Packet

CITY OF HILLSBORO

HILLSBORO CITY COUNCIL

Preliminary Agenda
Tuesday, July 3, 2007

6:15 PM — **Work Session**
Hillsboro Civic Center Conference Room C113B — **150 E. Main Street**

7:00 PM — **Regular Session**
Hillsboro Civic Center Auditorium — **150 E. Main Street**

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Please silence all electronic devices. Thank you.

Assistive Listening Devices (ALD) are available for persons with impaired hearing and can be scheduled for this meeting.

The City will also endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting:

- Qualified sign language interpreters for persons with speech or hearing impairments.
- Qualified bilingual interpreters.

To obtain services, please call 503.681.6100

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When addressing the Council, please use the witness table (center front of the room). All testimony is electronically recorded. Public participation is encouraged. If you wish to speak, please raise your hand or walk to the witness table as the Mayor calls the item, or, on any item not on the agenda, as the Mayor calls for "Communications and Non-Agenda Items." If you are speaking on an item not on the regular agenda, please fill out the card on the table in the back of the room and give to the City Recorder. You are not required to give your address when speaking to the City Council, only your name.

Ordinances and Resolutions marked with an asterisk will not be read in full unless requested by a member of the City Council. Copies were distributed to Council and posted for at least three days, and are available in the back of the room.

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*** SEE ATTACHED AGENDA ***
Posted – June 28, 2007

WORK SESSION – 6:15 PM – CONFERENCE ROOM C113B

A. City Manager Hiring Process, Standards, Procedures, Criteria and Policy Directives

REGULAR SESSION – 7:00 PM – AUDITORIUM

PLEDGE OF ALLEGIANCE – Mayor Tom Hughes

CALL TO ORDER – Roll Call

1. **CONSENT AGENDA:** (The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)

   A. Schedule a public hearing on July 17, 2007 at 7:00 PM to consider the sale of the Town Theatre and adjoining building located at 257 East Main Street.

   B. Schedule a joint work session with the Planning Commission on August 2, 2007, 7 PM, Hillsboro Civic Center, Conference Rooms C113B & C, 150 East Main Street.

   C. Acting as the Local Contract Review Board, award contract to the lowest responsive bidder for the following contract: (Transportation Committee Recommendation)

      1. **SE Oak Street Widening and Waterline Replacement**
         Landis & Landis Construction Schedule B **$1,046,825.80**

   D. Accept a petition for VAC 07-05 for the vacation of a right-of-way spur off SE 5th Avenue and schedule a public hearing for August 7, 2007 at 7:00 PM. Petitioners are Ramoncito and Lucy Gallard.

   E. Certify the City of Hillsboro is eligible to receive certain State Shared Revenues by adopting **Resolution No. *2214.**

   F. Declare the City's election to receive State Revenue Sharing Funds by adopting **Resolution No. *2215.**

   G. Authorize and ratify expenditures, public contracts, contract amendments and agreements by adopting **Resolution No. *2216.**

2. PRESENTATIONS AND APPOINTMENTS:

A. Appointments – Transportation Funding Task Force Members

1. Chuck Cooney, Lexington Village HOA
2. Kimberly Culbertson, Heart of Hillsboro
3. Dan Floyd, NW Grocery Association
4. Jim Frost, S. Hillsboro/Edwards Meadows
5. Darlene Greene, Hillsboro Budget Committee
6. Steve Krautsheild, Tuality Healthcare
7. Tammy LaBeck, Sewell Station HOA
8. Deanna Palm, Chamber of Commerce
9. Carlos Perez, Hillsboro School District
10. Jonathon Williams, Intel Corporation

3. WAIVER OF ORDINANCE READINGS:

A. Consider motion to waive reading in full and read by title only Ordinance Nos. _____. (The ordinances have been posted and will be available on the table on the north side of the Auditorium.)

4. PUBLIC HEARINGS:

A. Consider adopting hiring standards, procedures, criteria and policy directives for appointment of a City Manager.

B. SN 1-07: NW Hornecker Rd to NW Connell Ave: Consider renaming a section of a public street from NW Hornecker Road to NW Connell Avenue due to a transfer of street jurisdiction from Washington County to the City of Hillsboro. **Ordinance No. *_____ is available.**

C. VAC 07-02: Consider vacating SW 239th Avenue from Davis Road to its terminus in the City of Hillsboro, in Washington County. (Petition was presented to the City Council on June 5, 2007.) **Ordinance No. *_____ is available.**

5. UNFINISHED BUSINESS:

A. None.

6. NEW BUSINESS:

A. ZC 4-07: Willamette Dental: Consider Planning and Zoning Hearings Board recommendation of approval of a zone change from SCI Station Community Industrial to SCBP Station Community Business Park on a site approximately 3.64 acres in size. The property is generally located south of NE Campus Way, west of NE 71st Avenue (an unimproved right-of-way), north of NE Cherry Drive and east of NW 229th Avenue. The property can be specifically identified as Tax Lot 3700 on Washington County Tax Map 1N2-35BB and is addressed as 6950 NE Campus Way. **Ordinance No. *_____ is available.**

B. ZC 5-07: Fisher's Court: Consider Planning and Zoning Hearings Board recommendation of approval of a zone change from R-7 Single Family Residential to A-1 Duplex Residential on a site approximately 0.20 acres in size. The property is generally located west of NW Freeman Avenue, south of NW Garibaldi Street, north of NW Jackson Street, and east of NW Yonia Court. The property can be specifically identified as Tax Lot 2100 on Washington County Tax Map 1N3-36AC and is addressed as 445 NW Freeman Court. **Ordinance No. *_____ is available.**

C. ZC 8-07: Walker Road Park: Consider Planning and Zoning Hearings Board recommendation of approval of a zone change from A-1 Duplex Residential to A-3 Multi-family Residential on a site approximately 2.66 acres in size. The property is generally located north of NW Snoqualmie Street, east of NW 192nd Avenue, south of NW Cornell Road, and west of NW 190th Avenue. The property can be specifically identified as Tax Lot 500 on Washington County Tax Map 1N2-36AB. **Ordinance No. *_____ is available.**

D. Consider Transportation Committee recommendation amending Section 10.12.120 (Special Purpose or Restricted Parking – Schedule H) of the City of Hillsboro Municipal Code by relocating and extending the hours of operation of a loading zone on the north side of E Main Street and declaring an emergency. **Ordinance No. *_____ is available.**

E. Consider Transportation Committee recommendation amending Section 10.12.110 (Prohibited Parking – Schedule G) of the City of Hillsboro Municipal Code by establishing parking restrictions on SE 44th Avenue and declaring an emergency. **Ordinance No. *_____ is available.**

F. Consider Transportation Committee recommendation amending Section 10.12.110 (Prohibited Parking – Schedule G) of the City of Hillsboro Municipal Code by establishing a parking prohibition along a portion of SE Walnut Street near the Galway Apartments and declaring and emergency. **Ordinance No. *_____ is available.**

G. Consider endorsement of liquor license applications: *(These renewal requests have been reviewed by the Police Department and no objections have been filed.)*

Full On-Premises Sales – *Allows the sale and service of distilled spirits, malt beverages and wine for consumption on the licensed premises.*

Limited On-Premises Sales - Allows the sale of malt beverages, wine and cider for consumption on the licensed premises, and the sale of kegs of malt beverages for off premises consumption.

1. Casa Colima Inc., 140 SW Oak Street – Original Application - Full On-Premises sales
2. Red Brick Pizza NW Cafes, 2205 NW Allie Ave Ste 730 – Original Application - Limited On-Premises Sales

7. **COMMUNICATION AND NON-AGENDA ITEMS:** (Persons wishing to speak on matters not on the agenda may be recognized at this time. *Please fill out the card on the table in the back of the room and give to the City Recorder.* You are not required to give your address when speaking to the City Council, only your name. Presentations are limited to three (3) minutes, with a maximum total of 15 minutes for this agenda item. More time, if needed, may be provided upon completion of the regular agenda.)

8. **ADVICE/INFORMATION ITEMS:**

A. Police Department Change of Command Ceremony, June 29, 2007, 1:30 PM, Hillsboro Civic Center Plaza.

ANNUAL COMMUNITY EVENTS:

B. Tuality Healthcare Foundation's Annual Cancer Awareness Treatment Walk (C.A.T. Walk) and Health and Wellness Fair – July 4, 2007, 8:30 AM. Information is available at www.catwalkfunrun.org.

C. Hillsboro 4th of July Parade – July 4, 2007, 10 AM. Information is available at www.hillsbororotary.org.

D. Intel Presents CELEBRATE HILLSBORO featuring Main Street Madness – Downtown Hillsboro, Saturday, August 4, 10 AM to 9 PM and Sunday, August 5, 11 AM to 6 PM. This event features family fun, great music, games, a Guiness Record attempt, Hillsboro Farmers' Market and Antique Fair.

E. Main Street Madness – 3-on-3 Basketball Tournament – Downtown Hillsboro, Saturday, August 4, 8 AM to 8 PM and Sunday, August 5, 8 AM to 6 PM. For information visit the website at www.mainstreetmadness.org

F. Saturday Farmers' Market in Downtown Hillsboro: Every Saturday, May 5, 2007 through October 27, 2007 from 8 AM to 1:30 PM.

G. Tuesday Marketplace in Downtown Hillsboro: Every Tuesday, June 12, 2007 through August 28, 2007 from 5 PM to 8:30 PM:

H. Sunday Farmers' Market at Orenco Station: Every Sunday, May 13, 2007 through October 7, 2007 from 10 AM to 2 PM.

9. **WORK SESSION ITEMS (Item A will be discussed in work session preceding regular session in Conference Room C113B at 6:15 PM)**

A. City Manager Hiring Process, Standards, Procedures, Criteria and Policy Directives

1A

CITY OF HILLSBORO

July 3, 2007

To: Mayor and City Council

From: John Southgate, Economic Development Manager JWS

Subject: Request for Public Hearing

In accordance with recent Council briefings, staff recommends selling the Town Theater and the adjoining commercial structure, located at 253 and 257 E Main Street respectively, to Denzil Scheller. Mr. Scheller intends to redevelop the property as an entertainment venue.

Staff requests that the City Council schedule a public hearing on this matter on July 17, 2007.

150 East Main Street, Hillsboro, Oregon 97123-4028 • 503/681-6100 • FAX 503/681-6213
AN EQUAL OPPORTUNITY EMPLOYER PRINTED ON RECYCLED PAPER

1C

CITY OF HILLSBORO

July 3, 2007

TO: Mayor and City Council

FROM: Douglas Gresham, Engineering Division DG

RE: SE Oak St Widening and Waterline Replacement

The Engineering Division held a bid opening on June 21st, 2007, for the above referenced project. The bid results were as follows:

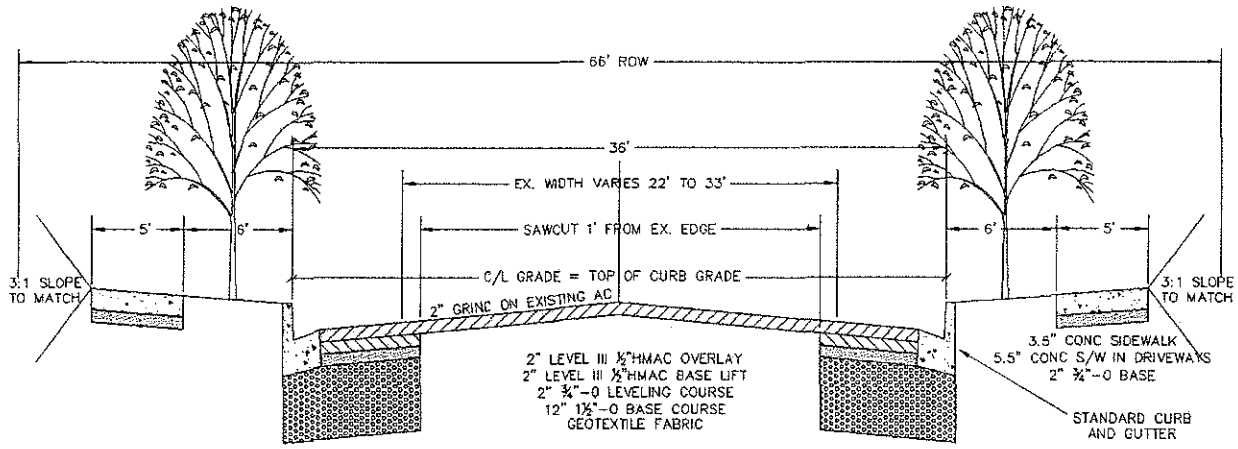
Schedule A:

	BIDDER	Bid Amount
1.	**Landis & Landis**	**$ 983,037.00**
2.	Kerr Contractors	$ 1,006,399.50
	Engineer's Estimate:	$ 906,808.65

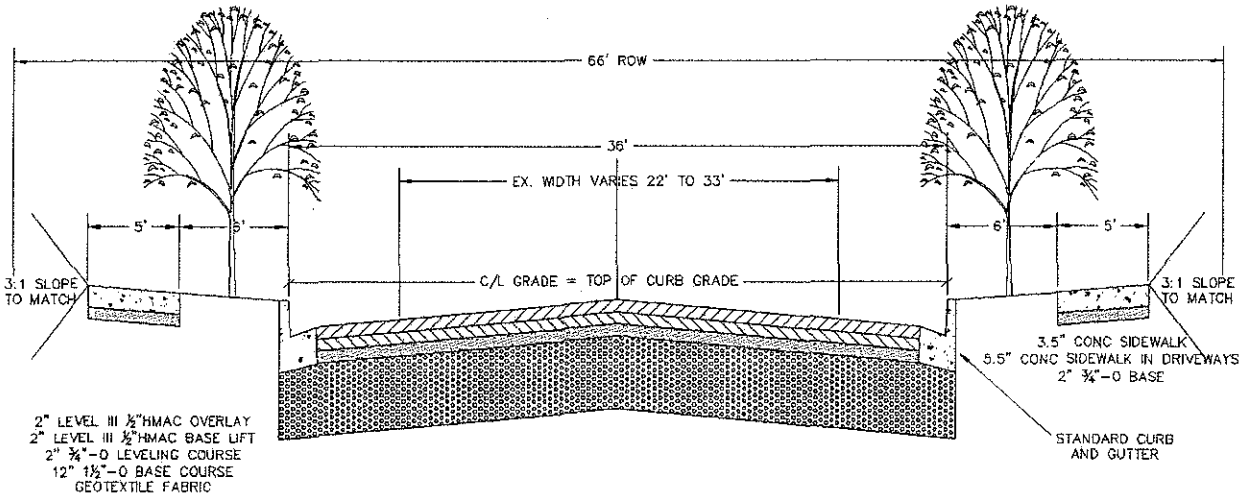
Schedule B:

	BIDDER	Bid Amount
1.	**Landis & Landis**	**$ 1,046,825.80**
2.	Kerr Contractors	$ 1,104,221.00
	Engineer's Estimate:	$ 988,141.45

Schedule A is a widening of SE Oak St which will preserve as much of the existing street as possible. Schedule B is a full reconstruct of SE Oak St which will remove the entire street and build a new street. Schedule B will improve the drainage of the surrounding properties and fit better with the existing driveways.



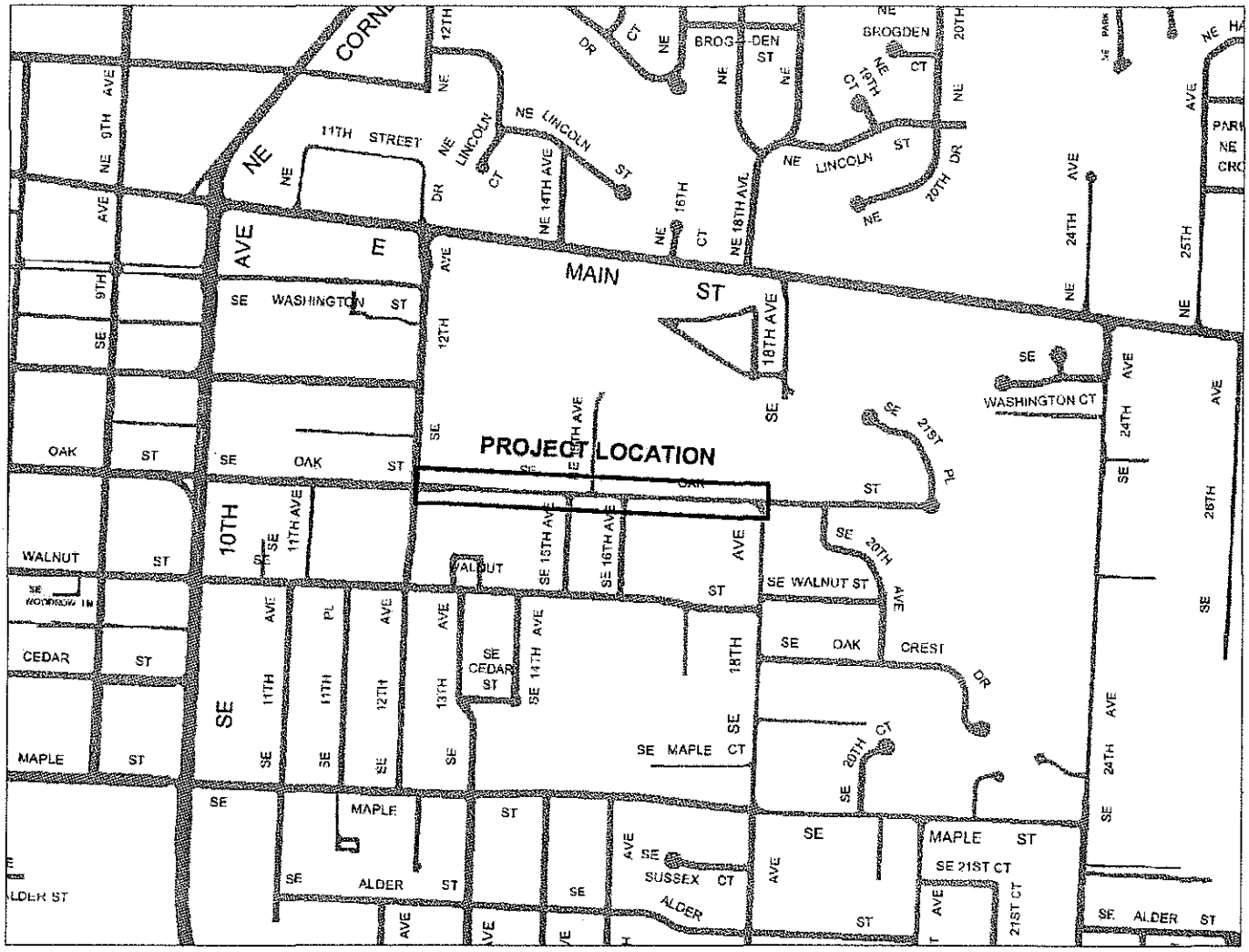
SE OAK ST TYPICAL SECTION
SCHEDULE A



SE OAK ST TYPICAL SECTION
SCHEDULE B

Staff presented both Schedules to the Transportation Committee. The Committee recommended the Schedule B option.

