the Mayor of the City is authorized to execute this agreement on the City’s behalf; and

WHEREAS, the Chair of the County Board of Commissioners is authorized to execute this agreement on the County’s behalf, and

WHEREAS, the parties desire to join together to meet the criteria for an urban county in order to qualify to receive funds to meet national objectives,

NOW THEREFORE, in consideration of the mutual promises and benefits given and received within this agreement, the parties agree to the terms below:

II. MUTUAL COVENANTS

1. The CITY and the COUNTY agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities.
2. The parties agree that this agreement covers the following formula funding programs administered by HUD where the County is awarded and accepts funding directly from HUD: Community Development Block Grant program (CDBG), the HOME Investment Partnerships program (HOME), and the Emergency Solutions Grant program (ESG).
3. The parties agree to take all actions necessary to assure compliance with the urban county's certification required by Section 104 (b) of Title I of THE ACT, conducted and administered in

accordance with Title VI of the Civil Rights Act of 1964 and the implementing regulations at 24 CFR part 1, the Fair Housing Act and the implementing regulations at 24 CFR part 100, and will comply with the obligation to affirmatively further fair housing (24 CFR 91.225(a) and Affirmatively Furthering Fair Housing Definitions and Certifications (86 FR 30779, June 10, 2021), to be codified at 24 CFR 5.151 and 5.152; Section 109 of Title I of THE ACT and the implementing regulations at 24 CFR part 6, which incorporates: Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR part 8; Title II of the Americans with Disabilities Act of 1974 and the implementing regulations at 28 CFR part 35; the Age Discrimination Act of 1975, and the implementing regulations at 24 CFR part 146; and Section 3 of the Housing and Urban Development Act of 1968; and other applicable laws.

4. The parties expressly acknowledge and agree that the County has the final responsibility for selecting CDBG, HOME, and ESG activities and filing required documents with HUD.

5. The parties to this Agreement understand and agree that they may not sell, trade, or otherwise transfer all or any portion of CDBG funds to a Metropolitan City, Urban County, unit of general local government, or insular area that directly or indirectly receives CDBG funds in exchange for any funds, credits, or non-Federal considerations, but must use such funds for activities eligible under Title I of THE ACT as amended.

III. CITY COVENANTS

1. The CITY expressly agrees that as the cooperating unit of general local government it has adopted and is enforcing the following requirements of law:
 - 1.1 A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - 1.2 A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions.
2. The CITY agrees that it is subject to the same requirements applicable to subrecipients set forth in 24 CFR 570.501(b).
3. The CITY agrees in order to participate as a subrecipient under the terms of this agreement it shall, pursuant to 24 CFR 570.501(b), be subject to the same requirements applicable to subrecipients under 24 CFR 570.503, including the requirement to enter into a written contract. The City agrees that the County as the recipient is responsible for ensuring that CDBG, HOME, and ESG funds are used in accordance with all program requirements. The COUNTY, as recipient, is responsible for determining the adequacy of performance under subrecipient agreements.
4. The CITY authorizes the inclusion of its population for purposes of the Act(s), and joins together with other units of general local government to qualify the County as an urban county for Housing and Community Development Act block grant funds.
5. The CITY agrees it may not apply for grants from appropriations under the State CDBG program for fiscal years during the period in which it participates in the urban county's CDBG program.
6. The CITY agrees that it may not receive either HOME or ESG formula allocations, except through the County. Regardless of whether the County receives a HOME formula allocation, City agrees that it may not form a HOME consortium with other local governments. This does not preclude either the County or the City from applying for HOME or ESG funds from the State, if the State allows.

7. The CITY agrees that it may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG, HOME, or ESG funds in exchange for any funds, credits, or non-federal considerations, but must use such funds for activities eligible under Title I of the ACT, as amended.

IV. TERM OF AGREEMENT

1. This Agreement shall remain in effect for the three-year program period of Federal Fiscal Years 2027, 2028 and 2029, and until the funds granted and program income received during the three-year program period are expended and the funded activities completed. Neither the COUNTY nor the CITY may terminate, withdraw, or be removed from the program during the three-year program period.
2. This Agreement will renew automatically for participation for one successive three-year Urban County qualification period (Federal Fiscal Years 2030, 2031, and 2032), unless either party provides written notice to the other that it elects not to participate in the new qualification period. The parties agree to send any such notice to the HUD Field Office at 1220 SW 3rd Avenue, Suite 400, Portland, OR 97204-2825, upon such election, and by the date specified on the HUD Exchange Urban Counties website.
 - 2.1 The COUNTY will notify the CITY in writing of the CITY's right to make this election. The COUNTY shall send the notice to the CITY and HUD by the date specified on the HUD Exchange Urban Counties website.
 - 2.2 The parties agree to execute amendment(s) to this Agreement as may be required by HUD to meet any new Urban County Qualification requirement(s) for the subsequent qualification cycle, when applicable. Failure by either party to execute any such amendment, and to submit the amendment to HUD as provided in the Urban County Qualification Notice will void the automatic renewal of subsequent qualification periods set forth in Section IV.2 above.

V. TERMINATION

This Agreement may be terminated by the COUNTY in the event funding is no longer available; otherwise, neither party may terminate or withdraw from the Agreement while the Agreement remains in effect. The agreement remains in effect until all funds (CDBG, HOME, ESG, and any program income) are expended and all activities are completed.

VI. ENFORCEMENT

The COUNTY and the CITY shall take all actions necessary to assure compliance with the County's certification under Section 104(b) of Title I of THE ACT, as amended, that the grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964, and the implementing regulations at 24 CFR Part 1, and the Fair Housing Act, and the implementing regulations at 24 CFR Part 100, and will comply with the obligation to affirmatively further fair housing. The Parties shall comply with Section 109 of Title I of THE ACT, and the implementing regulations at 24 CFR Part 6, which incorporates Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR Part 8, Title II of the Americans with Disabilities Act of 1974, and the implementing regulations at 28 CFR Part 35, the Age Discrimination Act of 1975, and the implementing regulations at 24 CFR Part 146, and Section 3 of the Housing and Urban Development Act of 1968, the Uniform Relocation Assistance and Real Property

Acquisition Policies Act of 1970, and the implementing regulations at 49 CFR Part 24, Section 104(d) of THE ACT, and the implementing regulations at 24 CFR Part 42, and all other applicable laws and regulations. The Parties agree that Urban County funding in no event will be used for activities in, or in support of, any cooperating unit of general local government that impedes the County's actions to comply with the County's fair housing certification.

VII. COMMUNITY DEVELOPMENT POLICY ADVISORY BOARD

The Community Development Policy Advisory Board provides oversight on Consolidated Plan Annual Action Plan, and report development, makes recommendations to the COUNTY on application questions and scoring criteria for CDBG, HOME, and ESG application cycles, rates and reviews applications and makes recommendations to the Washington County Board of Commissioners for program policy and project selection. The adopted bylaws of the Community Development Policy Advisory Board provide additional guidance. The CITY will have one primary and one alternate member participating on the Board.