This project is currently identified in the City's Bicycle and Pedestrian Work Plan. The improvements will be made to SE Oak St. from SE 12th to 18th Avenue. The streets will be widened to 36 feet wide between the curbs and will include sidewalks.



This project was identified and included in the current and proposed budget. A portion of the project has also been approved for funding through the Community Development Block Grant (CDBG) Program. The remaining funding for this project will be drawn from several sources as indicated below (Schedule B).

• Collector and Mass Transit TIF	$ 479,693.00
• Street Maintenance Funds	$ 67,474.00
• Storm Sewer New Construction (quantity)	$ 84,556.00
• Waterline Funded Depreciation	$ 280,415.98
• CDBG funds	$ 134,687.00

Staff requests, with Transportation Committee recommendation, that City Council award the contract for construction of the Schedule B improvements to Landis & Landis, as the low responsive bidder.

10

CITY OF HILLSBORO

Public Works Department, Engineering Division

July 3, 2007

To: Mayor and City Council

From: Tina Bailey, Project Manager

Re: VAC 07-05: Petition for Vacation of Public Roadway

Ramoncito and Lucy Gallarde have submitted a petition for the vacation of a portion of public roadway located adjacent to SE 5th Avenue and the Southern Pacific Railrioad right of way. As defined in Section 164 of the Amended City Charter, the following information has been submitted:

1. Written consent of the owners of a majority of the frontage within the consent zone;

2. An affidavit of publication from the Argus, indicating that the notice of intent to petition the Council has been published;

3. A fee in the amount of $610.00;

4. A bond in the amount of $200.00 as set forth in Chapter 12.04.050 of the Municipal Code.

Please accept the petition and schedule a public hearing for the regular Council meeting on August 7,2007. Prior to the public hearing, City staff will notify residents in the immediate area, utility companies, City departments and other public agencies for comment. An engineer's report will be available at the public hearing.

Attachments: Petition
Map

150 E Main Street
Hillsboro, Oregon 97123

Office: 681-6146
Fax: 681-6245

PETITION FOR VACATION OF STREET, ALLEY OR EASEMENT

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HILLSBORO, OREGON:

We, the undersigned, do hereby petition the City Council for the vacation of that street or alley or portion thereof as described in Exhibit A attached hereto. With this petition we have included an affidavit of publication for five weeks in a local newspaper; acknowledged signature(s) of the owner(s) in fee simple of a majority of the real property affected by the proposed vacation, as required by the Amended Charter of the City of Hillsboro, Oregon.

The vacation is being requested because:

If vacated, the land will revert to and become a part of the original lot or tract from which it was derived.

Tax lot and map number of petitioner's land:

15206BD-00900 Ramoncito and Lucy Gallarde
Tax Lot No. Owner

Ramoncito D. Gallarde
Signature Date

Lucy Gallarde 4/25/0
Signature Date

Signature

Signature

Ramoncito Gallarde
Printed Name

Lucy Gallarde
Printed Name

Representing

Representing

5731 N.W. Crady Lane
Street Address

5731 N.W. Crady Lane
Street Address

Portland, O.R. 97229
City, State, Zip Code

Portland, O.R. 97229
City, State, Zip Code

Bus. Home #
(503) 648-3413 / 645-2054
Telephone Number

Bus. # Home #:
(503) 648-3413 / 645-2054
Telephone Number

CONSENT FOR VACATION OF STREET OR ALLEY

To the Honorable Mayor and City Council of the City of Hillsboro, Oregon:

We, the undersigned, hereby consent to the vacation of that street or alley or portion thereof in the City of Hillsboro, as described in Exhibit "A", attached hereto. We hereby certify that we are the owners in fee simple or the real property indicated below.

Tax Map and Tax Lot numbers: 15206 BD 00800 & 15206BD-00900

Ramoncito D. Gallarde	Lucy Gallarde
Ramoncito D. Gallarde	Lucy Gallarde
Signature	Signature
Ramoncito D. Gallarde	Lucy Gallarde
Printed Name	Printed Name
—	—
Representing	Representing
5731 N.W. Crady Lane	5731 N.W. Crady Lane
Street Address	Address (if different)
Portland, O.R. 97229	Portland, O.R. 97229
City, State, Zip Code	City, State, Zip Code
(503) 645-2054 Bus (503) 648-3413 Fax (503) 693-6695	(503) 648-3413 / 645-2054
Telephone Number	Telephone Numbers

State of Oregon)
)
County of Washington)

This instrument was acknowledged before me on

4-26-07 by Lucy Gallarde & Ramoncito Gallarde.

Jerry Reibel

Notary Public of Oregon

My commission expires: 5-12-07

OFFICIAL SEAL
JERRY REIBEL
NOTARY PUBLIC - OREGON
COMMISSION NO. 368553
MY COMMISSION EXPIRES MAY 12, 2007

PETITION FOR VACATION OF STREET, ALLEY OR EASEMENT

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF HILLSBORO, OREGON:

We, the undersigned, do hereby petition the City Council for the vacation of that street or alley or portion thereof as described in Exhibit A attached hereto. With this petition we have included an affidavit of publication for five weeks in a local newspaper; acknowledged signature(s) of the owner(s) in fee simple of a majority of the real property affected by the proposed vacation, as required by the Amended Charter of the City of Hillsboro, Oregon.

The vacation is being requested because:

If vacated, the land will revert to and become a part of the original lot or tract from which it was derived.

Tax lot and map number of petitioner's land:

15206BD-00800 Ramoncito and Lucy Gallarde
Tax Lot No. Owner

Ramoncito D. Gallarde
Signature Date

Lucy Gallarde 4/25/07
Signature Date

Signature

Signature

Ramoncito Gallarde
Printed Name

Lucy Gallarde
Printed Name

—
Representing

—
Representing

5731 N.W. Crady Lane
Street Address

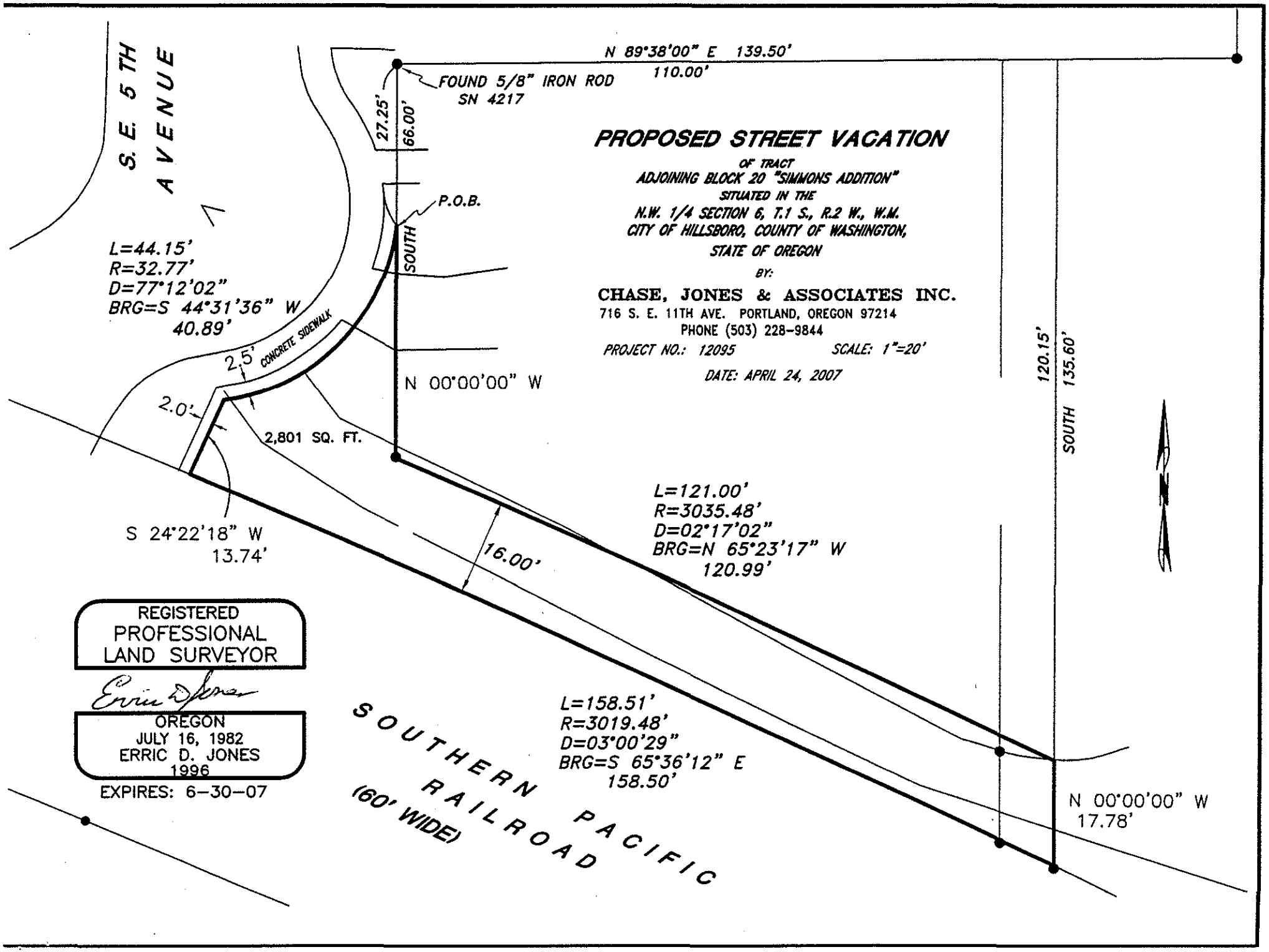
5731 N.W. Crady Lane
Street Address

Portland, O.R. 97229
City, State, Zip Code

Portland, O.R. 97229
City, State, Zip Code

Bus.# Home#
(503) 648-3413 / 645-2054
Telephone Number

Bus.#: Home#:
(503) 648-3413 / 645-2054
Telephone Number


S.E. 5TH AVENUE
N 89°38'00" E 139.50'
110.00'
FOUND 5/8" IRON ROD
SN 4217
27.25'
66.00'
P.O.B.
SOUTH
PROPOSED STREET VACATION
OF TRACT
ADJOINING BLOCK 20 "SIMMONS ADDITION"
SITUATED IN THE
N.W. 1/4 SECTION 6, T.1 S., R.2 W., W.M.
CITY OF HILLSBORO, COUNTY OF WASHINGTON,
STATE OF OREGON
BY:
CHASE, JONES & ASSOCIATES INC.
716 S. E. 11TH AVE. PORTLAND, OREGON 97214
PHONE (503) 228-9844
PROJECT NO.: 12095
SCALE: 1"=20'
DATE: APRIL 24, 2007
L=44.15'
R=32.77'
D=77°12'02"
BRG=S 44°31'36" W
40.89'
2.5'
CONCRETE SIDEWALK
2.0'
2,801 SQ. FT.
N 00°00'00" W
120.15'
135.60'
SOUTH
S 24°22'18" W
13.74'
16.00'
L=121.00'
R=3035.48'
D=02°17'02"
BRG=N 65°23'17" W
120.99'
REGISTERED
PROFESSIONAL
LAND SURVEYOR
OREGON
JULY 16, 1982
ERRIC D. JONES
1996
EXPIRES: 6-30-07
SOUTHERN PACIFIC RAILROAD
(60' WIDE)
L=158.51'
R=3019.48'
D=03°00'29"
BRG=S 65°36'12" E
158.50'
N 00°00'00" W
17.78'

1E

RESOLUTION NO._____

A RESOLUTION CERTIFYING THE CITY OF HILLSBORO ELIGIBLE TO RECEIVE CERTAIN STATE SHARED REVENUES.

WHEREAS, ORS 221.760 provides as follows:

"(1) The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse funds only if… the city provides four or more of the following services:

1) Police protection;
2) Fire protection;
3) Street construction, maintenance, and lighting;
4) Sanitary sewers
5) Storm sewers;
6) Planning, zoning, subdivision control;
7) One or more utility services."

and

WHEREAS, the City of Hillsboro recognizes the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760.

NOW, THEREFORE, BE IT RESOLVED that the City of Hillsboro hereby certifies that it provides all seven of the municipal services listed above and enumerated in ORS 221.760(1).

Section 1. This resolution is effective immediately following adoption by the City Council and signature by the Mayor.

Approved and adopted by the Hillsboro City Council at a regular meeting held on the 3rd of July, 2007.

_____
Mayor

ATTEST:_____
City Recorder

1F

RESOLUTION NO. _____

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUE SHARING FUNDS.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HILLSBORO:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive State Revenue Sharing Funds for fiscal year 2007-08.

Section 2. This resolution is effective immediately following adoption by the City Council and signature by the Mayor.

Approved and adopted by the Hillsboro City Council at a regular meeting held on the 3rd of July, 2007.

_____
Mayor

ATTEST:_____
City Recorder

I certify that a public hearing before the Budget Officer and members of the Budget Committee was held on May 3, 2006, and a public hearing before the City Council was held on June 20, 2006, giving citizens opportunity to comment on use of State Revenue Sharing Funds.

_____
City Recorder

Revised 1G
Additional Contrac

Schedule B

CONTRACT INPUT FORM

Official Use Only

Contract No: 2006-07-150 **Resolution No:** 2216 **Resolution Date:** 7/3/2007

Type of Contract: Construction Contract **Contract Subtype:**

Contract Name: Rood Bridge Park Woodland Pond Pavillion Project

Contract Description: Construction will be done over a period of 70 days to build a Pavilion in Rood Bridge Park for the Woodland Pond.

Contract With: Spring Hill Construction **Contract No:** 2006-07-150

City Dept(s): Parks & Recreation **City Contact:** Justin Patterson

Total Cost: **City Funding Source:** SDC

Official Use Only

Contract No: 2006-07-151 **Resolution No:** 2216 **Resolution Date:** 7/3/2007

Type of Contract: Amendment to Personal Services Contract **Contract Subtype:** Vendor Agreement

Contract Name: Transportation Utility Fee Development

Contract Description: Amendment to original contract (2006-07-16) that began August 1, 2006. The original termination date was June 30, 2007 and this amendment will extend the termination date to December 31, 2007.

Contract With: Angelo Planning Group, Inc. **Contract No:** 2006-07-151

City Dept(s): Public Works **City Contact:** Tom Arnold

Total Cost: $36,210.00 **City Funding Source:** Transportation

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16

RESOLUTION NO. 2216

A RESOLUTION AUTHORIZING AND RATIFYING THE LISTED EXPENDITURES, PUBLIC CONTRACTS, CONTRACT AMENDMENTS AND AGREEMENTS IN ACCORDANCE WITH CHAPTER 2.16 OF THE HILLSBORO MUNICIPAL CODE.

WHEREAS, any public contract not previously awarded by the City Council is not authorized until the City Council passes a resolution, and

WHEREAS, a City of Hillsboro contract is not effective to bind the City until the Mayor signs the contract or an order approving execution of the contract and that execution or order is attested to by the City Recorder,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HILLSBORO AS FOLLOWS:

Section 1. The contracts to make the expenditures listed in the attached Schedule A and the individual expenditures in that schedule are authorized and ratified.

Section 2. Any contract or contract amendment listed on Schedule B, which has not been previously awarded by the City Council, is authorized and ratified.

Section 3. No contract or contract amendment authorized by this resolution shall be binding upon the City of Hillsboro until it is signed by the Mayor or the execution is ratified by an order of the Mayor and the signature or order is attested to by the City Recorder.

Introduced and passed this 3 day of July, 2007

_____

Mayor

ATTEST:_____

City Recorder

ORDER NO. 22
(Ref. Resolution No. 2216)

AN ORDER OF THE MAYOR OF THE CITY OF HILLSBORO AUTHORIZING AND RATIFYING EXPENDITURES, CONTRACTS, CONTRACT AMENDMENTS AND OTHER AGREEMENTS.

WHEREAS, any public contract not previously awarded by the City Council is not authorized until the City Council passes a resolution, and

WHEREAS, the City Council has adopted Resolution No. 2216, date 7/3/2007 authorizing the expenditures listed in Schedule A and the contracts and contract amendments listed in Schedule B, attached to this order and incorporated herein, and

WHEREAS, a contract is not effective to bind the City until the Mayor signs an order approving the contract and that order is attested to by the City Recorder, and,

WHEREAS, the Mayor has delegated authority to execute the contracts and contract amendments listed in Schedule B and wishes to authorize and ratify the execution of those agreements,

IT IS HEREBY ORDERED THAT:

Section 1. The execution of the contracts, contract amendments and agreements to expend money listed in Schedule B and the expenditures listed in Schedule A are ratified and authorized. These listed expenditures, contracts, contract amendments and agreements are considered to be signed by the Mayor and attested to by the City Recorder.

Section 2. A copy of this Order shall be attached to and be a part of each of the contracts, contract amendments, agreements listed in Schedule B and attached to the expenditure list in Schedule A.

Ordered by the Mayor this 3 day of July, 2007

_____
Mayor

ATTEST:_____
City Recorder

EXPENDITURE ACCOUNT SUMMARY REGISTER CLOSING DATE 05/31/07 GF30064A PAGE 1 RUN DATE 06/06/07

FUND DEPT	TITLE	APPROPRIATION	EXPENDITURE	ENDING-BAL
01 - 030	MUNICIPAL COURT	537,571.00	332,563.57	205,007.43
01 - 060	POLICE DEPT	15,311,606.00	14,000,101.28	1,311,504.72
01 - 063	PARKING ENFORCEMENT	71,446.00	64,408.00	7,038.00
01 - 066	AIR SHOW DEPARTMENT	88,481.00	23,473.21	65,007.79
01 - 070	FIRE DEPARTMENT	11,069,504.00	9,393,332.67	1,676,171.33
01 - 100	PLANNING DEPT	1,668,739.00	1,374,792.13	293,946.87
01 - 120	BUILDING DEPT	2,688,696.00	2,126,641.16	562,054.84
01 - 130	PARKS AND RECREATION	8,396,610.00	6,517,634.25	1,878,975.75
01 - 140	AQUATIC CENTER	1,428,669.00	1,450,107.30	21,438.30-
01 - 150	STREET LIGHTING	910,000.00	658,251.91	251,748.09
01 - 160	LIBRARY	5,955,292.00	4,893,830.20	1,061,461.80
01 - 167	LOCAL OPTION TAX- POLICE	6,741,704.00	4,104,277.65	2,637,426.35
01 - 168	LOCAL OPTION TAX-FIRE	2,601,560.00	1,729,064.63	872,495.37
01 - 169	LOCAL OPTION TAX- PARKS & RECREATION	569,258.00	435,504.67	133,753.33
01 - 170	SPECIAL EXPENDITURES	1,216,378.00	484,681.18	731,696.82
01 - 190	TRANSFER TO OTHER FUNDS	241,306.00	.00	241,306.00
01 - 810	* * INVALID FUND * *	10,957,053.00	.00	10,957,053.00
03 - 010	ECONOMIC DEVELOPMENT	300,185.00	190,614.23	109,570.77
06 - 010	P/S VOLUNTEER FUND -POLICE DEPT	61,000.00	17,518.29	43,481.71
10 - 010	TRANSPORTATION-ADMIN/FINANCE (HISTORY)	.00	.00	.00
10 - 020	TRANSPORTATION ENGINEERING	457,851.00	410,678.66	47,172.34
10 - 030	TRANSPORTATION TRAFFIC	780,632.00	622,367.01	158,264.99
10 - 040	TRANSPORTATION MAINTENANCE	2,878,973.00	2,423,870.22	455,102.78
10 - 070	TRANSPORTATION CONSTRUCTION & IMPROVMENT	2,212,836.00	719,309.76	1,493,526.24
10 - 080	PATHWAYS - TRANSPORTATION FUND	45,574.00	3,059.96	42,514.04
10 - 090	SPECIAL EXPENDITURES - TRANSPORTATION	1,077,202.00	701,745.34	375,456.66

Schedule A

FUND	DEPT	TITLE	APPROPRIATION	EXPENDITURE	ENDING-BAL
11 -	010	* * INVALID FUND * *	.00	.00	.00
14 -	010	FIRE/POLICE SERIAL LEVY (HISTORY)	.00	.00	.00
16 -	010	FUNDED DEPRECIATION - SWM	1,144,001.00	45,331.47	1,098,669.53
17 -	010	FUNDED DEPRECIATION FUND -SEWER	11,190,407.00	157,863.69	11,032,543.31
18 -	010	FUNDED DEPRECIATION FUND -WATER	9,707,200.00	282,735.42	9,424,464.58
19 -	010	BARNEY JOINT COMMISSION	854,386.00	317,630.15	536,755.85
25 -	010	SDC FUND - WATER	20,026,800.00	2,397,799.37	17,629,000.63
26 -	010	SDC FUND -SURFACE WATER MANAGEMENT	6,537,200.00	118,047.06	6,419,152.94
26 -	010	SDC FUND -SURFACE WATER MANAGEMENT	.00	.00	.00
27 -	010	SDC FUND -SEWER	14,419,000.00	1,885,606.87	12,533,393.13
28 -	010	TRAFFIC IMPACT FEE (TIF)	35,575,000.00	1,919,669.67	33,655,330.33
29 -	010	SDC-PARKS	10,501,500.00	300,000.00	10,201,500.00
36 -	010	WATER SINKING FUND D/S	4,614,473.00	2,332,022.50	2,282,450.50
38 -	020	GEN OB DEBT SERV -UNAPPROPRIATED BALANCE	1,750,788.00	698,143.75	1,052,644.25
40 -	040	SPECIAL ASSESSMENTS FUND	234,000.00	.00	234,000.00
41 -	010	PARKS CAPITAL PROJECTS FUND	2,000,002.00	976,615.57	1,023,386.43
50 -	030	WATER OPERATING FUND	21,958,531.00	11,122,719.53	10,835,811.47
51 -	010	JOINT WATER COMMISSION	23,849,269.00	9,378,775.05	14,470,493.95
52 -	020	SEWER OPERATING FUND	18,251,945.00	11,817,467.85	6,434,477.15
52 -	050	JACKSON BOTTOM WETLANDS -SEWER FUND	516,055.00	433,268.38	82,786.62
53 -	010	* * INVALID FUND * *	.00	.00	.00
54 -	010	PROPERTY MANAGEMENT FUND	115,800.00	72,727.65	43,072.35
62 -	010	MUNICIPAL COURT AGENCY FUND	344,050.00	348,395.62	4,345.62-
63 -	020	DBA AGENCY FUND -DBA PARKING LOT	.00	.00	.00
64 -	010	HEDC TAX INCREMENT FUND	138,000.00	.00	138,000.00
65 -	010	HEDC FUND - GEN ADMINISTRATION	3,742,669.00	458,879.83	3,283,789.17

FUND	DEPT	TITLE	APPROPRIATION	EXPENDITURE	ENDING-BAL
65 -	020	HEDC FUND - PROJECT, PUBLIC PURPOSE	500,000.00	53,783.63	446,216.37
65 -	030	HEDC FUND - REDEVELOPMENT	.00	.00	.00
65 -	090	HEDC FUND - TRANSFERS	90,331.00	.00	90,331.00
66 -	010	PUBLIC SAFETY AGENCY FUND	512,500.00	220,798.76	291,701.24
69 -	010	CEMETERY ENDOWMENT TRUST FUND	.00	.00	.00
70 -	010	MAYOR, CITY COUNCIL AND LEGAL	711,055.00	652,681.96	58,373.04
70 -	017	CAPITAL PLANNING AND DEVELOPMENT	665,297.00	371,605.08	293,691.92
70 -	020	ADMINISTRATION DEPT	1,686,701.00	1,359,414.07	327,286.93
70 -	021	HUMAN RESOUCES DEPARTMENT	880,040.00	623,803.79	256,236.21
70 -	023	INFORMATION SYSTEMS DEPARTMENT	3,463,347.00	2,638,847.49	824,499.51
70 -	024	GEOGRAPHIC INFORMATION SYSTEMS	577,061.00	431,228.78	145,832.22
70 -	040	FINANCE DEPARTMENT	1,369,925.00	1,103,390.03	266,534.97
70 -	048	EMERGENCY OPERATION SERVICES	220,382.00	144,912.45	75,469.55
70 -	100	PLANNING DEPARTMENT	2,501,062.00	1,917,720.08	583,341.92
70 -	120	BUILDING DEPARTMENT	2,995,232.00	2,636,933.41	358,298.59
70 -	501	UTILITY BILLING DEPARTMENT	563,605.00	489,647.43	73,957.57
70 -	710	FACILITIES MANAGEMENT DEPT	666,091.00	506,604.59	159,486.41
70 -	801	CAPITAL RESERVE DEPARTMENT	3,532,912.00	407,472.93	3,125,439.07
71 -	023	INFORMATION SERVICES BLDG LEASE	.00	.00	.00
71 -	028	MACKENZIE BLDG	.00	96.77	96.77-
71 -	029	ARCHIVE BUILDINGS	40,220.00	37,716.83	2,503.17
71 -	030	TOWN THEATRE DEVELOPMENT	750,000.00	20,539.94	729,460.06
71 -	031	* * INVALID FUND * *	89,700.00	86,179.01	3,520.99
71 -	053	PUBLIC SERVICES BUILDING	1,500,000.00	764,387.47	735,612.53
71 -	054	CITY HALL FACILITIES ACQUISITION & BLDG	620,000.00	171,949.26	448,050.74
71 -	061	PUBLIC SAFETY BUILDING -205 SE 2ND AVE	259,750.00	154,295.72	105,454.28

FUND	DEPT	TITLE	APPROPRIATION	EXPENDITURE	ENDING-BAL
71 -	063	POLICE SUBSTATION-TANASBOURNE	190,100.00	174,155.41	15,944.59
71 -	070	MAIN FIRE STATION BUILDING	2,611,800.00	78,551.87	2,533,248.13
71 -	073	PARKWOOD FIRE SUB-STATION BUILDING	29,384.00	21,231.01	8,152.99
71 -	074	BROOKWOOD FIRE SUB-STATION	22,000.00	16,722.66	5,277.34
71 -	075	RONLER ACRES FIRE SUB-STATION BUILDING	72,400.00	57,044.66	15,355.34
71 -	130	PARKS OFFICE BLDG - 626 SE 9TH	52,250.00	38,472.55	13,777.45
71 -	132	PARKS ACTIVITY BUILDING-GRIFFIN OAKS	28,400.00	19,991.24	8,408.76
71 -	135	PARKS MAINTENANCE BUILDING-GRIFFIN OAKS	1,030,000.00	45,057.92	984,942.08
71 -	136	ROODBRIDGE RIVER HOUSE	16,600.00	9,965.40	6,634.60
71 -	137	HILLSBORO STADIUM	198,500.00	106,791.33	91,708.67
71 -	138	COMMUNITY/SENIOR CENTER -MAPLE STREET	67,500.00	49,372.54	18,127.46
71 -	139	WALTERS CULTURAL ARTS CENTER	62,500.00	52,261.66	10,238.34
71 -	140	AQUATIC COMPLEX BUILDING -953 SE MAPLE	367,000.00	972,307.26	605,307.26-
71 -	160	LIBRARY BUILDING -775 SE 10TH	105,540.00	93,286.55	12,253.45
71 -	162	LIBRARY-TANASBOURNE BLDG- LEASED	6,105,819.00	5,624,008.78	481,810.22
71 -	200	* * INVALID FUND * *	31,500.00	22,166.15	9,333.85
71 -	710	* * INVALID FUND * *	16,000.00	7,494.51	8,505.49
71 -	801	CAPITAL REPLACEMENT DEPARTMENT -BLDGS	6,186,789.00	1,701,288.00	4,485,501.00
75 -	010	INTERNAL SERVICE FUND	782,269.00	538,566.34	243,702.66

TOTAL COUNT 04350

GENERAL FUND

FU-DEP-C-S-OBJ-LN-PJ JC-JD VND-#	TITLE SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
01-000-5-5-001-05-00	WORKING CAPITAL - JULY 1					17,450,000.00	10,078,715.93	
	ACCOUNT TOTAL				(57.75%)	17,450,000.00	10,078,715.93	7,371,284.07 *
01-000-5-5-001-05-02	WORKING CAPITAL - CARRY OVERS					103,800.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	103,800.00	.00	103,800.00 *
01-000-5-5-001-05-10	WORKING CAPITAL -L.O.T.						9,691,748.44	
	ACCOUNT TOTAL				(0.00%)	.00	9,691,748.44	9,691,748.44-*
01-000-5-5-025-10-00	INT EARNED ON INVESTMENTS					250,000.00	349,928.07	
	ACCOUNT TOTAL				(139.97%)	250,000.00	349,928.07	99,928.07-*
01-000-5-5-025-10-01	INTEREST EARNED-L.O.T.					250,000.00	677,282.43	
	ACCOUNT TOTAL				(270.91%)	250,000.00	677,282.43	427,282.43-*
01-000-5-5-055-12-00	INCOME-SALE OF SURPLUS PROP					30,000.00	25,814.16	
	ACCOUNT TOTAL				(86.04%)	30,000.00	25,814.16	4,185.84 *
01-000-5-5-064-12-00	MISCELLANEOUS INCOME					20,000.00	36,292.38	
	ACCOUNT TOTAL				(181.46%)	20,000.00	36,292.38	16,292.38-*
01-000-5-5-013-13-00	LIBRARY FINES & FEES					150,000.00	134,886.67	
	ACCOUNT TOTAL				(89.92%)	150,000.00	134,886.67	15,113.33 *
01-000-5-5-013-13-33	TANASBOURNE MAIN LIB RENT REIM					34,530.00	16,205.33	
	ACCOUNT TOTAL				(46.93%)	34,530.00	16,205.33	18,324.67 *
01-000-5-5-014-14-00	BUSINESS LICENSE FEES					250,000.00	250,377.93	
	ACCOUNT TOTAL				(100.15%)	250,000.00	250,377.93	377.93-*
01-000-5-5-014-14-05	B/L APPLICATION FEES					40,000.00	40,580.00	
	ACCOUNT TOTAL				(101.45%)	40,000.00	40,580.00	580.00-*
01-000-5-5-007-15-00	LICENSES AND FEES					8,000.00	7,970.00	
	ACCOUNT TOTAL				(99.62%)	8,000.00	7,970.00	30.00 *
01-000-5-5-007-16-00	LIEN SEARCH SERVICE FEES					125,000.00	94,975.00	
	ACCOUNT TOTAL				(75.98%)	125,000.00	94,975.00	30,025.00 *
01-000-5-5-008-17-00	FRANCHISE FEES					6,700,000.00	6,949,404.34	
	ACCOUNT TOTAL				(103.72%)	6,700,000.00	6,949,404.34	249,404.34-*
01-000-5-5-017-17-00	FIRE DEPARTMENT REVENUE					60,000.00	5,581.01	
	ACCOUNT TOTAL				(9.30%)	60,000.00	5,581.01	54,418.99 *
01-000-5-5-017-17-10	FIRE DEPARTMENT DONATIONS							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
01-000-5-5-017-17-20	FIRE DEPT TRAINING REVENUE					30,000.00	129,628.12	
	ACCOUNT TOTAL				(432.09%)	30,000.00	129,628.12	99,628.12-*

GENERAL FUND

FU-DEP-C-S-OBJ-LN-PJ JC-JD VND-#	TITLE SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
01-000-5-5-009-18-00	PLANNING-ZONING & SUBDIV FEES					600,000.00	493,289.76	
	ACCOUNT TOTAL				(82.21%)	600,000.00	493,289.76	106,710.24 *
01-000-5-5-009-18-05	METRO EXCISE TAX					350,000.00	172,338.33	
	ACCOUNT TOTAL				(49.23%)	350,000.00	172,338.33	177,661.67 *
01-000-5-5-011-19-00	BUILDING DEPT PERMITS					1,040,000.00	1,102,451.38	
	ACCOUNT TOTAL				(106.00%)	1,040,000.00	1,102,451.38	62,451.38-*
01-000-5-5-013-19-00	PLAN CHECK FEES					800,000.00	1,167,913.94	
	ACCOUNT TOTAL				(145.98%)	800,000.00	1,167,913.94	367,913.94-*
01-000-5-5-016-19-00	FIRE & SAFETY PLAN CHECK FEES					400,000.00	456,293.35	
	ACCOUNT TOTAL				(114.07%)	400,000.00	456,293.35	56,293.35-*
01-000-5-5-017-19-00	BLDG-CONSULTANT FEES REIMBURSD					5,000.00	300.00	
	ACCOUNT TOTAL				(6.00%)	5,000.00	300.00	4,700.00 *
01-000-5-5-018-19-00	BLDG - ELECTRIC INPLANT FEE					30,000.00	11,570.00	
	ACCOUNT TOTAL				(38.56%)	30,000.00	11,570.00	18,430.00 *
01-000-5-5-018-19-01	BUILDING IGA CONTRACT SERVICES						1,667.69	
	ACCOUNT TOTAL				(0.00%)	.00	1,667.69	1,667.69-*
01-000-5-5-013-19-10	MECHANICAL PERMITS -BUILDING					200,000.00	250,813.03	
	ACCOUNT TOTAL				(125.40%)	200,000.00	250,813.03	50,813.03-*
01-000-5-5-013-19-20	PLUMBING PERMITS -BUILDING					400,000.00	554,848.67	
	ACCOUNT TOTAL				(138.71%)	400,000.00	554,848.67	154,848.67-*
01-000-5-5-013-19-30	ELECTRICAL PERMITS -BUILDING					450,000.00	539,778.17	
	ACCOUNT TOTAL				(119.95%)	450,000.00	539,778.17	89,778.17-*
01-000-5-5-013-19-50	BLDG PERMIT STATE SURCHARGE					175,000.00	195,271.78	
	ACCOUNT TOTAL				(111.58%)	175,000.00	195,271.78	20,271.78-*
01-000-5-5-017-20-00	POLICE HOSTED TRAINING FEES					15,000.00	15,796.08	
	ACCOUNT TOTAL				(105.30%)	15,000.00	15,796.08	796.08-*
01-000-5-5-018-20-00	POLICE DONATIONS/GIFTS							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
01-000-5-5-019-20-00	POLICE VEHICLE IMPOUNDMENT FEE					50,000.00	74,931.15	
	ACCOUNT TOTAL				(149.86%)	50,000.00	74,931.15	24,931.15-*
01-000-5-5-020-20-00	POLICE COMMUNITY ASSISTANCE					100,000.00	134,215.34	
	ACCOUNT TOTAL				(134.21%)	100,000.00	134,215.34	34,215.34-*
01-000-5-5-021-20-00	COURT FINES & FORFEITURES					790,000.00	898,437.24	
	ACCOUNT TOTAL				(113.72%)	790,000.00	898,437.24	108,437.24-*