VIII. INTEGRATION

This Agreement is the entire agreement of the parties on its subject and supersedes any prior discussions or agreements regarding the same subject, including that intergovernmental agreement executed June 26, 2014 and renewed and amended June 30, 2020, and renewed and amended September 5, 2023.

IX. CERTIFICATION

The parties by the signatures below certify that the governing body of each party has authorized entry into this Agreement and that those signing are authorized to execute this Agreement on the party’s behalf.

IN WITNESS, the undersigned parties have executed this Agreement this ____ day of _____, 2026.

WASHINGTON COUNTY

CITY OF DURHAM

BY _____
Chair, Washington County Board of
Commissioners

BY Joshua Drake

Mayor
Title

7/28/2026
Date (required)

Recording Secretary

Date (required)



City of Durham

17160 SW Upper Boones Ferry Road
Durham, Oregon 97224

website: durham-oregon.us
e-mail: cityofdurham@comcast.net
phone: 503.639.6851

Jordan Parente - City Administrator

Wyatt Bean - Administrative Assistant

MEMORANDUM

DATE: July 24th, 2026
TO: City Council
FROM: Jordan Parente
RE: Mid-Willamette Valley Council of Governments Intergovernmental Agreement

The City of Durham operates with two full-time employees and relies on contracted services and intergovernmental agreements to provide specialized municipal services. The Mid-Willamette Valley Council of Governments (COG) is an Oregon intergovernmental agency that provides professional and technical assistance to local governments. The proposed Master Service Agreement, COG No. 2026-068, would establish the general terms under which Durham may request services from COG through separate Local Service Plans.

The agreement would give the City access to experienced governmental professionals on an as-needed basis. This approach allows Durham to obtain specialized expertise or additional staffing capacity when a project or operational need exceeds the capabilities or available time of existing staff. It also avoids the ongoing personnel costs and administrative obligations associated with creating additional permanent positions for work that may be temporary, intermittent, or highly specialized.

The Master Service Agreement provides a flexible framework rather than committing the City to a predetermined level of service. Each requested service would be described in a Local Service Plan, allowing the City and COG to define the scope, schedule, deliverables, and estimated cost before work begins. The City would pay a \$500 annual affiliate fee and would be invoiced only for services requested at COG's applicable rates. Expenditures would remain limited to funds appropriated in the City budget.

The agreement would also improve administrative efficiency by establishing standard legal, billing, records, insurance, and dispute-resolution terms in advance. Once the agreement is in place, staff may engage COG for appropriate services without negotiating a new master contract for each assignment. The agreement runs from July 1, 2026, through June 30, 2027, and either party may terminate it for convenience with 30 days' written notice, preserving the City's flexibility if the arrangement no longer meets its needs.

Recommendation: Staff recommend that City Council adopt Resolution No. 707-26 authorizing the City Administrator to execute COG No. 2026-068 and take the administrative actions necessary to implement the agreement.

City of Durham, Oregon

RESOLUTION NO. 707-26

A RESOLUTION OF THE DURHAM CITY COUNCIL AUTHORIZING THE CITY ADMINISTRATOR TO SIGN AN INTERGOVERNMENTAL AGREEMENT WITH THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS FOR SERVICES

WHEREAS, the Mid-Willamette Valley Council of Governments is an Oregon intergovernmental agency created under ORS Chapter 190 and is authorized to enter into an intergovernmental agreement for services with the City of Durham pursuant to ORS 190.010 et seq.; and

WHEREAS, the City of Durham is a unit of local government authorized to enter into intergovernmental agreements pursuant to ORS 190.010; and

WHEREAS, the City of Durham seeks specialized governmental services, which the Mid-Willamette Valley Council of Governments can provide to the City of Durham through a Master Service Agreement and related Local Service Plans; and

WHEREAS, the Agreement will be effective from July 1, 2026, through June 30, 2027, requires a \$500 annual affiliate fee, and payment for services requested by the City at applicable rates;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DURHAM, OREGON as follows:

1. Section 1. Authorization.

The City Administrator is authorized to execute the attached intergovernmental agreement, COG No. 2026-068, between the City of Durham and the Mid-Willamette Valley Council of Governments and to take administrative actions reasonably necessary to implement it.

2. Section 2. Expenditures.

Expenditures under the Agreement are authorized only to the extent funds have been appropriated in the City budget.

3. Section 3. Authorization to Proceed.

This resolution shall take effect immediately upon its adoption by the Council.

PASSED AND ADOPTED by the City of Durham, Washington County, Oregon this 28th day of July 2026.

**CITY OF DURHAM
BY:**

Joshua Drake, Mayor

ATTEST:

Jordan Parente, City Administrator / Recorder

INTERGOVERNMENTAL AGREEMENT
Between
MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS
And
CITY OF DURHAM

1. PARTIES TO AGREEMENT

This Master Service Agreement (Agreement) is made pursuant to the authority found in ORS 190.010, et seq., between the *Mid-Willamette Valley Council of Governments*, an Oregon Intergovernmental Agency created under ORS Chapter 190, hereafter called COG, and the City of Durham, hereafter called AFFILIATE. COG and AFFILIATE collectively are referred to as Parties.

2. PURPOSE

The purpose of this Agreement is to establish the terms and conditions under which COG will provide services as described in the Local Service Plan to AFFILIATE.

3. TERM

This Agreement shall be effective for the period of time from July 1, 2026, through and until June 30, 2027, unless sooner terminated or extended as provided herein.

4. METHOD OF PAYMENT AND PAYMENT SCHEDULE

- 4.1 COG agrees to submit written invoices for services to the billing contact person identified in the signature block below.
- 4.2 COG shall submit invoices for services according to the current COG "Schedule of Fees for Services."
- 4.3 AFFILIATE agrees to pay the annual Affiliate fee of \$500. AFFILIATE agrees to pay for services at the rates set forth in the most current COG Schedule of Fee for Services resolution schedule, including, as applicable, hourly staff rates, flat rates, indirect rate (if applicable), and mileage at the IRS mileage rate for travel related to providing said services.
- 4.4 AFFILIATE agrees to make payment to COG within 30 days of receipt of invoices from COG.

5. ACCESS TO RECORDS

Both parties shall maintain all records relating to this Agreement in accordance with generally accepted accounting principles. In addition, both parties shall maintain any other records pertinent to this

Agreement in such a manner as to clearly document both parties' performance hereunder. Parties acknowledge and agree that the Oregon Secretary of State's Office, the Federal Government, and their duly authorized representatives shall have access to such fiscal records and all other documents that are pertinent to this Agreement for the purpose of performing audits and examinations and making copies, transcripts, and excerpts. All such fiscal records and documents shall be retained by parties for a minimum of six (6) years (except as required longer by law) following final payment and termination of this Agreement, or until the conclusion of any audit, controversy, or litigation arising out of or related to this Agreement, whichever date is later.