GENERAL FUND

FU-DEP-C-S-OBJ-LN-PJ TITLE JC-JD VND-# SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
01-000-5-5-017-20-01 POLICE RESERVE SPECIALIST PROG						100.00	
ACCOUNT TOTAL				(0.00%)	.00	100.00	100.00-*
01-000-5-5-017-20-02 NW REGIONAL FORENSIC LAB						1,065.38	
ACCOUNT TOTAL				(0.00%)	.00	1,065.38	1,065.38-*
01-000-5-5-029-29-00 CIVIC CENTER FACILITY RENTALS						10,735.12	
ACCOUNT TOTAL				(0.00%)	.00	10,735.12	10,735.12-*
01-000-5-5-030-30-00 AQUATIC CENTER					650,000.00	803,784.21	
ACCOUNT TOTAL				(123.65%)	650,000.00	803,784.21	153,784.21-*
01-000-5-5-032-32-00 FAIRGROUNDS/CONCESSIONS					8,000.00	6,697.64	
ACCOUNT TOTAL				(83.72%)	8,000.00	6,697.64	1,302.36 *
01-000-5-5-033-33-00 PARKS & REC FACILITY RNTL FEES					40,000.00	48,854.00	
ACCOUNT TOTAL				(122.13%)	40,000.00	48,854.00	8,854.00-*
01-000-5-5-034-34-00 RECREATION PROGRAMS					600,000.00	417,530.74	
ACCOUNT TOTAL				(69.58%)	600,000.00	417,530.74	182,469.26 *
01-000-5-5-034-34-05 PARKS REVENUE CLEARING ACCOUNT						184,214.55	
ACCOUNT TOTAL				(0.00%)	.00	184,214.55	184,214.55-*
01-000-5-5-034-34-10 PARKS-RENTAL DEPOSITS						4,201.49	
ACCOUNT TOTAL				(0.00%)	.00	4,201.49	4,201.49-*
01-000-5-5-035-35-00 PARKS -MISCELLANEOUS REVENUE					1,000.00	4,913.63	
ACCOUNT TOTAL				(491.36%)	1,000.00	4,913.63	3,913.63-*
01-000-5-5-037-37-00 HILLSBORO BASKETBALL PROGRAM					40,000.00	35,532.25	
ACCOUNT TOTAL				(88.83%)	40,000.00	35,532.25	4,467.75 *
01-000-5-5-039-39-00 PARKS-REC DONATIONS & GIFTS					500.00	54.00	
ACCOUNT TOTAL				(10.80%)	500.00	54.00	446.00 *
01-000-5-5-040-40-00 SENIOR/COMM CENTER REV & GIFTS					8,000.00	12,200.50	
ACCOUNT TOTAL				(152.50%)	8,000.00	12,200.50	4,200.50-*
01-000-5-5-045-45-00 STADIUM- CONCESSION STAND					70,000.00	60,233.45	
ACCOUNT TOTAL				(86.04%)	70,000.00	60,233.45	9,766.55 *
01-000-5-5-046-46-00 STADIUM-RENTAL/USAGE REVENUE					70,000.00	77,321.88	
ACCOUNT TOTAL				(110.45%)	70,000.00	77,321.88	7,321.88-*
01-000-5-5-050-50-00 CULTURAL ARTS REVENUE					75,000.00	90,422.30	
ACCOUNT TOTAL				(120.56%)	75,000.00	90,422.30	15,422.30-*
01-000-5-5-050-50-10 CULTURAL ARTS GRANTS/DONATIONS					2,000.00	6,010.85	
ACCOUNT TOTAL				(300.54%)	2,000.00	6,010.85	4,010.85-*

GENERAL FUND

FU-DEP-C-S-OBJ-LN-PJ JC-JD VND-#	TITLE SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
01-000-5-5-050-50-20	CULTURAL ARTS FACILITY RENTAL					20,000.00	52,852.20	
	ACCOUNT TOTAL				(264.26%)	20,000.00	52,852.20	32,852.20-*
01-000-5-5-080-59-00	RFPD #2 SERVICES							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
01-000-5-5-095-69-00	AIR SHOW REVENUE					88,496.00	15,000.00	
	ACCOUNT TOTAL				(16.94%)	88,496.00	15,000.00	73,496.00 *
01-000-5-6-002-08-00	PROPERTY TAXES -DELINQUENT					400,000.00	263,667.85	
	ACCOUNT TOTAL				(65.91%)	400,000.00	263,667.85	136,332.15 *
01-000-5-6-002-09-00	LOT PROPERTY TAXES-DELINQUENT					75,000.00	78,800.18	
	ACCOUNT TOTAL				(105.06%)	75,000.00	78,800.18	3,800.18-*
01-000-5-6-050-54-00	HOTEL/MOTEL TAX COUNTY					425,000.00	489,337.11	
	ACCOUNT TOTAL				(115.13%)	425,000.00	489,337.11	64,337.11-*
01-000-5-6-051-60-00	WCCLS PUBLIC LIBRARY SVC AGREE					2,630,307.00	2,630,307.00	
	ACCOUNT TOTAL				(100.00%)	2,630,307.00	2,630,307.00	.00 *
01-000-5-6-052-62-00	JAIL LIBRARY CONTRACT(HISTORY)							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
01-000-5-7-100-15-00	READY TO READ					12,500.00	13,091.86	
	ACCOUNT TOTAL				(104.73%)	12,500.00	13,091.86	591.86-*
01-000-5-7-048-22-00	OLCC TAX REVENUE					800,000.00	735,523.71	
	ACCOUNT TOTAL				(91.94%)	800,000.00	735,523.71	64,476.29 *
01-000-5-7-049-24-00	CIGARETTE TAX REVENUE					150,000.00	148,397.71	
	ACCOUNT TOTAL				(98.93%)	150,000.00	148,397.71	1,602.29 *
01-000-5-7-060-30-00	STATE REVENUE SHARING					620,000.00	487,709.07	
	ACCOUNT TOTAL				(78.66%)	620,000.00	487,709.07	132,290.93 *
01-000-5-7-097-63-00	PLANNING GRANTS							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
01-000-5-7-097-67-05	POLICE GRANTS REVENUE					309,520.00	385,437.74	
	ACCOUNT TOTAL				(124.52%)	309,520.00	385,437.74	75,917.74-*
01-000-5-7-097-67-07	FIRE GRANTS REVENUE					402,000.00	184,817.00	
	ACCOUNT TOTAL				(45.97%)	402,000.00	184,817.00	217,183.00 *
01-000-5-7-097-67-09	PARKS GRANTS						136,847.61	
	ACCOUNT TOTAL				(0.00%)	.00	136,847.61	136,847.61-*
	CATEGORY TOTAL				(109.22%)	38,403,653.00	41,944,966.75	3,541,313.75-

GENERAL FUND

FU-DEP-C-S-OBJ-LN-PJ TITLE JC-JD VND-# SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
01-000-5-9-091-69-00 TRANSPORTATION FUND -ST LIGHTS					372,500.00		
ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	372,500.00	.00	372,500.00 *
01-000-5-9-092-70-00 MUNICIPAL COURT TRANSFER					12,500.00		
ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	12,500.00	.00	12,500.00 *
01-000-5-9-096-70-00 TRANSFER FROM HEDC TAX INCREM							
ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
01-000-5-9-096-72-00 TRANSFER FROM HEDC					1.00		
ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	1.00	.00	1.00 *
01-000-5-9-096-75-00 CEMETERY ENDOW FUND TRANSFER							
ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
01-000-5-9-096-76-00 TRANSFER FROM FACILITIES MGMNT					1.00		
ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	1.00	.00	1.00 *
01-000-5-9-097-77-00 TRANSFER FROM GEN OBLIGATION					49,500.00		
ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	49,500.00	.00	49,500.00 *
01-001-5-6-200-20-00 PROPERTY TAX REVENUE					24,319,528.00	23,966,130.49	
ACCOUNT TOTAL				(98.54%)	24,319,528.00	23,966,130.49	353,397.51 *
01-001-5-6-205-20-00 LOCAL OPTION TAX					7,296,190.00	7,191,085.42	
ACCOUNT TOTAL				(98.55%)	7,296,190.00	7,191,085.42	105,104.58 *
CATEGORY TOTAL				(97.21%)	32,050,220.00	31,157,215.91	893,004.09
TOTAL FUND DETAIL				(103.75%)	70,453,873.00	73,102,182.66	2,648,309.66-

STREET FUND

FU-DEP-C-S-OBJ-LN-PJ JC-JD VND-#	TITLE SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
10-000-5-0-001-05-00	WORKING CAPITAL @7/1 - STREET					480,000.00	537,685.29	
	ACCOUNT TOTAL				(112.01%)	480,000.00	537,685.29	57,685.29-*
10-000-5-0-002-05-00	WORKING CAPITAL @7/1 -PATHWAYS					260,000.00	260,999.90	
	ACCOUNT TOTAL				(100.38%)	260,000.00	260,999.90	999.90-*
10-000-5-0-001-05-01	WORKING CAPITAL-FEE IN LIEU					70,000.00	65,243.16	
	ACCOUNT TOTAL				(93.20%)	70,000.00	65,243.16	4,756.84 *
10-000-5-0-002-05-01	WORKING CAPITAL -OTIA III					490,000.00	911,770.82	
	ACCOUNT TOTAL				(186.07%)	490,000.00	911,770.82	421,770.82-*
10-000-5-0-001-05-02	WORKING CAPITAL - CARRY OVERS					42,500.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	42,500.00	.00	42,500.00 *
	CATEGORY TOTAL				(132.26%)	1,342,500.00	1,775,699.17	433,199.17-
10-000-5-0-064-12-00	MISCELLANEOUS REVENUE					11,561.00	22,166.09	
	ACCOUNT TOTAL				(191.73%)	11,561.00	22,166.09	10,605.09-*
10-000-5-0-025-15-00	INTEREST EARNED - STREET					21,812.00	67,150.16-	
	ACCOUNT TOTAL				(307.85%)	21,812.00	67,150.16-	88,962.16 *
10-000-5-0-025-15-01	INTEREST EARNED - PATHWAYS					7,254.00	11,988.13	
	ACCOUNT TOTAL				(165.26%)	7,254.00	11,988.13	4,734.13-*
10-000-5-0-025-15-02	INT EARNED - FEE IN LIEU CONST					34,402.00	65,920.36	
	ACCOUNT TOTAL				(191.61%)	34,402.00	65,920.36	31,518.36-*
10-000-5-0-025-15-03	INTEREST EARNED -OTIA III					19,662.00	55,798.06	
	ACCOUNT TOTAL				(283.78%)	19,662.00	55,798.06	36,136.06-*
10-000-5-0-011-23-00	PROJECTS REIMB -DEV PAYMENTS					250,000.00	167,802.09	
	ACCOUNT TOTAL				(67.12%)	250,000.00	167,802.09	82,197.91 *
10-000-5-0-011-23-03	CDBG GRANTS -SEE PROJECTS							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
10-000-5-0-033-24-00	PROJ REIMB-INTRA CITY(HISTORY)							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
10-000-5-0-033-24-10	PROJECT REIMBURSEMENTS						384,616.73	
	ACCOUNT TOTAL				(0.00%)	.00	384,616.73	384,616.73-*
10-000-5-0-044-28-00	FEE IN LIEU OF CONSTRUCTION					9,639.00	21,780.00	
	ACCOUNT TOTAL				(225.95%)	9,639.00	21,780.00	12,141.00-*
10-000-5-7-050-50-00	COUNTY GAS TAX					359,812.00	302,913.39	
	ACCOUNT TOTAL				(84.18%)	359,812.00	302,913.39	56,898.61 *

STREET FUND

FU-DEP-C-S-OBJ-LN-PJ JC-JD VND-#	TITLE SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
10-000-5-7-059-59-00	ADDITIONAL REVENUE SOURCE					600,000.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	600,000.00	.00	600,000.00 *
10-000-5-7-060-60-00	MSTIP - PATHWAYS (HISTORY)							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
10-000-5-7-061-61-00	STATE GAS TAX					3,411,142.00	2,994,875.88	
	ACCOUNT TOTAL				(87.79%)	3,411,142.00	2,994,875.88	416,266.12 *
10-000-5-7-062-62-00	STATE GAS TAX -1% FOR PATHS					34,455.00	35,813.79	
	ACCOUNT TOTAL				(103.94%)	34,455.00	35,813.79	1,358.79-*
10-000-5-7-063-63-00	STATE GAS TAX -OTIA III					707,780.00	550,689.81	
	ACCOUNT TOTAL				(77.80%)	707,780.00	550,689.81	157,090.19 *
10-000-5-9-080-80-00	TRANSFER IN - GENERAL FUND					36,300.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	36,300.00	.00	36,300.00 *
10-000-5-9-083-83-00	TRANSFER IN FACILITIES MGNT FU					1,000,000.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	1,000,000.00	.00	1,000,000.00 *
10-000-5-9-085-85-00	TRANSFER IN - HEDC (EXH 9)					1.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	1.00	.00	1.00 *
	CATEGORY TOTAL				(69.91%)	6,503,820.00	4,547,214.17	1,956,605.83
	TOTAL FUND DETAIL				(80.58%)	7,846,320.00	6,322,913.34	1,523,406.66

SEWER REVENUE FUND

FU-DEP-C-S-OBJ-LN-PJ JC-JD VND-#	TITLE SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
52-000-5-5-001-05-00	WORKING CAPITAL - JULY 1					3,230,000.00	2,695,869.89	
	ACCOUNT TOTAL				(83.46%)	3,230,000.00	2,695,869.89	534,130.11 *
52-000-5-5-001-05-02	WORKING CAPITAL - CARRY OVERS							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
	CATEGORY TOTAL				(83.46%)	3,230,000.00	2,695,869.89	534,130.11
52-000-5-5-014-17-00	NSF FEES					3,000.00	1,825.00	
	ACCOUNT TOTAL				(60.83%)	3,000.00	1,825.00	1,175.00 *
52-000-5-5-015-18-00	DOMESTIC/COMMERCIAL -BILLINGS					14,520,000.00	12,692,692.45	
	ACCOUNT TOTAL				(87.41%)	14,520,000.00	12,692,692.45	1,827,307.55 *
52-000-5-5-015-19-00	SALES ADJUSTMENTS-USER FEES							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
52-000-5-5-016-20-00	INDUSTRIAL					600,000.00	486,119.87	
	ACCOUNT TOTAL				(81.01%)	600,000.00	486,119.87	113,880.13 *
52-000-5-5-078-22-00	CONTRACT REVENUE (PRINC)					5,000.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	5,000.00	.00	5,000.00 *
52-000-5-5-079-23-00	CONNECTION FEES					32,000.00	23,940.00	
	ACCOUNT TOTAL				(74.81%)	32,000.00	23,940.00	8,060.00 *
52-000-5-5-064-24-00	MISCELLANEOUS RECEIPTS					5,000.00	9,617.55	
	ACCOUNT TOTAL				(192.35%)	5,000.00	9,617.55	4,617.55-*
52-000-5-5-026-26-00	INTEREST & PENALTIES					1,000.00	539.47	
	ACCOUNT TOTAL				(53.94%)	1,000.00	539.47	460.53 *
52-000-5-5-025-30-00	INTEREST EARNED					129,000.00	124,710.29	
	ACCOUNT TOTAL				(96.67%)	129,000.00	124,710.29	4,289.71 *
52-000-5-5-046-46-00	HOSTED TRAINING -SAFETY MTGS							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
52-000-5-5-033-50-00	DEVELOPER PROJECTS					120,000.00	84,669.18	
	ACCOUNT TOTAL				(70.55%)	120,000.00	84,669.18	35,330.82 *
52-000-5-5-033-50-05	CITY PROJECTS							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
52-000-5-5-033-51-00	PROJECT CLOSING ACCOUNT (EOY)							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
52-000-5-5-069-69-00	JACKSON BOTTOM MASTER PLAN-USA					48,000.00	43,958.75	
	ACCOUNT TOTAL				(91.58%)	48,000.00	43,958.75	4,041.25 *

SEWER REVENUE FUND

FU-DEP-C-S-OBJ-LN-PJ JC-JD VND-#	TITLE SOURCE	REFERENCE	TRAN-DT	EX-PD		ESTIMATED	RECEIPTS	COMPARISION TO BUDGET
52-000-5-5-070-70-00	JACKSON BOTTOM - MISC REVENUE							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
52-000-5-5-074-73-05	PROJECTS REVENUE						22,786.79	
	ACCOUNT TOTAL				(0.00%)	.00	22,786.79	22,786.79-*
52-000-5-5-075-74-10	TRANSFER FROM GENERAL FUND					50,000.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	50,000.00	.00	50,000.00 *
52-000-5-5-075-74-15	TRANSFER FROM SWM FUND TO J.B.					25,000.00		
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	25,000.00	.00	25,000.00 *
52-000-5-5-075-74-16	TRANSFER FROM TRANSPORTATION							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
52-000-5-5-075-74-17	TRANSFER FROM WATER FUND							
	ACCOUNT TOTAL (NO ACTIVITY)				(0.00%)	.00	.00	.00 *
	CATEGORY TOTAL				(86.82%)	15,538,000.00	13,490,859.35	2,047,140.65
	TOTAL FUND DETAIL				(86.24%)	18,768,000.00	16,186,729.24	2,581,270.76

TOTAL COUNT 00000

PAYABLES CHECK REGISTER BOOKKEEPING DISBURSEMENT DATE 06/21/07 GF20060 PAGE 1

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194745	792	MEN'S FITNESS	COMPUTER-GEN	06/21/07	17.97	
194746	872	GEARED UP	COMPUTER-GEN	06/21/07	332.01	
194747	921	THE ASIAN REPORTER	COMPUTER-GEN	06/21/07	370.00	
194748	1000	CRAIG WILCOX	COMPUTER-GEN	06/21/07	240.00	
194749	1161	WASHINGTON COUNTY LAND USE & TRANSPTN	COMPUTER-GEN	06/21/07	330.00	
194750	1243	TANYA WOODSON	COMPUTER-GEN	06/21/07	249.17	
194751	1265	WASHINGTON CO SHERIFF'S OFFICE	COMPUTER-GEN	06/21/07	1,500.00	
194752	1525	KEITH'S SPORTING GOODS INC	COMPUTER-GEN	06/21/07	13,434.00	
194753	1629	TENNANT SALES AND SERVICE CO	COMPUTER-GEN	06/21/07	488.70	
194754	1672	JOENE GRANT	COMPUTER-GEN	06/21/07	56.00	
194755	2015	GRESSCO LTD	COMPUTER-GEN	06/21/07	3,375.95	
194756	2037	CEDAR CANYON BOTTLED WATER INC	COMPUTER-GEN	06/21/07	360.00	
194757	2050	MATT SHANNON	COMPUTER-GEN	06/21/07	129.55	
194758	2185	MICHELLE BURR	COMPUTER-GEN	06/21/07	126.83	
194759	2359	WESTSIDE ROCK INC	COMPUTER-GEN	06/21/07	762.88	
194760	2841	BANNER FURNITURE OUTLET DBA	COMPUTER-GEN	06/21/07	916.00	
194761	2849	AMERICAN EXTERMINATION PLUS INC	COMPUTER-GEN	06/21/07	84.00	
194762	2909	PERMA-BOUND	COMPUTER-GEN	06/21/07	209.76	
194763	3023	WILHELM FOODS LIMITED INC	COMPUTER-GEN	06/21/07	247.50	
194764	3043	DAN O'LOUGHLIN	COMPUTER-GEN	06/21/07	20.90	
194765	3136	KUIK 1360 TALK RADIO DBA	COMPUTER-GEN	06/21/07	350.00	
194766	3342	GRAND & BENEDICTS INC	COMPUTER-GEN	06/21/07	145.04	
194767	3507	WALTZ SHERIDAN CRAWFORD INC	COMPUTER-GEN	06/21/07	1,000.00	
194768	3513	R S TECHICAL SERVICES INC	COMPUTER-GEN	06/21/07	1,510.81	
194769	3611	WILD REPUBLIC	COMPUTER-GEN	06/21/07	168.08	