6. COMPLIANCE WITH APPLICABLE LAWS

Each party agrees to comply with all federal, state, and local laws, codes, regulations and ordinances applicable to the provision of services under this Agreement, including, without limitation, the provisions of: (i) Title VI of the Civil Rights Act of 1964; (ii) Section V of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 (Pub L No 101- 336), ORS 659.425, and all amendments of and regulations and administrative rules established pursuant to those laws; and (iv) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules, and regulations.

7. AMENDMENTS

This Agreement may be amended by mutual agreement of the parties. Any amendments shall be in writing and signed by duly authorized representatives of both parties.

8. SUSPENSION OR TERMINATION

- 8.1 This Agreement may be extended by written agreement of the parties signed by the representatives authorized to execute this agreement.
- 8.2 This agreement may be terminated by mutual consent of the parties at any time.
- 8.3 This Agreement may also be terminated for convenience upon written notification by either party with a minimum notice of thirty (30) calendar days delivered by mail or in person. In the event of Agreement termination for convenience, COG shall be due payment for all work completed by the time of termination.
- 8.4 Any such termination of this agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

9. INDEPENDENT CONTRACTOR

AFFILIATE has engaged COG as an independent contractor for the accomplishment of a particular service. Neither party nor the officers and employees of either party shall be deemed the agents or employees of the other party for any purpose.

10. LIMITED WARRANTY

In no event shall COG be liable for indirect or consequential damages. In no event, regardless of theory of recovery, shall COG be liable for any damages in excess of the amounts actually paid by AFFILIATE to COG for services provided under this agreement.

11. CONFLICT OF INTEREST

No AFFILIATE, officer, or employee of AFFILIATE, or its designees or agents, no AFFILIATE of the AFFILIATE Council, and no other public official of AFFILIATE who exercises any function or responsibility with respect to this project during the public official's tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the project assisted under the contract.

12. NONDISCRIMINATION

The parties agree to comply with all applicable requirements of Federal and State civil rights and rehabilitation statutes, rules, and regulations in the performance of this agreement.

13. INSURANCE

Each party shall insure or self-insure and be independently responsible for the risk of its own liability for claims within the scope of the Oregon Tort Claims Act (ORS 30.260 to 30.300).

14. INDEMNIFICATION

Each party shall indemnify, defend, save, and hold harmless the other party and its officers, employees, and agents from and against all claims, suits, actions, liabilities, damages, losses, or expenses, arising out of the acts or omissions of the party, its officers, agents, or employees performing under this Agreement, provided that this discharge and waiver shall not apply to claims by one party against any officer, employee, or agent of the other arising from such person's malfeasance in office, willful or wanton neglect of duty, or actions outside the course and scope of the person's official duties.

15. MERGER CLAUSE

The Parties concur and agree that this agreement constitutes the entire agreement between the Parties. No waiver, consent, modification, or change to the terms of this agreement shall bind either party unless in writing and signed by both Parties. There are no understandings, agreements, or representations, oral or written, not specified herein, regarding this agreement. The Parties, by the signatures below of their authorized representatives, hereby agree to be bound by its term and conditions.

16. ASSIGNMENT, DELEGATION, SUCCESSOR

Neither party shall assign, delegate, nor transfer any of its rights or obligations under this Agreement without the other party's prior written consent. A party's written consent does not relieve the other party of any obligations under this Agreement, and any assignee, transferee, or delegate is considered the agent of that party. The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties to the Agreement and their respective successors and assigns.

17. CONFLICTS

Should a conflict arise regarding billing or quality of service, the parties shall, prior to bringing a claim, action, suit, or proceeding in court, meet to attempt to resolve the issue within thirty (30) days of issue identification. Each party shall designate a representative authorized to negotiate a solution to the conflict. If the conflict cannot be resolved by the parties, the parties will submit the issue for mediation. Each party shall make a good-faith effort to resolve the conflict through mediation.

18. GOVERNING LAW, JURISDICTION, VENUE & ATTORNEY FEES

This Agreement shall be governed and construed in accordance with the laws of the State of Oregon, without resort to any jurisdiction's conflict of laws rules or doctrines. Any claim, action, suit, or proceeding (collectively, "the claim") between the parties that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within a Circuit Court of the State of Oregon. Provided, however, if the claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. Each party shall be responsible for the party's attorney fees, costs, and disbursements at all times, including appeals.

19. WAIVER

The failure of either party to enforce any provision of this Agreement shall not constitute a waiver by that party of that or any other provision of this Agreement, or the waiver by that party of the ability to enforce that or any other provision in the event of any subsequent breach.

20. COUNTERPARTS.

This Agreement and any subsequent amendments may be executed in any number of counterparts (including by facsimile, PDF, or other electronic transmission), each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one agreement binding on all parties.

21. SEVERABILITY

If any provision of this Agreement shall be held invalid or unenforceable by any court or tribunal of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision, and the obligations of the parties shall be construed and enforced as if the Contract did not contain the particular term or provision held to be invalid.

22. NOTICES

Any notice required to be given to COG or AFFILIATE under this Agreement shall be sufficient if given, in writing, by first-class mail or in person as described in the signature block below.

23. SIGNATURES

This agreement and any changes, alterations, modifications, or amendments will be effective when approved in writing by the authorized representative of the Parties hereto as of the effective date set forth herein.

In witness whereof, the Parties hereto have caused this agreement to be executed on the date set forth below.

MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS

CITY OF DURHAM

By: _____

McRae Carmichael
Interim Executive Director

Date: _____

Mid-Willamette Valley Council of Governments

By: _____

Jordan Parente
City Administrator

Date: _____

City of Durham

BILLING CONTACT FOR INVOICES

FOR COG

Theresa Whisenhunt
Financial Analyst

100 High Street SE Ste. 200
Salem, OR 97301

NOTICES

For COG:

McRae Carmichael
Interim Executive Director

100 High Street SE Ste. 200
Salem, OR 97301

For AFFILIATE:

Name: Wyatt Bean
Administrative Assistant

Mailing Address: 17160 SW Upper Boones Ferry Road.
Durham OR 97224

For AFFILIATE:

Name: Jordan Parente
Title: City Administrator

Mailing Address: 17160 SW Upper Boones Ferry Road.
Durham OR 97224

BEFORE THE BOARD OF DIRECTORS

FOR THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS

In the matter of establishing rates for services provided member and other entities on a fee-for-service basis.

RESOLUTION 2026-01

WHEREAS, the Mid-Willamette Valley Council of Governments (COG) is an intergovernmental entity established by agreement among the participating jurisdictions pursuant to their home rule authority and ORS 190.019.