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194770	3906	AISC INC	COMPUTER-GEN	06/21/07	20.00	
194771	4022	RICH SATTLER	COMPUTER-GEN	06/21/07	37.31	
194772	4116	ROBERT'S WINDOW CLEANING SERVICE	COMPUTER-GEN	06/21/07	345.00	
194773	4119	EXECUTIVE FORUM (DBA)	COMPUTER-GEN	06/21/07	315.00	
194774	4269	ELECTRONIC HANDBOOK PUBLISHERS INC	COMPUTER-GEN	06/21/07	37.90	
194775	4325	JOHN RINIER	COMPUTER-GEN	06/21/07	342.00	
194776	4477	EMERGENCY RESPONDER SERVICES INC	COMPUTER-GEN	06/21/07	8,390.40	
194777	4554	GREAT AMERICAN INSURANCE COMPANIES	COMPUTER-GEN	06/21/07	43.20	
194778	4567	WINGFOOT COMMERCIAL TIRE	COMPUTER-GEN	06/21/07	77.37	
194779	4809	WASHINGTON COUNTY CARTOGRAPHY&RECORDS	COMPUTER-GEN	06/21/07	76.87	
194780	4810	VLMK CONSULTING ENG	COMPUTER-GEN	06/21/07	4,879.10	
194781	4861	CASCADE FIRE PROTECTION CO	COMPUTER-GEN	06/21/07	300.00	
194782	5026	AMERICAN LIBRARY ASSOCIATION	COMPUTER-GEN	06/21/07	110.00	
194783	5226	CONTRACTS & CAREERS INC	COMPUTER-GEN	06/21/07	314.50	
194784	5257	PAM CUMMINGS	COMPUTER-GEN	06/21/07	595.61	
194785	5341	MOORE IACOFANO GOLTSMAN INC	COMPUTER-GEN	06/21/07	23,492.80	
194786	5485	DAVE CEBULA	COMPUTER-GEN	06/21/07	15.00	
194787	5618	SMOKEY'S	COMPUTER-GEN	06/21/07	175.00	
194788	5629	JEANNETTE M LAUNER	COMPUTER-GEN	06/21/07	2,060.00	
194789	5808	SPSS INC	COMPUTER-GEN	06/21/07	400.00	
194790	5811	CHEMICAL RISK INFORMATION SERVICE	COMPUTER-GEN	06/21/07	1,130.00	
194791	5814	PACIFIC TOWING LLC	COMPUTER-GEN	06/21/07	146.50	
194792	5885	TOM BRANDT	COMPUTER-GEN	06/21/07	30.00	
194793	6123	LIVING WITHOUT	COMPUTER-GEN	06/21/07	23.00	
194794	6337	HAI NGUYEN	COMPUTER-GEN	06/21/07	300.14	

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194795	6383	HILLSBORO'S FINEST LLC	COMPUTER-GEN	06/21/07	2,100.00	
194796	6434	NORTHWEST OCCUPATIONAL MEDICINE CENTER	COMPUTER-GEN	06/21/07	852.50	
194797	6580	CARL TUMA	COMPUTER-GEN	06/21/07	41.13	
194798	6595	MAEGAN JOSSY	COMPUTER-GEN	06/21/07	13.64	
194799	6659	D A O ARCHITECURE LLC	COMPUTER-GEN	06/21/07	1,216.82	
194800	6665	FOREST GROVE SCHOOL DISTRICT	COMPUTER-GEN	06/21/07	111.88	
194801	6811	DAWN SAHNOW	COMPUTER-GEN	06/21/07	56.04	
194802	6844	INT'L CODE COUNCIL INC	COMPUTER-GEN	06/21/07	755.51	
194803	7011	GOETTEL & ASSOCIATES INC	COMPUTER-GEN	06/21/07	3,752.00	
194804	7083	REXEL	COMPUTER-GEN	06/21/07	180.59	
194805	7198	CUMMINS NORTHWEST LLC	COMPUTER-GEN	06/21/07	461.42	
194806	7439	KINETIC COMPUTER SOLUTIONS INC	COMPUTER-GEN	06/21/07	3,710.00	
194807	7510	RAINTREE	COMPUTER-GEN	06/21/07	290.60	
194808	7726	PDSI	COMPUTER-GEN	06/21/07	16,125.00	
194809	7734	HEINEMANN LIBRARY	COMPUTER-GEN	06/21/07	59.80	
194810	7741	DIVERSE MEDIA INC	COMPUTER-GEN	06/21/07	34.85	
194811	7853	RIVERSIDE HOMES INC	COMPUTER-GEN	06/21/07	15,875.96	
194812	7883	MOORE INFORMATION	COMPUTER-GEN	06/21/07	11,900.00	
194813	8178	CHICAGO TITLE	COMPUTER-GEN	06/21/07	829,057.13	
194814	8212	TRI COUNTY WAREHOUSE LLC	COMPUTER-GEN	06/21/07	136.50	
194815	8273	OREGON AUTO SPRING SERVICE INC	COMPUTER-GEN	06/21/07	1,472.96	
194816	8291	CANBY EXCAVATING INC	COMPUTER-GEN	06/21/07	40,241.26	
194817	8380	LEZEL AMES	COMPUTER-GEN	06/21/07	53.00	
194818	8381	PETERSON'S A NELNET COMPANY	COMPUTER-GEN	06/21/07	25.18	
194819	8382	SAUVIE ISLAND LAVENDER FARM	COMPUTER-GEN	06/21/07	103.40	

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194820	8383	REPRESENT IDENTITY	COMPUTER-GEN	06/21/07	3,704.75	
194821	8384	ELIZABETH SALINAS	COMPUTER-GEN	06/21/07	100.00	
194822	8385	NESTUCCA SPIT PRESS	COMPUTER-GEN	06/21/07	45.00	
194823	8386	PHILIPOSE KOCHIRISSERIL	COMPUTER-GEN	06/21/07	29.00	
194824	8387	JEAN MCCLAIN	COMPUTER-GEN	06/21/07	15.00	
194825	8388	DAVID LECAROS	COMPUTER-GEN	06/21/07	200.00	
194826	8389	MICHELLE BOYLE	COMPUTER-GEN	06/21/07	50.00	
194827	8391	DAN LARKINS	COMPUTER-GEN	06/21/07	199.20	
194828	8392	GROUP MOBILE INT'L LLC	COMPUTER-GEN	06/21/07	83.00	
194829	8393	GEOFFREY HAAS	COMPUTER-GEN	06/21/07	61.00	
194830	8395	RACHEL HENSON	COMPUTER-GEN	06/21/07	57.00	
194831	8397	BMW MOTORCYCLES OF WESTERN OREGON	COMPUTER-GEN	06/21/07	243.50	
194832	8398	EARL CUTLER	COMPUTER-GEN	06/21/07	52.80	
194833	8399	ALI LARSON	COMPUTER-GEN	06/21/07	407.76	
194834	8400	JANY JOVEL	COMPUTER-GEN	06/21/07	60.94	
194835	8401	DOT GOLF CENTER	COMPUTER-GEN	06/21/07	547.00	
194836	8402	MICHELE FORMEL	COMPUTER-GEN	06/21/07	11.00	
194837	8403	SAM GUERRERO	COMPUTER-GEN	06/21/07	67.20	
194838	8404	ALASON HILL	COMPUTER-GEN	06/21/07	85.80	
194839	8405	EAST MULTNOMAH SWCD	COMPUTER-GEN	06/21/07	450.00	
194840	8406	FERRY MORSE SEED CO	COMPUTER-GEN	06/21/07	153.00	
194841	8408	AMBER FREY	COMPUTER-GEN	06/21/07	58.93	
194842	8409	FOCUS ON THE FAMILY	COMPUTER-GEN	06/21/07	115.29	
194843	8410	AMY HEINLEN	COMPUTER-GEN	06/21/07	58.10	
194844	8411	CARL BUSSE	COMPUTER-GEN	06/21/07	300.00	

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194845	8412	EMPLOYMENT TRENDS	COMPUTER-GEN	06/21/07	1,523.20	
194846	8413	BERNADINE EVENSON	COMPUTER-GEN	06/21/07	59.75	
194847	8414	DR WILLIAM S POWELL	COMPUTER-GEN	06/21/07	200.00	
194848	8464	IMAGINIT TECHNOLOGIES INC	COMPUTER-GEN	06/21/07	915.00	
194849	10165	ACORN NATURALISTS INC	COMPUTER-GEN	06/21/07	375.38	
194850	10167	ACTION TECHNOLOGY SYSTEMS LLC	COMPUTER-GEN	06/21/07	146.70	
194851	10686	ALLMRO PRODUCTS INC	COMPUTER-GEN	06/21/07	754.70	
194852	10890	ALPHAGRAPHICS (DBA)	COMPUTER-GEN	06/21/07	175.54	
194853	10944	AMERICAN RED CROSS	COMPUTER-GEN	06/21/07	256.00	
194854	11720	ASAP SOFTWARE	COMPUTER-GEN	06/21/07	17,577.30	
194855	11785	AJP NORTHWEST INC	COMPUTER-GEN	06/21/07	219.90	
194856	11835	AT&T	COMPUTER-GEN	06/21/07	25.60	
194857	12685	BAKER & TAYLOR INC	COMPUTER-GEN	06/21/07	30,840.33	
194858	12688	BAKER & TAYLOR ENTERTAINMENT	COMPUTER-GEN	06/21/07	6,334.33	
194859	13590	BARNES & NOBLE INC	COMPUTER-GEN	06/21/07	79.60	
194860	13592	BARNEY & WORTH INC	COMPUTER-GEN	06/21/07	8,100.72	
194861	13679	BAXTER AUTO PARTS INC	COMPUTER-GEN	06/21/07	169.66	
194862	14020	BEAVERTON SCHOOL DISTRICT 48	COMPUTER-GEN	06/21/07	68.50	
194863	15299	BILINGUAL CONNECTION	COMPUTER-GEN	06/21/07	2,116.00	
194864	18614	BRUCE CHEVROLET GEO (DBA)	COMPUTER-GEN	06/21/07	3,096.50	
194865	21316	CASCADE OCCUPATIONAL MEDICINE	COMPUTER-GEN	06/21/07	818.30	
194866	21327	CB DELI	COMPUTER-GEN	06/21/07	76.70	
194867	21328	CITY OF BEAVERTON	COMPUTER-GEN	06/21/07	109,648.00	
194868	21680	SARAH JO CHAPLEN	COMPUTER-GEN	06/21/07	1,680.00	
194869	22373	CITY OF FOREST GROVE	COMPUTER-GEN	06/21/07	287,153.00	

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194870	22375	CITY OF HILLSBORO	COMPUTER-GEN	06/21/07	256,389.00	
194871	22395	CITY OF PORTLAND	COMPUTER-GEN	06/21/07	609.69	
194872	23590	COMCAST CABLE	COMPUTER-GEN	06/21/07	169.95	
194873	26085	DAILY JOURNAL OF COMM	COMPUTER-GEN	06/21/07	417.95	
194874	26087	DAILEY'S TIRE & AUTO SERVICE	COMPUTER-GEN	06/21/07	8,914.68	
194875	27270	DELL MARKETING LP	COMPUTER-GEN	06/21/07	1,722.92	
194876	27327	DEMCO INC	COMPUTER-GEN	06/21/07	274.70	
194877	30475	EMERALD GARDENS NW INC	COMPUTER-GEN	06/21/07	2,356.00	
194878	31200	ENDLESS TRAVEL (DBA)	COMPUTER-GEN	06/21/07	1,256.40	
194879	31970	EXPRESS MESSENGER SYSTEMS INC	COMPUTER-GEN	06/21/07	32.05	
194880	32575	FERRELLGAS	COMPUTER-GEN	06/21/07	1,196.31	
194881	33650	FOLIAGE SERVICES DBA	COMPUTER-GEN	06/21/07	61.00	
194882	33686	FOREST GROVE IRON & INDUS SUPPLY INC	COMPUTER-GEN	06/21/07	809.45	
194883	35500	GARMENT GRAPHICS INC	COMPUTER-GEN	06/21/07	3,650.65	
194884	36225	GENERAL EQUIPMENT COMPANY INC	COMPUTER-GEN	06/21/07	1,744.59	
194885	37450	GODFATHER'S PIZZA (DBA)	COMPUTER-GEN	06/21/07	25.00	
194886	42700	RENE HEADE	COMPUTER-GEN	06/21/07	35.00	
194887	44544	HILLSBORO DIESEL & TRUCK SERVICE INC	COMPUTER-GEN	06/21/07	250.29	
194888	44545	HILLSBORO DOWNTOWN BUSINESS ASN	COMPUTER-GEN	06/21/07	146.25	
194889	44549	HILLSBORO/FOREST GROVE/BEAVERTON/	COMPUTER-GEN	06/21/07	146,035.82	
194890	44551	HILLSBORO/FOREST GROVE/BVTN/TVWD/USA	COMPUTER-GEN	06/21/07	8,334.23	
194891	44558	HILLSBORO LANDFILL INC	COMPUTER-GEN	06/21/07	127.20	
194892	44568	HILLSBORO SCHOOL DISTRICT 1J	COMPUTER-GEN	06/21/07	1,519.43	
194893	45350	LIN HOWELL	COMPUTER-GEN	06/21/07	1,893.12	
194894	47740	INTERSTATE AUTO PARTS WAREHOUSE	COMPUTER-GEN	06/21/07	1,397.77	

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194895	47775	IRON MOUNTAIN INFORMATION MGMT INC	COMPUTER-GEN	06/21/07	328.36	
194896	51870	K D L HARDWARE INC	COMPUTER-GEN	06/21/07	81.23	
194897	51880	K O SCREENING INC	COMPUTER-GEN	06/21/07	99.96	
194898	56500	LEVEL 3 COMMUNICATIONS LLC	COMPUTER-GEN	06/21/07	37,144.52	
194899	58410	LUCILLE'S THE TOOL STORE	COMPUTER-GEN	06/21/07	401.90	
194900	63420	MASTERS INC	COMPUTER-GEN	06/21/07	258.50	
194901	64830	MESHER SUPPLY	COMPUTER-GEN	06/21/07	181.38	
194902	64846	METRO	COMPUTER-GEN	06/21/07	60.00	
194903	65522	MINUTEMAN PRESS - HILLSBORO	COMPUTER-GEN	06/21/07	279.04	
194904	66850	MORSE BROS INC	COMPUTER-GEN	06/21/07	300.00	
194905	67280	MT HOOD CHEMICAL CORP	COMPUTER-GEN	06/21/07	1,410.90	
194906	68425	WALTER E NELSON CO	COMPUTER-GEN	06/21/07	1,104.19	
194907	69665	NORTHWEST TREE SPECIALISTS	COMPUTER-GEN	06/21/07	625.00	
194908	70030	OCLC INC	COMPUTER-GEN	06/21/07	325.00	
194909	70050	DON ODERMOTT	COMPUTER-GEN	06/21/07	10.67	
194910	70091	OFFICE DEPOT INC	COMPUTER-GEN	06/21/07	338.79	
194911	70099	OFFICEMAX	COMPUTER-GEN	06/21/07	4,622.07	
194912	70550	OPEN ONLINE (DBA)	COMPUTER-GEN	06/21/07	1,118.20	
194913	70635	OREGON FIRE INSTRUCTORS ASSOC	COMPUTER-GEN	06/21/07	4,500.00	
194914	70647	OREGON FIRE CHIEFS ASSOC INC	COMPUTER-GEN	06/21/07	707.35	
194915	70682	THE OREGONIAN - SUN-TAN DIST	COMPUTER-GEN	06/21/07	20.00	
194916	72020	PAYCHEX INC	COMPUTER-GEN	06/21/07	84.31	
194917	72060	PDQ LITHO INC	COMPUTER-GEN	06/21/07	507.30	
194918	72190	PEPSI-COLA COMPANY INC	COMPUTER-GEN	06/21/07	705.44	
194919	72596	PETCO ANIMAL SUPPLIES INC	COMPUTER-GEN	06/21/07	18.97	

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194920	74165	PORTLAND GENERAL ELECTRIC	COMPUTER-GEN	06/21/07	275.36	
194921	74418	PRECISION GRAPHICS	COMPUTER-GEN	06/21/07	346.73	
194922	74885	PUBLIC WORKS SUPPLY INC	COMPUTER-GEN	06/21/07	1,397.20	
194923	75014	QUALITY BOOKS INC	COMPUTER-GEN	06/21/07	28.07	
194924	75170	CLAUDIA RAFFAELE	COMPUTER-GEN	06/21/07	880.00	
194925	75400	RANDOM HOUSE INC	COMPUTER-GEN	06/21/07	60.00	
194926	76313	REEDVILLE CATERING INC	COMPUTER-GEN	06/21/07	283.68	
194927	76315	REEVE KEARNS PC	COMPUTER-GEN	06/21/07	2,920.21	
194928	76317	REGENCE BLUECROSS BLUESHIELD OF OREGON	COMPUTER-GEN	06/21/07	1,690.55	
194929	80295	SAIF CORPORATION	COMPUTER-GEN	06/21/07	15,990.25	
194930	83320	SHAPE MAGAZINE	COMPUTER-GEN	06/21/07	14.97	
194931	84399	THE SIGN CO	COMPUTER-GEN	06/21/07	669.60	
194932	84420	SIGN PRO	COMPUTER-GEN	06/21/07	170.00	
194933	86378	SPEEDY AUTO GLASS	COMPUTER-GEN	06/21/07	158.01	
194934	89593	SYSCO FOOD SERVICES	COMPUTER-GEN	06/21/07	1,803.66	
194935	92130	TRAFFIC SAFETY SUPPLY INC	COMPUTER-GEN	06/21/07	1,930.88	
194936	92520	TVWD - INVOICES	COMPUTER-GEN	06/21/07	7,513.06	
194937	93351	VEICON TECHNOLOGY INC	COMPUTER-GEN	06/21/07	5,852.00	
194938	94976	WASHINGTON COUNTY FINANCE DIVISION	COMPUTER-GEN	06/21/07	18.00	
194939	96234	WEST PAYMENT CENTER	COMPUTER-GEN	06/21/07	119.00	
194940	97055	WHITE CAP	COMPUTER-GEN	06/21/07	1,378.30	
194941	99987	ZURBRUGG CONSTRUCTION CO INC	COMPUTER-GEN	06/21/07	38.00	