WHEREAS, the agreement establishing the COG and ORS 190.020 allows the COG to enter into intergovernmental agreements for the delivery of services to its member governments

WHEREAS, the COG presently offers a host of fee-for-service programs on a contractual basis with its member governments to include land use planning, housing rehabilitation loan administration, revolving loan program administration, legal services, executive recruiting, and other technical services; and

WHEREAS, the Board of Directors for the COG desires to set rates for such services that are affordable for members and recover the COG's costs of providing such services,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS:

That the following rates shall take effect for the COG's fee-for-service program beginning with invoices generated July 1, 2026, and ending June 30, 2027, unless sooner amended:

Member Services

FY 26/27 Service Rate Resolution		July 1 26-27	July 1 26-27
		COG Member Rates	Affiliate Member Rates
Recruitment Services			
Population - Up to 1,000		\$ 10,500	\$ 11,000
Population - 1,001 to 5,000		\$ 12,500	\$ 13,000
Population - Over 5,000		\$ 17,500	\$ 18,000
Background Check Services (per background check)		\$ 750	\$ 800
Legal Services			
General Counsel Services	Per hour	\$ 249	\$ 270
Hearings Officer Services	Per hour	\$ 300	\$ 330

Member Services (continued)

Strategic Planning/Goal Setting			
Evening/Half Day (4 hours)*		\$ 2,400	\$ 3,000
One Day (8 Hours)*		\$ 4,400	\$ 5,000
Evening Plus full day (10 hours)*		\$ 5,280	\$ 6,500
* hourly rates apply thereafter			
Staff Services			
Executive Director	per hour	\$ 195	\$ 223
Department Director	per hour	\$ 195	\$ 223
Loan Program Manager	per hour	\$ 176	\$ 192
Project Manager	per hour	\$ 176	\$ 192
Planner, Senior	per hour	\$ 154	\$ 175
Accountant	per hour	\$ 140	\$ 160
Planner, Associate	per hour	\$ 140	\$ 146
Administrative Specialist	per hour	\$ 111	\$ 127
Planner, Assistant	per hour	\$ 111	\$ 127
Modeling Services			
Modeling Services Member Rate	per hour	\$ 192	\$ 210
Modeling Services For Profit Rate	per hour	\$ 250	\$ 260
Loan Underwriting , Packaging and Closing Services*			
*charged as per lender requirement		see contract	See contract
Copy and Plot charges			
Black and White Copies (Each)		0.30	0.30
Color Copies (Each)		1.00	1.00
Regular Plots (Each)		42.00	42.00
Image Plots (Each)		60.50	60.50
A (8 1/2x11) or (11x17)			

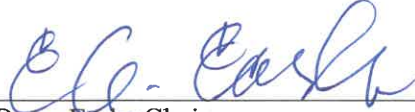
Charges for services not described above may be developed as requests for service are received.

Affiliate and Business Partner Rates

	Individual / Non-Profit Affiliate
Cost	\$500
Eligibility	i. Local governments outside of Marion, Polk and Yamhill counties ii. Individual: Available to public employees or employees of nonprofits who work regularly with COG. iii. Nonprofit: Non-profit regional organizations and statewide intergovernmental associations that either have government representation on their boards (i.e. SEDCOR, Travel Salem, LOC, AOC, OSBA) or that partner with the COG in the delivery of its programs and services (i.e. Boys and Girls Club)
Scope of Services	i. Affiliates are eligible for fee-for-service community development, transportation planning and GIS programs and such other services as the Executive Director may deem appropriate based on available resources. ii. Affiliates are not eligible to participate in the COG's fee for service programs that are limited to Marion, Polk, and Yamhill local government entities (i.e. recruitments, strategic planning, etc.)

ADOPTED by the Board of Directors of the Mid-Willamette Valley Council of Governments at Salem, Oregon this 17th Day of March 2026.

ATTEST


 Betsy Earls, Chair
 MWVCOG Board of Directors


 McRae Carmichael
 Interim Executive Director



City of Durham

17160 SW Upper Boones Ferry Road
Durham, Oregon 97224

website: durham-oregon.us
e-mail: cityofdurham@comcast.net
phone: 503.639.6851

Jordan Parente - City Administrator

Wyatt Bean - Administrative Assistant

MEMORANDUM

DATE: July 24th, 2026
TO: City Council
FROM: Jordan Parente
RE: Retaining Wall at 7664 SW Taylor Lane

Emerald Homes NW constructed a retaining wall within the public utility easement (PUE) adjacent to 7664 SW Taylor Lane without City approval. The wall conflicts with both approved site designs associated with the property. The PUE was established when the nine-lot subdivision was platted and is located approximately eight feet from the City right-of-way.

Public utility easements preserve space for the future installation, maintenance, and replacement of utilities. Locating these easements near the right-of-way is a common practice throughout Washington County because it allows utility work to occur without repeatedly excavating and replacing public streets and related infrastructure. The existing PUE also implements Durham Development Code Section 8.9.2.4, which is intended to provide utility access adjacent to the right-of-way.

The developer has proposed vacating the existing easement and establishing a replacement easement beneath the private driveway network serving the approved developments. Staff do not recommend this alternative. Relocating the easement beneath private driveways would undermine the purpose of the Code standard, create impacts similar to excavating City infrastructure, and cause substantial inconvenience and disruption for future residents when utility access, repair, or replacement is required.

Because the retaining wall was constructed without approval, is inconsistent with the approved plans, and obstructs the existing PUE, staff recommend that the City pursue removal of the wall. The City's nuisance abatement process would provide formal notice to the responsible party and an opportunity to correct the violation before the City undertakes further enforcement or abatement action.

Recommendation: Staff recommend that City Council direct staff begin the nuisance abatement process for the unpermitted retaining wall located within the public utility easement adjacent to 7664 SW Taylor Lane.

City of Durham
Treasury Report as of
6/30/2026

Checking/Savings		
1110 Petty Cash	150.00	0.0%
1120 Checking	21,206.00	0.42%
1130 State Investment Pool	4,982,650.32	99.57%
Total Checking/Savings	5,004,006.32	100.0%
 1400 Due (To)/From Other Funds		
10 - General Fund	1,120,318.03	22.39%
20 - Streets Fund	2,483,551.42	49.63%
22 - TDT Fund	394,359.11	7.88%
30 - Greenspaces Fund	513.66	0.01%
32 - Parks SDC Fund	222,769.96	4.45%
50 - Building Fund	782,494.14	15.64%
Total Cash & Cash Equivalents	5,004,006.32	100.0%

City of Durham, Oregon

Budget vs. Actuals: Budget_FY26_By_Fund - FY26 P&L Classes
July 2025 - June 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	134,143.33		134,143.33		\$134,143.33	\$0.00	\$134,143.33	0.00%
4120 Property Tax - Prior	2,535.30		2,535.30		\$2,535.30	\$0.00	\$2,535.30	0.00%
4130 Other Tax Revenue	109.72		109.72		\$109.72	\$0.00	\$109.72	0.00%
Total 4100 Property Tax Revenue	136,788.35	127,609.00	9,179.35	107.19 %	\$136,788.35	\$127,609.00	\$9,179.35	107.19 %
4200 Intergovernmental Revenue					\$0.00	\$0.00	\$0.00	0.00%
4210 State Revenue Sharing	15,094.64	14,275.00	819.64	105.74 %	\$15,094.64	\$14,275.00	\$819.64	105.74 %
4230 Cigarette Tax	1,006.38	1,048.00	-41.62	96.03 %	\$1,006.38	\$1,048.00	\$ -41.62	96.03 %
4240 Liquor Tax	28,790.32	28,234.00	556.32	101.97 %	\$28,790.32	\$28,234.00	\$556.32	101.97 %
4250 Marijuana Tax	2,928.31	2,812.00	116.31	104.14 %	\$2,928.31	\$2,812.00	\$116.31	104.14 %
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	\$0.00	\$2,000.00	0.00%
Total 4200 Intergovernmental Revenue	49,819.65	46,369.00	3,450.65	107.44 %	\$49,819.65	\$46,369.00	\$3,450.65	107.44 %
4300 Franchise Fees		191,750.00	-191,750.00		\$0.00	\$191,750.00	\$ -191,750.00	0.00%
4310 Water Franchise Fees	47,520.68		47,520.68		\$47,520.68	\$0.00	\$47,520.68	0.00%
4320 Natural Gas Franchise Fees	34,335.61		34,335.61		\$34,335.61	\$0.00	\$34,335.61	0.00%
4330 Electric Franchise Fees	103,389.05		103,389.05		\$103,389.05	\$0.00	\$103,389.05	0.00%
4340 Garbage Franchise Fees	31,421.93		31,421.93		\$31,421.93	\$0.00	\$31,421.93	0.00%
4350 Phone Franchise Fees	200.35		200.35		\$200.35	\$0.00	\$200.35	0.00%
4360 Cable Franchise Fees	10,487.28		10,487.28		\$10,487.28	\$0.00	\$10,487.28	0.00%
Total 4300 Franchise Fees	227,354.90	191,750.00	35,604.90	118.57 %	\$227,354.90	\$191,750.00	\$35,604.90	118.57 %
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	20,889.42		20,889.42		\$20,889.42	\$0.00	\$20,889.42	0.00%
4412 Telecom License	21,000.00		21,000.00		\$21,000.00	\$0.00	\$21,000.00	0.00%
Total 4410 Licenses	41,889.42		41,889.42		\$41,889.42	\$0.00	\$41,889.42	0.00%
4430 Permits					\$0.00	\$0.00	\$0.00	0.00%
4431 Building Permit (20%)	18,186.13	7,500.00	10,686.13	242.48 %	\$18,186.13	\$7,500.00	\$10,686.13	242.48 %
4432 Tree Removal Permit	2,100.00		2,100.00		\$2,100.00	\$0.00	\$2,100.00	0.00%
4433 ROW Permit	7,955.89		7,955.89		\$7,955.89	\$0.00	\$7,955.89	0.00%
4434 Special Event Permit	600.00		600.00		\$600.00	\$0.00	\$600.00	0.00%
4436 Sign Permit	1,900.00		1,900.00		\$1,900.00	\$0.00	\$1,900.00	0.00%
Total 4430 Permits	30,742.02	7,500.00	23,242.02	409.89 %	\$30,742.02	\$7,500.00	\$23,242.02	409.89 %
4450 Fees					\$0.00	\$0.00	\$0.00	0.00%
4451 Development Fees	8,800.00		8,800.00		\$8,800.00	\$0.00	\$8,800.00	0.00%
Total 4450 Fees	8,800.00		8,800.00		\$8,800.00	\$0.00	\$8,800.00	0.00%
4490 Other Fines & Fees	250.00		250.00		\$250.00	\$0.00	\$250.00	0.00%
Total 4400 Licenses, Permits, & Fees	81,681.44	32,500.00	49,181.44	251.33 %	\$81,681.44	\$32,500.00	\$49,181.44	251.33 %
4500 Administrative Fees		2,000.00	-2,000.00		\$0.00	\$2,000.00	\$ -2,000.00	0.00%
4510 Lien Search Request	1,345.00		1,345.00		\$1,345.00	\$0.00	\$1,345.00	0.00%
4520 Public Records Request	147.50		147.50		\$147.50	\$0.00	\$147.50	0.00%
4530 10% Pass-Through Fee	2,774.40		2,774.40		\$2,774.40	\$0.00	\$2,774.40	0.00%
4540 City Staff Time	3,150.00		3,150.00		\$3,150.00	\$0.00	\$3,150.00	0.00%
Total 4500 Administrative Fees	7,416.90	2,000.00	5,416.90	370.85 %	\$7,416.90	\$2,000.00	\$5,416.90	370.85 %
4800 Interest Income	47,285.23	25,000.00	22,285.23	189.14 %	\$47,285.23	\$25,000.00	\$22,285.23	189.14 %
4900 Miscellaneous Revenue	100.50		100.50		\$100.50	\$0.00	\$100.50	0.00%
Total Income	\$550,446.97	\$2,238,904.00	\$ -1,688,457.03	24.59 %	\$550,446.97	\$2,238,904.00	\$ -1,688,457.03	24.59 %
GROSS PROFIT	\$550,446.97	\$2,238,904.00	\$ -1,688,457.03	24.59 %	\$550,446.97	\$2,238,904.00	\$ -1,688,457.03	24.59 %
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	99,872.05	100,282.00	-409.95	99.59 %	\$99,872.05	\$100,282.00	\$ -409.95	99.59 %
5120 Admin. Assistant	55,159.70	66,435.00	-11,275.30	83.03 %	\$55,159.70	\$66,435.00	\$ -11,275.30	83.03 %
Total 5100 Salaries & Wages	155,031.75	171,717.00	-16,685.25	90.28 %	\$155,031.75	\$171,717.00	\$ -16,685.25	90.28 %
5200 Payroll Taxes	14,659.35	16,108.00	-1,448.65	91.01 %	\$14,659.35	\$16,108.00	\$ -1,448.65	91.01 %
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	35,601.49	39,545.00	-3,943.51	90.03 %	\$35,601.49	\$39,545.00	\$ -3,943.51	90.03 %
5430 Med/Den/Vision Ins	10,716.74	14,350.00	-3,633.26	74.68 %	\$10,716.74	\$14,350.00	\$ -3,633.26	74.68 %
Total 5400 Employee Benefits	46,318.23	53,895.00	-7,576.77	85.94 %	\$46,318.23	\$53,895.00	\$ -7,576.77	85.94 %
Total 5000 Personnel Services	216,404.39	242,270.00	-25,865.61	89.32 %	\$216,404.39	\$242,270.00	\$ -25,865.61	89.32 %
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	5,245.80	5,750.00	-504.20	91.23 %	\$5,245.80	\$5,750.00	\$ -504.20	91.23 %