TOTAL COMPUTER GN 2,016,415.06

TOTAL DISBURSEMENTS 2,016,415.06

PAYABLES CHECK REGISTER BOOKKEEPING DISBURSEMENT DATE 06/19/07 GF20060 PAGE 1

CHK-#	VND-#	NAME	TYPE	CHECK-DT	CHECK-AMT	:NOTE
194744	8390	HAMILTON CROWNE PLAZA	COMPUTER-GEN	06/19/07	544.50	

TOTAL COMPUTER GN 544.50

TOTAL DISBURSEMENTS 544.50

PAYABLES CHECK REGISTER - BY FUND (WATER FUND) DISBURSEMENT DATE: 05/10/07 10:38:46 HB21065 PAGE 1

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
193457	1252	POLLARDWATER.COM (DBA)	50-WATER OPERATING FUND	99.14
193481	5574	SUCCEED SAFETY & HEALTH SERVICES INC	50-WATER OPERATING FUND	579.34
193490	7302	CHRISTOPHER RASMUSSEN	50-WATER OPERATING FUND	50.00
193498	8043	ZACHARY HANSEN	50-WATER OPERATING FUND	195.00
193535	8083	TENLEY INVESTMENTS	50-WATER OPERATING FUND	17.61
193536	8084	LINDA K MEYERS	50-WATER OPERATING FUND	100.00
193537	8085	DAWNA HEDRICK	50-WATER OPERATING FUND	50.00
193538	8086	CHRIS HAAG	50-WATER OPERATING FUND	50.00
193539	8087	KELLY GUTHRIE	50-WATER OPERATING FUND	50.00
193540	8088	DUANE FRANKS	50-WATER OPERATING FUND	50.00
193541	8089	JIM FISHER	50-WATER OPERATING FUND	50.00
193542	8090	KELLY FEIGHTNER	50-WATER OPERATING FUND	50.00
193545	8095	MERLIN WILKINSON	50-WATER OPERATING FUND	50.00
193546	8096	LARRY WHEELER	50-WATER OPERATING FUND	50.00
193547	8097	JAMES STIFF	50-WATER OPERATING FUND	50.00
193548	8098	SCOTT SIMMONS	50-WATER OPERATING FUND	50.00
193549	8099	FIDEL SIGOVIA	50-WATER OPERATING FUND	50.00
193550	8100	RANDY ROWBOTHAM	50-WATER OPERATING FUND	50.00
193551	8101	DAMIEN P RHODES	50-WATER OPERATING FUND	50.00
193552	8102	MARTHA REHRIG	50-WATER OPERATING FUND	50.00
193553	8103	MICKIE AERNE	50-WATER OPERATING FUND	50.00
193554	8104	JANE RAMM	50-WATER OPERATING FUND	50.00
193558	10955	AWWA NW ORE SUB-SECTION	50-WATER OPERATING FUND	320.00
193566	22376	CITY OF HILLSBORO UTIL COMM	50-WATER OPERATING FUND	101.58
193577	27510	DHS-HEALTH SERVICES	50-WATER OPERATING FUND	70.00

06-26-07P02:42 RCVD

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
193582	32250	FARMINGTON LANDFILL INC	50-WATER OPERATING FUND	86.25
193585	33600	FLAG'N INC	18-FUNDED DEPRECIATION FUND -WATER	185.00
			50-WATER OPERATING FUND	370.00
193596	40064	HACH COMPANY	50-WATER OPERATING FUND	2,220.00
193597	44552	HILLSBORO GARBAGE DISPOSAL INC	50-WATER OPERATING FUND	97.34
193598	44600	H D SUPPLY WATERWORKS LTD	18-FUNDED DEPRECIATION FUND -WATER	1,431.30
			50-WATER OPERATING FUND	1,736.87
193599	45250	HOME DEPOT CREDIT SERVICES	50-WATER OPERATING FUND	22.80
193600	45300	HORTON'S SAV-ON OFFICE SUPPLY	50-WATER OPERATING FUND	12.27
193623	70099	OFFICEMAX	50-WATER OPERATING FUND	74.32
193645	93290	VERIZON WIRELESS, BELLEVUE	50-WATER OPERATING FUND	1,267.58
TOTAL REPORT				9,836.40

FUND RECAP

18-FUNDED DEPRECIATION FUND -WATER	1,616.30
50-WATER OPERATING FUND	8,220.10

PAYABLES CHECK REGISTER - BY FUND (WATER FUND)

DISBURSEMENT DATE: 05/11/07 HB21065 PAGE 1
10:14:26

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
193650	93290	VERIZON WIRELESS, BELLEVUE	50-WATER OPERATING FUND	1,267.58
TOTAL REPORT				1,267.58

FUND RECAP

50-WATER OPERATING FUND	1,267.58

PAYABLES CHECK REGISTER - BY FUND (JOINT UTILITIES FUND) DISBURSEMENT DATE: 05/11/07 HB21065 PAGE 1
10:14:26

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
193650	93290	VERIZON WIRELESS, BELLEVUE	19-BARNEY JOINT COMMISSION	3.95
			51-JOINT WATER COMMISSION	72.53
TOTAL REPORT				76.48

FUND RECAP

19-BARNEY JOINT COMMISSION	3.95
51-JOINT WATER COMMISSION	72.53

PAYABLES CHECK REGISTER - BY FUND (WATER FUND) DISBURSEMENT DATE: 05/17/07 HB21065 PAGE 1
10:56:51

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
193662	1252	POLLARDWATER.COM (DBA)	50-WATER OPERATING FUND	64.54
193673	3202	NORTHWEST CRANE SERVICE & PARTS CO INC	50-WATER OPERATING FUND	147.90
193676	3551	GROUP MACKENZIE CORP	50-WATER OPERATING FUND	6,449.24
193707	7623	NIKI IVERSON	50-WATER OPERATING FUND	103.10
193720	8115	A-1 COOPLING	50-WATER OPERATING FUND	231.01
193727	8126	LEAH IVEY	50-WATER OPERATING FUND	50.00
193728	8127	KIM BARNEY	50-WATER OPERATING FUND	50.00
193729	8128	DEANN BERRY	50-WATER OPERATING FUND	50.00
193730	8129	KATHLEEN BOLTON	50-WATER OPERATING FUND	50.00
193731	8130	DON GOTTSCALK	50-WATER OPERATING FUND	50.00
193732	8131	STEPHEN HERZOG	50-WATER OPERATING FUND	50.00
193733	8132	SHANNON HUNT	50-WATER OPERATING FUND	50.00
193734	8133	KATHERINE JUNGELS	50-WATER OPERATING FUND	50.00
193735	8134	PAM KANE	50-WATER OPERATING FUND	50.00
193736	8135	COREY KENNA	50-WATER OPERATING FUND	50.00
193737	8136	MARCY KERRRY	50-WATER OPERATING FUND	50.00
193738	8137	NATASHA LIGUORI	50-WATER OPERATING FUND	50.00
193739	8138	LINDSEY ORDYNA	50-WATER OPERATING FUND	50.00
193746	8149	HUGO R MARTINEZ	50-WATER OPERATING FUND	70.35
193747	8150	DOUGLAS BERNHARDT	50-WATER OPERATING FUND	7,800.93
193753	8156	DAN APPLEBEE	50-WATER OPERATING FUND	70.00
193765	8170	PAUL SMILLIE	50-WATER OPERATING FUND	93.80
193779	11835	AT&T	50-WATER OPERATING FUND	100.31
193783	14230	BEST BUY IN TOWN INC	50-WATER OPERATING FUND	23.85
193785	17747	BRETTHAUER OIL CO INC	18-FUNDED DEPRECIATION FUND -WATER	11.42

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
			50-WATER OPERATING FUND	2,165.64
193789	20885	CARQUEST OF HILLSBORO (DBA)	50-WATER OPERATING FUND	20.78
193791	21327	CB DELI	50-WATER OPERATING FUND	100.00
193792	22373	CITY OF FOREST GROVE	50-WATER OPERATING FUND	36.79
193809	44537	HILLSBORO ARGUS (DBA)	18-FUNDED DEPRECIATION FUND -WATER	146.20
			50-WATER OPERATING FUND	43.00
193811	44549	HILLSBORO/FOREST GROVE/BEAVERTON/	18-FUNDED DEPRECIATION FUND -WATER	215.14
			25-SDC FUND - WATER	1,210.02
			50-WATER OPERATING FUND	53,251.69
193812	44551	HILLSBORO/FOREST GROVE/BVTN/TVWD/USA	50-WATER OPERATING FUND	8,632.10
193823	58410	LUCILLE'S THE TOOL STORE	50-WATER OPERATING FUND	285.90
193831	70875	OVERALL LAUNDRY SERVICES INC	50-WATER OPERATING FUND	155.55
193841	74675	PROVIDENCE HEALTH SYSTEM	50-WATER OPERATING FUND	113.00
193853	89480	SUNSET AUTO PARTS INC	50-WATER OPERATING FUND	166.11
193863	95050	WATER METRICS CO WEST	50-WATER OPERATING FUND	2,282.50
TOTAL REPORT				84,640.87

FUND RECAP

18-FUNDED DEPRECIATION FUND -WATER	372.76
25-SDC FUND - WATER	1,210.02
50-WATER OPERATING FUND	83,058.09

PAYABLES CHECK REGISTER - BY FUND (WATER FUND)

DISBURSEMENT DATE: 05/24/07 09:39:48 HB21065 PAGE 1

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
193874	1252	POLLARDWATER.COM (DBA)	50-WATER OPERATING FUND	1,409.21
193901	3976	GEMINI GROUP LLC	50-WATER OPERATING FUND	5,205.28
193914	5660	DICKSON COMPANY	50-WATER OPERATING FUND	375.00
193925	7457	HALTON CO	50-WATER OPERATING FUND	96.70
193927	7699	K & L GATES LLP	50-WATER OPERATING FUND	880.00
193935	8147	CARL SPITZNAGEL	50-WATER OPERATING FUND	33.63
193945	8186	NACE INTERNATIONAL	50-WATER OPERATING FUND	130.00
193946	8187	DAN MEEUWSEN	50-WATER OPERATING FUND	379.70
193974	8222	ALAN WILSON	50-WATER OPERATING FUND	270.00
193982	11030	ARCH WIRELESS OPERATING CO IN	50-WATER OPERATING FUND	32.40
193996	21520	CDW GOVERNMENT INC	50-WATER OPERATING FUND	10,852.10
194000	23943	CONSOLIDATED SUPPLY CO INC	50-WATER OPERATING FUND	1,388.50
194011	27510	DHS-HEALTH SERVICES	50-WATER OPERATING FUND	70.00
194014	32550	FERGUSON ENTERPRISES INC NW	50-WATER OPERATING FUND	267.37
194015	32555	FERGUSON WATERWORKS	50-WATER OPERATING FUND	42.76
194016	32575	FERRELLGAS	50-WATER OPERATING FUND	17.89
194024	44568	HILLSBORO SCHOOL DISTRICT 1J	50-WATER OPERATING FUND	90.00
194030	54815	LANDSCAPE PRODUCTS & SUPPLY DBA	50-WATER OPERATING FUND	250.00
194045	70099	OFFICEMAX	50-WATER OPERATING FUND	74.69
194055	74163	PORTLAND GENERAL ELECTRIC	50-WATER OPERATING FUND	8,448.79
194056	74167	PORTLAND HABILITATION CENTER INC	50-WATER OPERATING FUND	588.53
194070	93114	US BANK BUSINESS CARD	50-WATER OPERATING FUND	2,116.09
TOTAL REPORT				33,018.64

FUND RECAP

50-WATER OPERATING FUND	33,018.64

PAYABLES CHECK REGISTER - BY FUND (JOINT UTILITIES FUND) DISBURSEMENT DATE: 05/24/07 09:39:48 HB21065 PAGE 1

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
193887	2998	CHUCK KINGSTON	51-JOINT WATER COMMISSION	268.95
193896	3623	U S BANK	51-JOINT WATER COMMISSION	5.00
193927	7699	K & L GATES LLP	51-JOINT WATER COMMISSION	870.40
193982	11030	ARCH WIRELESS OPERATING CO IN	19-BARNEY JOINT COMMISSION	2.53
			51-JOINT WATER COMMISSION	10.12
194023	44537	HILLSBORO ARGUS (DBA)	51-JOINT WATER COMMISSION	75.25
194053	73613	PIONEER AMERICAS INC	51-JOINT WATER COMMISSION	1,395.00
194055	74163	PORTLAND GENERAL ELECTRIC	51-JOINT WATER COMMISSION	106,314.77
194056	74167	PORTLAND HABILITATION CENTER INC	51-JOINT WATER COMMISSION	631.54
194068	92520	TVWD - INVOICES	51-JOINT WATER COMMISSION	125.55
194070	93114	US BANK BUSINESS CARD	19-BARNEY JOINT COMMISSION	134.55
			51-JOINT WATER COMMISSION	467.61
194071	93119	UNIVAR USA INC	51-JOINT WATER COMMISSION	16,926.00
TOTAL REPORT				127,227.27

FUND RECAP

19-BARNEY JOINT COMMISSION	137.08
51-JOINT WATER COMMISSION	127,090.19

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194077	6703	ASSET RECOVERY GROUP INC	50-WATER OPERATING FUND	13.78
194079	10936	AMERICAN FAMILY LIFE ASSURANCE CORP	18-FUNDED DEPRECIATION FUND -WATER	11.05
			50-WATER OPERATING FUND	441.57
194081	12715	BANK OF THE WEST (PYRL)	50-WATER OPERATING FUND	17.50
194082	21323	EBS TRUST CCIS	18-FUNDED DEPRECIATION FUND -WATER	28.55
			50-WATER OPERATING FUND	230.98
194085	22366	EBS TRUST CCIS	18-FUNDED DEPRECIATION FUND -WATER	900.21
			25-SDC FUND - WATER	4.40
			50-WATER OPERATING FUND	16,609.92
194086	22367	EBS TRUST CCIS	18-FUNDED DEPRECIATION FUND -WATER	778.47
			50-WATER OPERATING FUND	6,024.15
194087	22368	EBS TRUST CCIS	18-FUNDED DEPRECIATION FUND -WATER	3.56
			25-SDC FUND - WATER	.01
			50-WATER OPERATING FUND	48.97
194088	22369	EBS TRUST CCIS	18-FUNDED DEPRECIATION FUND -WATER	32.13
			25-SDC FUND - WATER	.12
			50-WATER OPERATING FUND	372.60
194089	22370	EBS TRUST CCIS	18-FUNDED DEPRECIATION FUND -WATER	212.31
			25-SDC FUND - WATER	.54
			50-WATER OPERATING FUND	2,830.91
194090	22379	CITY OF HILLSBORO	18-FUNDED DEPRECIATION FUND -WATER	427.22
			25-SDC FUND - WATER	.07
			50-WATER OPERATING FUND	1,973.50
194091	23682	CONEXIS	50-WATER OPERATING FUND	367.14
194093	23685	CONEXIS	18-FUNDED DEPRECIATION FUND -WATER	51.50
			25-SDC FUND - WATER	1.15
			50-WATER OPERATING FUND	1,317.33
194098	58460	BRIAN D LYNCH	50-WATER OPERATING FUND	38.00
194099	62125	MSA VEBA PLAN ADMINISTRATOR	18-FUNDED DEPRECIATION FUND -WATER	123.36
			25-SDC FUND - WATER	.46
			50-WATER OPERATING FUND	1,385.18
194101	70646	OREGON DEPT OF REVENUE	50-WATER OPERATING FUND	573.64
194104	93111	UNITED WAY	50-WATER OPERATING FUND	.39

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194105	94971	WASHINGTON COUNTY CIRCUIT COURT	50-WATER OPERATING FUND	100.00
TOTAL REPORT				34,920.67

FUND RECAP

18-FUNDED DEPRECIATION FUND -WATER	2,568.36
25-SDC FUND - WATER	6.75
50-WATER OPERATING FUND	32,345.56

PAYABLES CHECK REGISTER - BY FUND (WATER FUND) DISBURSEMENT DATE: 05/30/07 10:17:48 HB21065 PAGE 1

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
BANK-TR	47582	ICMA (PYRL)_	18-FUNDED DEPRECIATION FUND -WATER	19.04
			50-WATER OPERATING FUND	721.19
BANK-TR	72150	PEPSCO	18-FUNDED DEPRECIATION FUND -WATER	253.84
			25-SDC FUND - WATER	5.08
			50-WATER OPERATING FUND	1,697.46
BANK-TR	94983	WASHINGTON COUNTY FEDERAL CREDIT UNION	18-FUNDED DEPRECIATION FUND -WATER	512.15
			50-WATER OPERATING FUND	5,233.39
BANK-TR	70664	OREGON SAVINGS GROWTH PLAN	18-FUNDED DEPRECIATION FUND -WATER	685.13
			50-WATER OPERATING FUND	53.93
BANK-TR	93108	USNB FEDERAL W/H	18-FUNDED DEPRECIATION FUND -WATER	893.76
			25-SDC FUND - WATER	4.93
			50-WATER OPERATING FUND	14,770.92
BANK-TR	93107	USNB - FICA	18-FUNDED DEPRECIATION FUND -WATER	1,991.24
			25-SDC FUND - WATER	6.88
			50-WATER OPERATING FUND	22,361.52
BANK-TR	70659	OREGON DEPT OF REVENUE	18-FUNDED DEPRECIATION FUND -WATER	666.90
			25-SDC FUND - WATER	2.75
			50-WATER OPERATING FUND	8,347.59
BANK-TR	70653	OREGON DEPT OF REVENUE	18-FUNDED DEPRECIATION FUND -WATER	85.16
			25-SDC FUND - WATER	.30
			50-WATER OPERATING FUND	963.10
BANK-TR	70658	OREGON DEPT OF REVENUE	18-FUNDED DEPRECIATION FUND -WATER	12.26
			25-SDC FUND - WATER	.02
			50-WATER OPERATING FUND	164.28
BANK-TR	74804	PUBLIC EMPLOYEES RETIREMENT SYSTEM	18-FUNDED DEPRECIATION FUND -WATER	741.92
			25-SDC FUND - WATER	2.77
			50-WATER OPERATING FUND	8,656.33
BANK-TR	74806	PUBLIC EMPL RETIREMT SYS	18-FUNDED DEPRECIATION FUND -WATER	1,778.12
			25-SDC FUND - WATER	6.63
			50-WATER OPERATING FUND	19,357.05
TOTAL REPORT				89,995.64