	10 - GENERAL FUND				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6120 Marketing & Newsletters	5,581.59	7,000.00	-1,418.41	79.74 %	\$5,581.59	\$7,000.00	\$ -1,418.41	79.74 %
6150 Dues & Subscriptions	5,966.58	4,500.00	1,466.58	132.59 %	\$5,966.58	\$4,500.00	\$1,466.58	132.59 %
6170 Equipment Expense	5,047.44	8,500.00	-3,452.56	59.38 %	\$5,047.44	\$8,500.00	\$ -3,452.56	59.38 %
6190 Other Operating Expense	0.20	6,000.00	-5,999.80	0.00 %	\$0.20	\$6,000.00	\$ -5,999.80	0.00 %
Total 6100 Operating Expense	21,841.61	31,750.00	-9,908.39	68.79 %	\$21,841.61	\$31,750.00	\$ -9,908.39	68.79 %
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	14,300.00	13,200.00	1,100.00	108.33 %	\$14,300.00	\$13,200.00	\$1,100.00	108.33 %
6212 City Hall Utilities	5,738.10	7,000.00	-1,261.90	81.97 %	\$5,738.10	\$7,000.00	\$ -1,261.90	81.97 %
6213 Security	527.16	1,000.00	-472.84	52.72 %	\$527.16	\$1,000.00	\$ -472.84	52.72 %
6214 City Hall Maintenance & Repair	71.97	750.00	-678.03	9.60 %	\$71.97	\$750.00	\$ -678.03	9.60 %
Total 6210 City Hall	20,637.23	21,950.00	-1,312.77	94.02 %	\$20,637.23	\$21,950.00	\$ -1,312.77	94.02 %
6220 Park Utilities & Maintenance					\$0.00	\$0.00	\$0.00	0.00%
6221 Park Maintenance	29,885.68	37,500.00	-7,614.32	79.70 %	\$29,885.68	\$37,500.00	\$ -7,614.32	79.70 %
6222 Park Utilities	1,516.26	1,750.00	-233.74	86.64 %	\$1,516.26	\$1,750.00	\$ -233.74	86.64 %
Total 6220 Park Utilities & Maintenance	31,401.94	39,250.00	-7,848.06	80.00 %	\$31,401.94	\$39,250.00	\$ -7,848.06	80.00 %
6250 Street Fund					\$0.00	\$0.00	\$0.00	0.00%
6255 Bike Paths & Sidewalk Maint/Repair	225.00		225.00		\$225.00	\$0.00	\$225.00	0.00%
Total 6250 Street Fund	225.00		225.00		\$225.00	\$0.00	\$225.00	0.00%
Total 6200 Facilities	52,264.17	61,200.00	-8,935.83	85.40 %	\$52,264.17	\$61,200.00	\$ -8,935.83	85.40 %
6300 Contract Services					\$0.00	\$0.00	\$0.00	0.00%
6310 Accounting					\$0.00	\$0.00	\$0.00	0.00%
6311 Audit Fees	9,720.00	16,350.00	-6,630.00	59.45 %	\$9,720.00	\$16,350.00	\$ -6,630.00	59.45 %
6312 Accounting Fees	13,278.94	13,000.00	278.94	102.15 %	\$13,278.94	\$13,000.00	\$278.94	102.15 %
6313 Payroll Fees	948.00	650.00	298.00	145.85 %	\$948.00	\$650.00	\$298.00	145.85 %
Total 6310 Accounting	23,946.94	30,000.00	-6,053.06	79.82 %	\$23,946.94	\$30,000.00	\$ -6,053.06	79.82 %
6320 Engineering	131.25		131.25		\$131.25	\$0.00	\$131.25	0.00%
6330 Planning Services	12,841.15		12,841.15		\$12,841.15	\$0.00	\$12,841.15	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	51,606.20	52,500.00	-893.80	98.30 %	\$51,606.20	\$52,500.00	\$ -893.80	98.30 %
6360 Police Services	133,621.66	177,600.00	-43,978.34	75.24 %	\$133,621.66	\$177,600.00	\$ -43,978.34	75.24 %
6370 911 Contract	13,197.60	13,200.00	-2.40	99.98 %	\$13,197.60	\$13,200.00	\$ -2.40	99.98 %
6380 IT Services	4,577.50	15,000.00	-10,422.50	30.52 %	\$4,577.50	\$15,000.00	\$ -10,422.50	30.52 %
6390 Other Contract Services		1,500.00	-1,500.00		\$0.00	\$1,500.00	\$ -1,500.00	0.00%
Total 6300 Contract Services	240,382.30	325,300.00	-84,917.70	73.90 %	\$240,382.30	\$325,300.00	\$ -84,917.70	73.90 %
6400 Travel & Training		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
6410 Vehicle Expense	684.43	1,000.00	-315.57	68.44 %	\$684.43	\$1,000.00	\$ -315.57	68.44 %
6420 Meals & Entertainment	583.82	750.00	-166.18	77.84 %	\$583.82	\$750.00	\$ -166.18	77.84 %
6430 Lodging	213.39		213.39		\$213.39	\$0.00	\$213.39	0.00%
6440 Conferences & Education	686.99	3,000.00	-2,313.01	22.90 %	\$686.99	\$3,000.00	\$ -2,313.01	22.90 %
Total 6400 Travel & Training	2,168.63	4,750.00	-2,581.37	45.66 %	\$2,168.63	\$4,750.00	\$ -2,581.37	45.66 %
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	324,466.45	432,200.00	-107,733.55	75.07 %	\$324,466.45	\$432,200.00	\$ -107,733.55	75.07 %
8100 Transfers					\$0.00	\$0.00	\$0.00	0.00%
8110 Transfer to General Fund	-86,450.00	-95,750.00	9,300.00	90.29 %	\$ -86,450.00	\$ -95,750.00	\$9,300.00	90.29 %
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	663,550.00	654,250.00	9,300.00	101.42 %	\$663,550.00	\$654,250.00	\$9,300.00	101.42 %
8900 Contingency (Budget)		25,000.00	-25,000.00		\$0.00	\$25,000.00	\$ -25,000.00	0.00%
Total Expenses	\$1,204,420.84	\$1,353,720.00	\$ -149,299.16	88.97 %	\$1,204,420.84	\$1,353,720.00	\$ -149,299.16	88.97 %
NET OPERATING INCOME	\$ -653,973.87	\$885,184.00	\$ -1,539,157.87	-73.88 %	\$ -653,973.87	\$885,184.00	\$ -1,539,157.87	-73.88 %
Other Income								
9100 Pass Through Revenue					\$0.00	\$0.00	\$0.00	0.00%
9110 State Surcharge	3,673.26		3,673.26		\$3,673.26	\$0.00	\$3,673.26	0.00%
9130 Planning Pass Through	12,950.00		12,950.00		\$12,950.00	\$0.00	\$12,950.00	0.00%
9150 Engineering Pass Through	6,641.90		6,641.90		\$6,641.90	\$0.00	\$6,641.90	0.00%
9160 Metro CET Pass Through	7,690.09		7,690.09		\$7,690.09	\$0.00	\$7,690.09	0.00%
9170 TTSD CET Pass Through	45,708.38		45,708.38		\$45,708.38	\$0.00	\$45,708.38	0.00%
9180 Legal Pass Through	7,300.00		7,300.00		\$7,300.00	\$0.00	\$7,300.00	0.00%
9190 Arborist Pass Through	360.00		360.00		\$360.00	\$0.00	\$360.00	0.00%
Total 9100 Pass Through Revenue	84,323.63		84,323.63		\$84,323.63	\$0.00	\$84,323.63	0.00%
9200 BP Revenue	100.00		100.00		\$100.00	\$0.00	\$100.00	0.00%
9210 BP Building Permit	20,381.40		20,381.40		\$20,381.40	\$0.00	\$20,381.40	0.00%
9220 BP Plan Review	31,449.69		31,449.69		\$31,449.69	\$0.00	\$31,449.69	0.00%
9230 BP Mechanical Permit	4,964.75		4,964.75		\$4,964.75	\$0.00	\$4,964.75	0.00%
9240 BP Plumbing Permit	6,584.63		6,584.63		\$6,584.63	\$0.00	\$6,584.63	0.00%
Total 9200 BP Revenue	63,480.47		63,480.47		\$63,480.47	\$0.00	\$63,480.47	0.00%
Total Other Income	\$147,804.10	\$0.00	\$147,804.10	0.00%	\$147,804.10	\$0.00	\$147,804.10	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	7,259.62		7,259.62		\$7,259.62	\$0.00	\$7,259.62	0.00%
9320 Building Permits	88,588.04		88,588.04		\$88,588.04	\$0.00	\$88,588.04	0.00%
9330 Planning Pass Through	18,494.00		18,494.00		\$18,494.00	\$0.00	\$18,494.00	0.00%
9350 Engineering PassThrough	7,746.25		7,746.25		\$7,746.25	\$0.00	\$7,746.25	0.00%
9360 Metro CET Pass Through	7,792.00		7,792.00		\$7,792.00	\$0.00	\$7,792.00	0.00%
9370 TTSD CET Pass Through	47,488.48		47,488.48		\$47,488.48	\$0.00	\$47,488.48	0.00%
9380 Legal Pass Through	8,821.50		8,821.50		\$8,821.50	\$0.00	\$8,821.50	0.00%
9390 Arborist Pass Through	360.00		360.00		\$360.00	\$0.00	\$360.00	0.00%
Total 9300 Pass Through Expense	186,549.89		186,549.89		\$186,549.89	\$0.00	\$186,549.89	0.00%
9400 BP Expense					\$0.00	\$0.00	\$0.00	0.00%
9420 BP Expense - 20% to City	18,186.13		18,186.13		\$18,186.13	\$0.00	\$18,186.13	0.00%
Total 9400 BP Expense	18,186.13		18,186.13		\$18,186.13	\$0.00	\$18,186.13	0.00%
Total Other Expenses	\$204,736.02	\$0.00	\$204,736.02	0.00%	\$204,736.02	\$0.00	\$204,736.02	0.00%
NET OTHER INCOME	\$ -56,931.92	\$0.00	\$ -56,931.92	0.00%	\$ -56,931.92	\$0.00	\$ -56,931.92	0.00%
NET INCOME	\$ -710,905.79	\$885,184.00	\$ -1,596,089.79	-80.31 %	\$ -710,905.79	\$885,184.00	\$ -1,596,089.79	-80.31 %

City of Durham, Oregon
Budget vs. Actuals: Budget_FY26_By_Fund - FY26 P&L Classes
July 2025 - June 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	162,376.02	148,054.00	14,322.02	109.67 %	\$162,376.02	\$148,054.00	\$14,322.02	109.67 %
4270 Vehicle Registration	31,801.74	25,000.00	6,801.74	127.21 %	\$31,801.74	\$25,000.00	\$6,801.74	127.21 %
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	194,177.76	423,054.00	-228,876.24	45.90 %	\$194,177.76	\$423,054.00	\$ -228,876.24	45.90 %
4400 Licenses, Permits, & Fees					\$0.00	\$0.00	\$0.00	0.00%
4430 Permits					\$0.00	\$0.00	\$0.00	0.00%
4433 ROW Permit	779.20		779.20		\$779.20	\$0.00	\$779.20	0.00%
Total 4430 Permits	779.20		779.20		\$779.20	\$0.00	\$779.20	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	10,779.20		10,779.20		\$10,779.20	\$0.00	\$10,779.20	0.00%
4800 Interest Income	100,013.15	45,000.00	55,013.15	222.25 %	\$100,013.15	\$45,000.00	\$55,013.15	222.25 %
Total Income	\$304,970.11	\$2,795,716.00	\$ -2,490,745.89	10.91 %	\$304,970.11	\$2,795,716.00	\$ -2,490,745.89	10.91 %
GROSS PROFIT	\$304,970.11	\$2,795,716.00	\$ -2,490,745.89	10.91 %	\$304,970.11	\$2,795,716.00	\$ -2,490,745.89	10.91 %
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	123.07	2,500.00	-2,376.93	4.92 %	\$123.07	\$2,500.00	\$ -2,376.93	4.92 %
6139 Misc Street Supplies	32.48	2,500.00	-2,467.52	1.30 %	\$32.48	\$2,500.00	\$ -2,467.52	1.30 %
Total 6130 Street Supplies	155.55	30,000.00	-29,844.45	0.52 %	\$155.55	\$30,000.00	\$ -29,844.45	0.52 %
Total 6100 Operating Expense	155.55	30,000.00	-29,844.45	0.52 %	\$155.55	\$30,000.00	\$ -29,844.45	0.52 %
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	9,434.99	50,000.00	-40,565.01	18.87 %	\$9,434.99	\$50,000.00	\$ -40,565.01	18.87 %
6252 Street Light Utilities	14,314.00	25,000.00	-10,686.00	57.26 %	\$14,314.00	\$25,000.00	\$ -10,686.00	57.26 %
6255 Bike Paths & Sidewalk Maint/Repair	17,720.14	50,000.00	-32,279.86	35.44 %	\$17,720.14	\$50,000.00	\$ -32,279.86	35.44 %
Total 6250 Street Fund	41,469.13	125,000.00	-83,530.87	33.18 %	\$41,469.13	\$125,000.00	\$ -83,530.87	33.18 %
Total 6200 Facilities	41,469.13	125,000.00	-83,530.87	33.18 %	\$41,469.13	\$125,000.00	\$ -83,530.87	33.18 %
6300 Contract Services					\$0.00	\$0.00	\$0.00	0.00%
6310 Accounting					\$0.00	\$0.00	\$0.00	0.00%
6311 Audit Fees	6,480.00		6,480.00		\$6,480.00	\$0.00	\$6,480.00	0.00%
6312 Accounting Fees	8,623.00		8,623.00		\$8,623.00	\$0.00	\$8,623.00	0.00%
Total 6310 Accounting	15,103.00		15,103.00		\$15,103.00	\$0.00	\$15,103.00	0.00%
6320 Engineering		32,500.00	-32,500.00		\$0.00	\$32,500.00	\$ -32,500.00	0.00%
6330 Planning Services	2,663.85	32,500.00	-29,836.15	8.20 %	\$2,663.85	\$32,500.00	\$ -29,836.15	8.20 %
6350 Legal Services	26,820.00		26,820.00		\$26,820.00	\$0.00	\$26,820.00	0.00%
Total 6300 Contract Services	44,586.85	65,000.00	-20,413.15	68.60 %	\$44,586.85	\$65,000.00	\$ -20,413.15	68.60 %
Total 6000 Materials & Services	86,211.53	220,000.00	-133,788.47	39.19 %	\$86,211.53	\$220,000.00	\$ -133,788.47	39.19 %
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	\$172,661.53	\$1,146,450.00	\$ -973,788.47	15.06 %	\$172,661.53	\$1,146,450.00	\$ -973,788.47	15.06 %
NET OPERATING INCOME	\$132,308.58	\$1,649,266.00	\$ -1,516,957.42	8.02 %	\$132,308.58	\$1,649,266.00	\$ -1,516,957.42	8.02 %
NET INCOME	\$132,308.58	\$1,649,266.00	\$ -1,516,957.42	8.02 %	\$132,308.58	\$1,649,266.00	\$ -1,516,957.42	8.02 %