FUND RECAP

18-FUNDED DEPRECIATION FUND -WATER	7,639.52
25-SDC FUND - WATER	29.36
50-WATER OPERATING FUND	82,326.76

PAYABLES CHECK REGISTER - BY FUND (JOINT UTILITIES FUND) DISBURSEMENT DATE: 05/30/07 HB21065 PAGE 1
10:17:48

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
BANK-TR	47582	ICMA (PYRL)_	19-BARNEY JOINT COMMISSION	32.18
			51-JOINT WATER COMMISSION	277.59
BANK-TR	72150	PEPSCO	19-BARNEY JOINT COMMISSION	154.88
			51-JOINT WATER COMMISSION	1,134.07
BANK-TR	94983	WASHINGTON COUNTY FEDERAL CREDIT UNION	19-BARNEY JOINT COMMISSION	224.42
			51-JOINT WATER COMMISSION	1,389.76
BANK-TR	70664	OREGON SAVINGS GROWTH PLAN	19-BARNEY JOINT COMMISSION	157.92
			51-JOINT WATER COMMISSION	180.02
BANK-TR	93108	USNB FEDERAL W/H	19-BARNEY JOINT COMMISSION	1,578.09
			51-JOINT WATER COMMISSION	8,702.70
BANK-TR	93107	USNB - FICA	19-BARNEY JOINT COMMISSION	2,182.72
			51-JOINT WATER COMMISSION	13,187.50
BANK-TR	70659	OREGON DEPT OF REVENUE	19-BARNEY JOINT COMMISSION	863.69
			51-JOINT WATER COMMISSION	5,094.53
BANK-TR	70653	OREGON DEPT OF REVENUE	19-BARNEY JOINT COMMISSION	93.86
			51-JOINT WATER COMMISSION	566.63
BANK-TR	70658	OREGON DEPT OF REVENUE	19-BARNEY JOINT COMMISSION	16.66
			51-JOINT WATER COMMISSION	86.22
BANK-TR	74804	PUBLIC EMPLOYEES RETIREMENT SYSTEM	19-BARNEY JOINT COMMISSION	854.66
			51-JOINT WATER COMMISSION	5,185.07
BANK-TR	74806	PUBLIC EMPL RETIREMT SYS	19-BARNEY JOINT COMMISSION	2,011.68
			51-JOINT WATER COMMISSION	11,964.39
TOTAL REPORT				55,939.24

FUND RECAP

19-BARNEY JOINT COMMISSION	8,170.76
51-JOINT WATER COMMISSION	47,768.48

UB

PAYABLES CHECK REGISTER - BY FUND (WATER FUND)

DISBURSEMENT DATE: 05/30/07 HB21065 PAGE 1
16:54:16

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194106	8207	CREDIT SERVICES OF OREGON INC	50-WATER OPERATING FUND	13.78
TOTAL REPORT				13.78

FUND RECAP

50-WATER OPERATING FUND	13.78

PAYABLES CHECK REGISTER - BY FUND (JOINT UTILITIES FUND) DISBURSEMENT DATE: 05/30/07 HB21065 PAGE 1
16:54:16

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194106	8207	CREDIT SERVICES OF OREGON INC	19-BARNEY JOINT COMMISSION	6.89
			51-JOINT WATER COMMISSION	323.69
TOTAL REPORT				330.58

FUND RECAP

19-BARNEY JOINT COMMISSION	6.89
51-JOINT WATER COMMISSION	323.69

Gina

PAYABLES CHECK REGISTER - BY FUND (WATER FUND) DISBURSEMENT DATE: 05/31/07 HB21065 PAGE 1
11:11:22

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194110	1252	POLLARDWATER.COM (DBA)	50-WATER OPERATING FUND	1,522.41
194136	7097	CENTERPOINT GRAPHICS INC	50-WATER OPERATING FUND	866.68
194141	8198	KIMBERLY WAIBLE	50-WATER OPERATING FUND	50.00
194142	8223	IRENE HERNANDEZ	50-WATER OPERATING FUND	8.82
194143	8224	CHRISTINE WILSON	50-WATER OPERATING FUND	87.35
194147	8228	RICHARD ADAMS	50-WATER OPERATING FUND	18.33
194153	8235	STEPHEN CHRISTIE	50-WATER OPERATING FUND	50.00
194154	8236	BRIAN HAYNIE	50-WATER OPERATING FUND	50.00
194155	8238	JIM CONROY	50-WATER OPERATING FUND	50.00
194156	8239	TIM GETTIS	50-WATER OPERATING FUND	50.00
194157	8240	DONALD ESTEP	50-WATER OPERATING FUND	50.00
194158	8241	DOROTHY HARADA	50-WATER OPERATING FUND	50.00
194159	8242	DAVID DEWHITT	50-WATER OPERATING FUND	50.00
194162	8245	MARIE WILLIAMS	50-WATER OPERATING FUND	50.00
194163	8246	LEE WIREN	50-WATER OPERATING FUND	50.00
194164	8247	JIANREN TAI	50-WATER OPERATING FUND	50.00
194165	8248	MARYANN RICHARDS	50-WATER OPERATING FUND	50.00
194166	8249	CONNIE E RYAN	50-WATER OPERATING FUND	50.00
194167	8250	TODD SAWYER	50-WATER OPERATING FUND	50.00
194168	8251	DEANNA PARKER	50-WATER OPERATING FUND	50.00
194169	8252	CINDY ANGELO	50-WATER OPERATING FUND	50.00
194170	8253	CARLOS IVES	50-WATER OPERATING FUND	23.08
194184	10955	AWWA NW ORE SUB-SECTION	50-WATER OPERATING FUND	1,535.00
194192	17747	BRETTHAUER OIL CO INC	18-FUNDED DEPRECIATION FUND -WATER	10.48
			50-WATER OPERATING FUND	2,803.99

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194202	22375	CITY OF HILLSBORO	50-WATER OPERATING FUND	24,289.80
194205	26085	DAILY JOURNAL OF COMM	18-FUNDED DEPRECIATION FUND -WATER	162.22
194218	44558	HILLSBORO LANDFILL INC	50-WATER OPERATING FUND	63.60
194228	65522	MINUTEMAN PRESS - HILLSBORO	50-WATER OPERATING FUND	79.68
194231	70425	ONE CALL CONCEPTS INC	50-WATER OPERATING FUND	1,153.95
194236	74675	PROVIDENCE HEALTH SYSTEM	50-WATER OPERATING FUND	87.50
194243	93292	VERIZON NORTHWEST	50-WATER OPERATING FUND	802.47
TOTAL REPORT				34,315.36

FUND RECAP

18-FUNDED DEPRECIATION FUND -WATER	172.70
50-WATER OPERATING FUND	34,142.66

PAYROLL DEDUCTIONS FOR WIRES, DRAWS & NET PAYROLL.

To support internally posted Journal entries

PAYROLL ENDING DATE: MAY 2007

Funds	TOTAL Draws & Net	NET PAYROLL TOTALS	DRAWS TOTALS
FUND 01	1,331,369.54	1,179,083.25	152,286.29
FUND 03	2,233.59	2,233.59	
FUND 07	1,792.24	1,764.65	27.59
FUND 09	43,864.77	36,108.81	7,755.96
FUND 10	61,853.04	53,429.71	8,423.33
FUND 16	13.49	13.49	
FUND 17	134.95	133.57	1.38
FUND 18	8,200.14	6,529.37	1,670.77
FUND 19	9,191.87	7,638.39	1,553.48
FUND 25	25.97	20.78	5.19
FUND 26	3,968.88	3,866.90	101.98
FUND 27	256.46	253.23	3.23
FUND 28	4,481.79	4,289.22	192.57
FUND 29	-		
FUND 40	-		
FUND 41	-		
FUND 50	93,914.52	75,696.39	18,218.13
FUND 51	55,680.28	45,293.87	10,386.41
FUND 52	46,890.91	39,022.28	7,868.63
FUND 54	924.34	914.95	9.39
FUND 61	-		
FUND 65	13,534.74	9,473.74	4,061.00
FUND 67	359.28	359.28	
FUND 70	377,252.30	318,402.51	58,849.79
FUND 71	21.42	18.54	2.88
FUND 74	6,955.48	6,955.48	
FUND 75	2,672.71	1,772.71	900.00
GRAND TOTALS	2,065,592.71	$ 1,793,274.71	$ 272,318.00

$ 2,065,592.71

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CC:

Gina Jones

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Gina

PAYABLES CHECK REGISTER - BY FUND (WATER FUND) DISBURSEMENT DATE: 06/07/07 17:01:46 HB21065 PAGE 1

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194466	94949	WASHINGTON CO CONSOLIDATED COMM AGENCY	50-WATER OPERATING FUND	319.76-
TOTAL REPORT				319.76-

FUND RECAP

50-WATER OPERATING FUND	319.76-

Hand Issue
6/7/07
NP

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PAYABLES CHECK REGISTER - BY FUND (JOINT UTILITIES FUND) DISBURSEMENT DATE: 06/07/07 HB21065 PAGE 1
17:01:46

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194464	8299	AWWA RESEARCH FOUNDATION	51-JOINT WATER COMMISSION	29,033.00
194465	94290	WARD HENSHAW CONSTRUCTION CO INC	51-JOINT WATER COMMISSION	4,830.79
194466	94949	WASHINGTON CO CONSOLIDATED COMM AGENCY	51-JOINT WATER COMMISSION	639.52-
TOTAL REPORT				33,224.27

FUND RECAP

51-JOINT WATER COMMISSION	33,224.27

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194413	65522	MINUTEMAN PRESS - HILLSBORO	50-WATER OPERATING FUND	277.23
194414	66850	MORSE BROS INC	50-WATER OPERATING FUND	733.00
194424	70642	OREGON METER REPAIR	50-WATER OPERATING FUND	198.00
194429	70875	OVERALL LAUNDRY SERVICES INC	50-WATER OPERATING FUND	233.52
194432	73795	PLUMBING MATERIALS SUPPLY INC	50-WATER OPERATING FUND	134.60
194433	74167	PORTLAND HABILITATION CENTER INC	50-WATER OPERATING FUND	248.05
194448	92510	TV WASTE RECOVERY INC	50-WATER OPERATING FUND	75.60
194452	93206	US POSTAL SERVICE	18-FUNDED DEPRECIATION FUND -WATER	171.84
			50-WATER OPERATING FUND	496.16
194455	94290	WARD HENSHAW CONSTRUCTION CO INC	50-WATER OPERATING FUND	7,727.00
194456	94949	WASHINGTON CO CONSOLIDATED COMM AGENCY	50-WATER OPERATING FUND	319.76
TOTAL REPORT				120,926.49

FUND RECAP

18-FUNDED DEPRECIATION FUND -WATER	73,817.76
50-WATER OPERATING FUND	47,108.73

PAYABLES CHECK REGISTER - BY FUND (WATER FUND) DISBURSEMENT DATE: 06/07/07 HB21065 PAGE 1
08:54:20

CHECK-#	VENDOR-#	NAME	FUND	AMOUNT
194253	704	DIVISION OF MOTOR VEHICLES	50-WATER OPERATING FUND	63.00
194256	1229	CATHI BONATO	50-WATER OPERATING FUND	11.28
194263	2212	AKA DIRECT INC	50-WATER OPERATING FUND	1,608.90
194268	2700	PORTLAND ENGINEERING INC	50-WATER OPERATING FUND	6,279.45
194281	4609	LADYBUG THEATER INC	50-WATER OPERATING FUND	780.00
194283	4898	TONYA BILDERBECK	50-WATER OPERATING FUND	30.07
194312	8262	ASHTON TENLY CO	50-WATER OPERATING FUND	16.76
194313	8263	BUENA VISTA CUSTOM HOMES	50-WATER OPERATING FUND	15.99
194322	8274	KEVIN KVARNSTROM	50-WATER OPERATING FUND	50.00
194323	8275	RUTH MARTENS	50-WATER OPERATING FUND	50.00
194324	8276	CHUCK MITCHELL	50-WATER OPERATING FUND	50.00
194325	8277	CLYDE JONES	50-WATER OPERATING FUND	50.00
194326	8278	SOPHIA LEE	50-WATER OPERATING FUND	50.00
194327	8279	MIA BUSH	50-WATER OPERATING FUND	50.00
194328	8280	PEDERSEN & SULLIVAN CONSTRUCTION	50-WATER OPERATING FUND	108.47-
194337	8291	CANBY EXCAVATING INC	18-FUNDED DEPRECIATION FUND -WATER	73,645.92
194346	10955	AWWA NW ORE SUB-SECTION	50-WATER OPERATING FUND	160.00
194347	10999	ALEXIN ANALYTICAL LABORATORIES INC	50-WATER OPERATING FUND	5,118.00
194353	15400	BIO-TEST REVIEW SERVICES	50-WATER OPERATING FUND	68.00
194355	18614	BRUCE CHEVROLET GEO (DBA)	50-WATER OPERATING FUND	19,983.28
194362	22376	CITY OF HILLSBORO UTIL COMM	50-WATER OPERATING FUND	241.26
194379	32550	FERGUSON ENTERPRISES INC NW	50-WATER OPERATING FUND	770.04
194380	32555	FERGUSON WATERWORKS	50-WATER OPERATING FUND	1,087.00
194389	38580	GRABHORN INC	50-WATER OPERATING FUND	78.00
194408	58410	LUCILLE'S THE TOOL STORE	50-WATER OPERATING FUND	163.25

Schedule B

CONTRACT INPUT FORM

Official Use Only

Contract No: 2006-07-150 **Resolution No:** 2216 **Resolution Date:** 7/3/2007

Type of Contract: Construction Contract **Contract Subtype:**

Contract Name: Rood Bridge Park Woodland Pond Pavillion Project

Contract Description: Construction will be done over a period of 70 days to build a Pavilion in Rood Bridge Park for the Woodland Pond.

Contract With: Spring Hill Construction **Contract No:** 2006-07-150

City Dept(s): Parks & Recreation **City Contact:** Justin Patterson

Total Cost: **City Funding Source:** SDC

2A

CITY OF HILLSBORO

Public Works Department, Engineering Division

Date: July 3, 2007

To: Mayor and City Council

From: Tom Arnold, Project Manager

Subject: Appointment of Transportation Funding Task Force Members

The Public Works Department is proud to announce the ten members who have volunteered their time and effort to serve on a Transportation Funding Task Force. The Task Force will consider matters pertaining to the formation and structure of a transportation utility fee and will make a recommendation to City Council on how best to implement it. The committee represents the residential, commercial, industrial and institutional sectors of the community. The Task Force membership is proposed as follows:

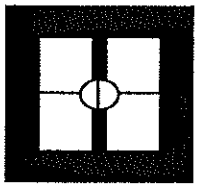
1.	Chuck Cooney	Lexington Village HOA
2.	Kimberly Culbertson	Heart of Hillsboro
3.	Dan Floyd	NW Grocery Association
4.	Jim Frost	S. Hillsboro/Edwards Meadows
5.	Darlene Greene	Hillsboro Budget Committee
6.	Steve Krautscheid	Tuality Healthcare
7.	Tammy LaBeck	Sewell Station HOA
8.	Deanna Palm	Hillsboro Chamber of Commerce
9.	Carlos Perez	Hillsboro School District
10.	Jonathan Williams	Intel Corporation

150 E. Main Street, Fourth Floor
Hillsboro, Oregon 97123

Office: 681-6146
Fax: 681-6245

4A

CITY OF HILLSBORO



MEMORANDUM

DATE: July 3, 2007

TO: Mayor and City Council

FROM: Amy Heinlen, Human Resources Director

RE: Requested Action on City Manager Recruitment

Staff is requesting that the Mayor and City Council, acting in its capacity as the body to appoint a new City Manager, make decisions regarding the recruitment process. Specifically, staff needs Council to adopt the hiring standards, procedures, criteria and policy directives that were discussed in today's work session, July 3, 2007. Handouts were provided in the work session.

BACKGROUND INFORMATION;

At the council meeting on May 8, 2007, the Mayor and City Council awarded the contract for recruiting services for the City Manager position to Alliance Resources Consulting. At the Work Session on June 19, 2007, Eric Middleton from Alliance, in conjunction with the City Attorney and Human Resources Director, provided some options for Council to consider. Staff has outlined the options and steps in the recruitment process for Council's consideration. The City has advertised the City Manager vacancy and has provided the public with the opportunity to comment on the employment procedures and hiring standards, criteria and policy directives.

REQUESTED CITY COUNCIL ACTION:

Staff is requesting that the Mayor and City Council, acting in its capacity as the body to appoint a new City Manager, make decisions regarding the recruitment process. Specifically, staff needs Council to adopt the hiring standards, procedures, criteria and policy directives that were discussed in today's work session, July 3, 2007. Handouts were provided in the work session.