City of Durham, Oregon
Checking Account Detail - Prior Month - Council
June 2026

DISTRIBUTION ACCOUNT	NUM	TRANSACTION DATE	NAME	DESCRIPTION	AMOUNT
Expense					
1120 Checking	INV15560801	06/02/2026	Gusto	May 2026 Monthly Payroll Fees	-104.00
1120 Checking	EFT	06/02/2026	PGE	Monthly City Hall Electric Bill	-94.20
1120 Checking	EFT	06/02/2026	PGE	Monthly Arkenstone Park Electric Bill	-25.32
1120 Checking	EFT	06/02/2026	PGE	Monthly Heron Grove Path Electric Bill	-29.51
1120 Checking	EFT	06/03/2026	NW Natural Gas	Monthly City Hall Gas Bill - Autopay	-50.84
1120 Checking	EFT	06/07/2026	Ziply Fiber	June 2026 Ziply Autopay	-256.29
1120 Checking	EFT	06/08/2026	CIS - Employee Benefits	June 2026 Employee Benefits Autopay	-1,166.90
1120 Checking	EFT - IAP	06/12/2026	PERS	PERS IAP for 05/21 - 06/05/2026 Employer Statement	-370.22
1120 Checking	EFT - Pension	06/12/2026	PERS	PERS Pension for 05/21 - 06/05/2026 Employer Statement	-1,483.34
1120 Checking	2021-6129	06/15/2026	Turboscribe	June 2026 Monthly Turboscribe Subscription	-20.00
1120 Checking	Debit 2026.06.17	06/17/2026	Washington County	Temporary Business License - Durham 60th - 07/04/2026	-80.00
1120 Checking	EFT	06/18/2026	T-Mobile	June '26 CA Monthly Cell Phone Bill	-36.65
1120 Checking		06/22/2026	Chat GPT - Open AI		-20.00
1120 Checking	Debit 2026.06.26	06/26/2026	Oregon Health Authority	Oregon Food Handlers Card - Wyatt Bean	-10.00
1120 Checking	EFT - Pension	06/26/2026	PERS	PERS Pension for 06/06 - 06/20/2026 Employer Statement	-1,486.69
1120 Checking	EFT - IAP	06/26/2026	PERS	PERS IAP for 06/06 - 06/20/2026 Employer Statement	-371.05
1120 Checking	10001505362805	06/27/2026	Intuit Quickbooks	June 2026 QuickBooks Online Monthly Fees	-115.00
1120 Checking	Debit 2026.06.30-01	06/30/2026	USPS	First Class Mail (x2) & Stamps	-52.74
1120 Checking	2026.06.30-02	06/30/2026	Costco	07/04/2026 Durham 60th Celebration Supplies	-634.03
Total for Expense					-\$6,406.78
Journal Entry					
1120 Checking	FY26-06.05.26-Payroll	06/05/2026		06/05/2026 Net Pay	-4,384.72
1120 Checking	FY26-06.05.26-Payroll	06/05/2026		06/05/2026 Taxes	-2,357.29
1120 Checking	FY26-06.05.26-Payroll	06/05/2026		06/05/2026 Reimbursement of Employee Transit Tax Over-withholding	-6.14
1120 Checking	FY26-06.18.26-Payroll	06/18/2026		06/18/2026 Net Pay	-4,384.46
1120 Checking	FY26-06.18.26-Payroll	06/18/2026		06/18/2026 Taxes	-2,357.37
Total for Journal Entry					-
					\$13,489.98
Bill Payment (Check)					
1120 Checking	17957	06/05/2026	PGE	Account #*****0000	-1,150.11
1120 Checking	17958	06/05/2026	Cannon Planning Services	April & May 2026 Planning Services	-2,800.00
1120 Checking	17959	06/09/2026	Oregon Dept. of Transportation	May 2026 Monthly ODOT Bill	-15.41
1120 Checking	17960	06/10/2026	Securitas Technology	Durham City Hall Security - 07/01- 09/30/26	-133.38
1120 Checking	17961	06/10/2026	Alexonet	May 2026 IT Services and Microsoft Subscription	-302.80
1120 Checking	17962	06/15/2026	CMG Oregon	Account #101495 - Durham Approved Budget Notice	-633.94
1120 Checking	17963	06/15/2026	Beery Elsner & Hammond, LLP	April 2026 Legal Services	-1,341.50
1120 Checking	17964	06/17/2026	Jordan D. Parente	May 2026 Expenses	-224.24
1120 Checking	17965	06/18/2026	Merina+Co	May 2026 Accountant Services	-605.00
1120 Checking	17966	06/22/2026	T. Olson Properties	City Hall Rent (July 2026)	-1,100.00
1120 Checking	17967	06/22/2026	Staples	Account # LA ***5643	-568.33
1120 Checking	17968	06/22/2026	Molico, Inc.	Annual Backflow Testing (3 meters)	-192.00
1120 Checking	17969	06/22/2026	GISI Marketing Group	Summer 2026 Newsletter & Postage	-1,191.99
1120 Checking	17970	06/26/2026	American Sani-Can	July '26 Durham Park Seasonal Restroom	-226.84
1120 Checking	17971	06/29/2026	MacKay	May 2026 Engineering - Project #010483.000	-2,187.50

City of Durham, Oregon
 Checking Account Detail - Prior Month - Council
 June 2026

DISTRIBUTION ACCOUNT	NUM	TRANSACTION DATE	NAME	DESCRIPTION	AMOUNT
1120 Checking	17972	06/29/2026	Washington Co. Consolidated Communication	WCCCA Q1 Fees for FY 26/27	-3,299.40
Total for Bill Payment (Check)					-
					\$15,972.44
TOTAL					-
					\$35,869.20

$$\$6,406.78 + \$13,489.98 = \$19,896.76$$