CITY OF HILLSBORO

June 28, 2007

STAFF REPORT

TO: City Council

FROM: Planning Department

RE: Request for Street Name Change –
File No. SN 1-07: NW Hornecker Road to NW Connell Avenue

BACKGROUND

In February, 2006, Washington County transferred jurisdiction of a portion of NW Hornecker Road to the City of Hillsboro. The identification of the right-of-way as NW Hornecker Road is inconsistent with the City's street naming system.

City staff is requesting that the street segment, as shown on the attached map, be renamed NW Connell Avenue. Renaming the street NW Connell Avenue will increase safety and make the City's street grid more consistent. Staff would note that this change would affect one property owner who is currently addressed on NW Hornecker Road and appropriate actions would be taken to transition this address to NW Connell Avenue.

On May 23, 2007, the Planning Commission reviewed a request from City Staff to rename the street segment, as shown on the attached map, as NW Connell Avenue.

REQUEST

ORS 227.120 sets forth the procedure and approval process for naming or renaming streets. The procedure requires a recommendation from the Planning Commission to the City Council for the renaming of any existing street, highway, or road, other than a County road. Upon receiving the Commission's recommendation, the Council is then required to schedule a public hearing to consider the matter. The Council set the hearing date on this matter and subsequently staff provided notice as required. No written testimony has been received as of the date of this report.

Planning Department • 150 East Main Street, Fourth Floor, Hillsboro, Oregon 97123-4028 • 503/681-6153 • FAX 503/681-6245
AN EQUAL OPPORTUNITY EMPLOYER PRINTED ON RECYCLED PAPER

Pursuant to ORS 227.120, the Planning Staff requests that the Council open the public hearing on the proposed street name change and accept any testimony presented. Should the Council choose to approve the requested street name change, a draft ordinance adopting the street name is attached for the Council members' review.

Respectfully submitted,

CITY OF HILLSBORO PLANNING DEPARTMENT

R. Brett Estes, AICP
Planning Supervisor

Attachments: PC Resolution No. 1614-P
Draft City Council Ordinance
Exhibit A: Vicinity Map

PLANNING COMMISSION

RESOLUTION NO. 1614-P
SN 1-07: NW HORNECKER RD TO NW CONNELL AVE

A RESOLUTION TO THE CITY COUNCIL RECOMMENDING THAT A PORTION OF NW HORNECKER ROAD BE RENAMED TO NW CONNELL AVENUE.

WHEREAS, the jurisdiction of a section of right-of-way was transferred from Washington County to the City of Hillsboro, and

WHEREAS, the identification of the right-of-way as NW Hornecker Road is inconsistent with the City's street naming system, and

WHEREAS, ORS 227.120 sets forth the procedure for naming and renaming streets and requires the Planning Commission to forward a recommendation to the City Council to hold a public hearing on the proposed street name, and

WHEREAS, naming the street segment, north of NW Treehaven Drive and south of NW Cory Street and NW 9th Avenue would alleviate potential confusion and provide better emergency service, and

WHEREAS, the Planning Commission considered this matter on May 23, 2007, and supports the proposed street name change as acceptable and appropriate.

NOW, THEREFORE BE IT RESOLVED by the City of Hillsboro Planning Commission that the Commission by and through this resolution hereby recommends that the City Council schedule a public hearing, at a time the Council deems appropriate, to consider naming the street segment identified on Exhibit A as NW Connell Avenue.

Introduced and passed this 23rd day of May, 2007.

President

ATTEST:
Secretary

ORDINANCE NO._____
SN 1-07: NW HORNECKER ROAD TO NW CONNELL AVENUE

AN ORDINANCE RENAMING A SEGMENT OF NW HORNECKER ROAD TO NW CONNELL AVENUE

WHEREAS, the jurisdiction of a section of right-of-way was transferred from Washington County to the City of Hillsboro, and

WHEREAS, the identification of the right-of-way as NW Hornecker Road is inconsistent with the City's street naming system, and

WHEREAS, naming the street segment, north of NW Treehaven Drive and south of NW Cory Street and NW 9th Avenue would alleviate potential confusion and provide better emergency service, and

WHEREAS, ORS 227.120 sets forth the procedure for naming and renaming streets and requires the Planning Commission to forward a recommendation to the City Council to hold a public hearing on the proposed street name, and

WHEREAS, the Planning Commission considered this matter on May 23, 2007, and adopted Resolution No. 1614-P recommending to the City Council that the Council approve the street name change, and

WHEREAS, pursuant to ORS 227.120 the City Council held a public hearing to consider the recommendation on July 3, 2007, and voted to adopt the Planning Commission's recommendation on this matter.

NOW, THEREFORE, THE CITY OF HILLSBORO DOES ORDAIN AS FOLLOWS:

Section 1. The street segment, as shown on Exhibit A, shall be renamed NW Connell Avenue.

Section 2. The City Planning Director is hereby instructed to amend the official City maps to reflect the changes in the street names and to notify all pertinent parties and units of government of the change in the street name.

Passed by the Council this 3rd day of July, 2007.

Approved by the Mayor this 3rd day of July, 2007.

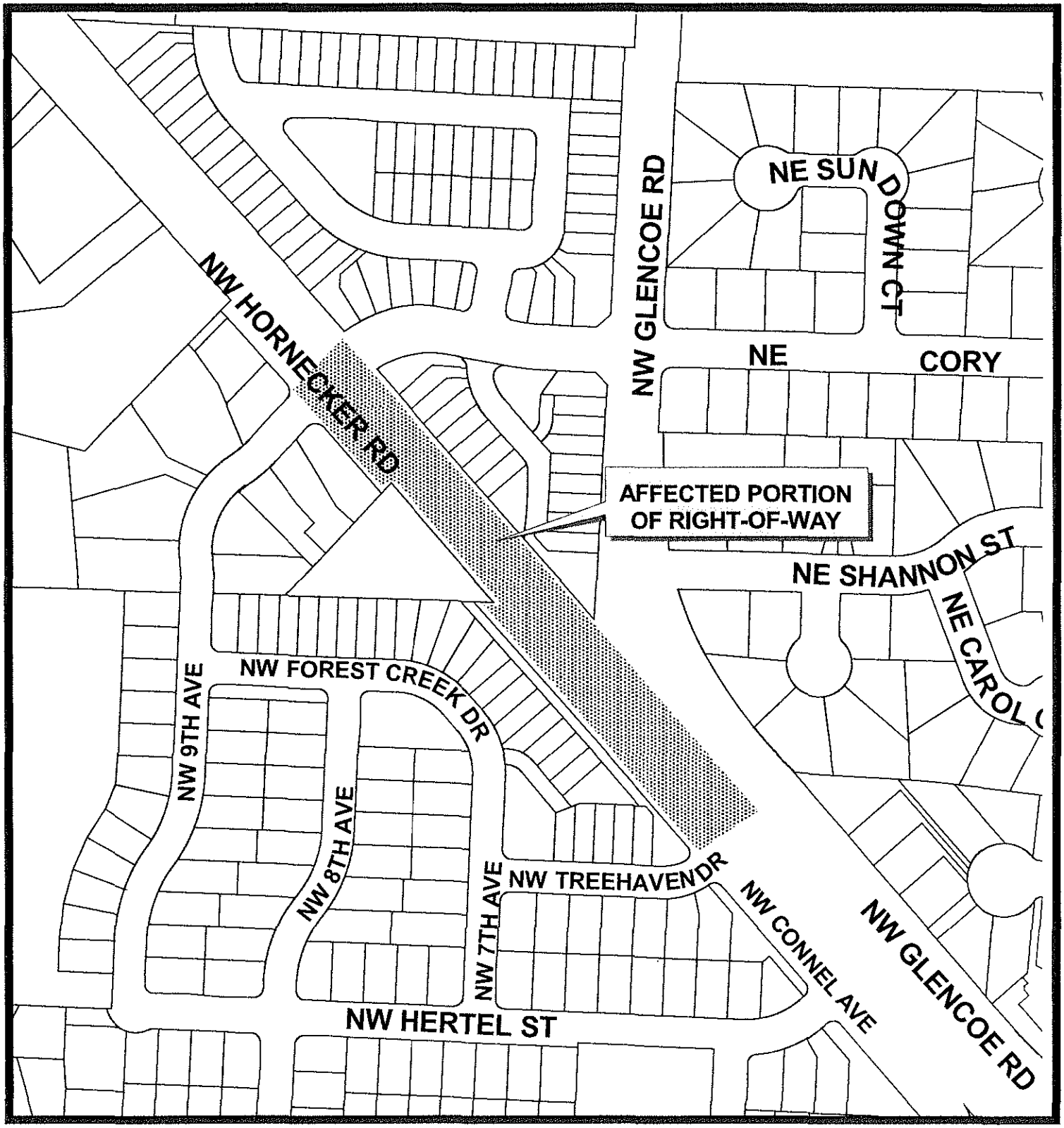
_____
Mayor

ATTEST: _____
City Recorder

EXHIBIT A

SN 1-07

NW HORNECKER RD TO NW CONNELL AVE



CITY OF HILLSBORO

40

Public Works Department, Engineering Division

July 3, 2007

To: Mayor and City Council

From: Tina Bailey, Project Manager

Re: VAC 07-02, SW 239th Avenue Roadway Vacation

On June 6, 2007 a petition was presented to the City Council requesting the vacation of SW 239th Avenue from Davis Road north to its terminus. As a result of the petition, Council scheduled the public hearing on this matter for this date. Notice of the proposed vacation was circulated to property owners within the consent zone, utility companies, public agencies, and City of Hillsboro department managers.

The following comments have been received with regards to the proposed vacation:

Franchised Utility Review

- **MCI:**
  Has responded indicating that they have no facilities within the proposed vacation.

Public Agency Review

- **Clean Water Services:**
  Has responded indicating they have concerns regarding the proposed vacation.

City Departmental Review

- **Public Works Department:**
  Has responded indicating they have no comments or concerns regarding the proposed vacation.
- **Planning Department:**
  Has responded indicating they have no comments or concerns regarding the proposed vacation.
- **Administration:**
  Has responded indicating they have no comments or concerns regarding the proposed vacation.

150 E. Main Street, Fourth Floor
Hillsboro, Oregon 97123-3999

Office: 681-6146
Fax: 681-6245

Discussion and Recommendation:

Engineering review has resulted in the following findings:

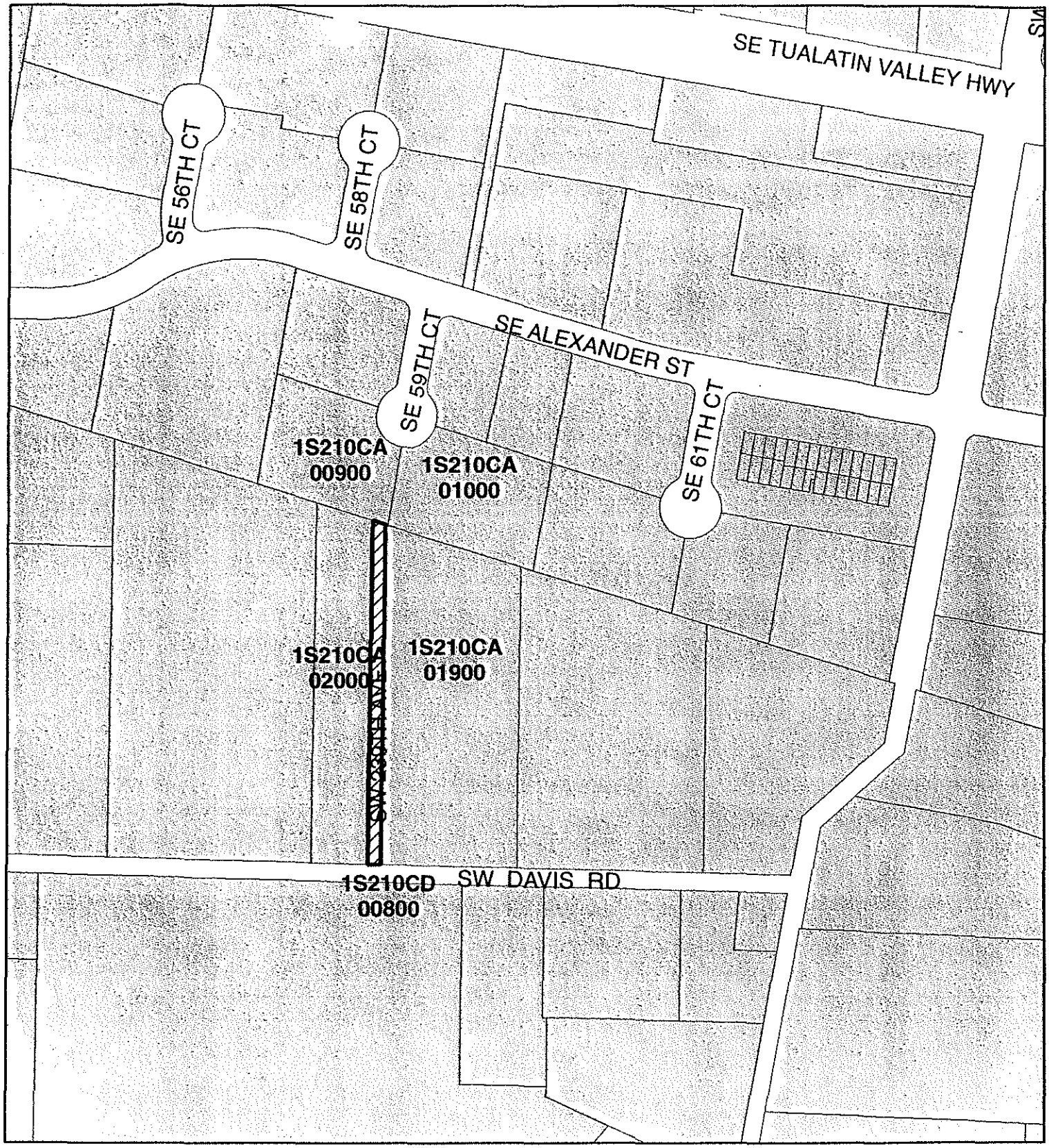
1. Based on current record, no public or franchised utilities exist within the proposed vacation.

2. Petitioner has submitted the written consent of the owners of a majority of the real property fronting on both sides of the proposed street vacation, and on an extension thereof, one hundred feet in both directions, as required by Section 164 of the Amended Charter.

3. The interest of the public would not be prejudiced by the vacation of the street as requested by the petitioner.

Approval of the petition is recommended.

Attachments: Ordinance
Map



VAC 07-02: SW 239TH AVE VACATION

Legend

Proposed Vacation

N

1 inch equals 300 feet

CITY OF HILLSBORO

6A

June 28, 2007

STAFF REPORT

TO: City Council

FROM: Planning Department

RE: Request for Approval of a Zone Change - ZC 4-07: Willamette Dental

REQUEST

Attached are materials relating to an owner-initiated zone change from SCI (Station Community Industrial) to SCBP (Station Community Business Park). The site serves as the headquarters and warehouse for Willamette Dental. Should the zone change be approved, approximately 4,000 square feet of the existing structure already occupied by Willamette Dental would be able to be converted to a dental clinic.

The site proposed for the zone change is generally located south of NE Campus Way, west of NE 71st Avenue (an unimproved right-of-way), north of NE Cherry Drive, and east of NW 229th Avenue. The property is specifically identified as Tax Lot 3700 on Washington County Tax Map 1N2-35BB and is addressed as 6950 NE Campus Way.

The staff report prepared for the Planning and Zoning Hearings Board (PZHB) and dated April 26, 2007 is attached for your review. The PZHB has recommended approval of the proposed zone change with two conditions. Hearings Board Opinion No. 1643, dated May 30, 2007, is attached.

A proposed ordinance has also been attached for your consideration.

Please retain these materials until a final action has been taken on this matter. If you have any questions, please contact the Planning Department at (503) 681-6153.

Respectfully submitted,

HILLSBORO PLANNING DEPARTMENT

R. Brett Estes, AICP
Planning Supervisor

Attachments: Draft Ordinance
Hearings Board Opinion No. 1643
Staff report and maps

ORDINANCE NO. _____

ZC 4-07: WILLAMETTE DENTAL

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP, A PORTION OF HILLSBORO ZONING ORDINANCE NO. 1945, AS AMENDED, BY CHANGING THE ZONING OF A TRACT OF PROPERTY FROM SCI (STATION COMMUNITY INDUSTRIAL) TO SCBP (STATION COMMUNITY BUSINESS PARK).

WHEREAS, the City of Hillsboro Planning and Zoning Hearings Board held a public hearing on the proposed zone change on May 2, 2007, and voted to recommend to the City Council that the subject zone change be granted, based on the findings adopted by the Board as Opinion No. 1643, dated May 30, 2007, and

WHEREAS, the City Council hereby adopts the findings of the Planning and Zoning Hearings Board as its own in regard to this matter, and

WHEREAS, based on those findings, the City Council hereby determines that the zone change conforms with the Hillsboro Comprehensive Plan and Zoning Ordinance, and the particular zone recommended is the best and only zone suited for the subject site.

NOW, THEREFORE, THE CITY OF HILLSBORO DOES ORDAIN AS FOLLOWS:

Section 1. The following described tract of land is hereby rezoned from SCI (Station Community Industrial) to SCBP (Station Community Business Park):

Tax Lot 3700 on Washington County Tax Map 1N2-35BB, Section 35, Township 1 North, Range 2 West, Willamette Meridian, on record as of May 19, 2004, a copy of which is attached hereto and thereby made a part of this Ordinance.

Section 2. Approval of this zone change is subject to the following conditions:

1. The uses on TL 3700 (Tax Map 1N2-35BB) collectively shall generate no more than 93 p.m. peak hour vehicle trips, as predicted by the latest version of the ITE Trip Generation Manual. Compliance with this maximum trip generation limit shall be reviewed and confirmed as part of every building permit application for tenant improvements and every land use permit or development proposal on this property. Additionally, parking demand shall be reviewed as part of every building permit application for tenant improvements and compared with available on-site parking capacity. If p.m. peak hour trip generation exceeds 93 vehicle trips (total for the property) or the parking demand is predicted to exceed the number of available on-site spaces, the permit (including building permits) shall be denied or conditioned to ensure that the trip generation and parking capacity limits are not exceeded.

2. If any future redevelopment or change in use of the site qualifies as a land use action as defined in Implementation Measure B of the

Transportation Plan, the City may require the property owner(s) to construct road improvements to NE Cherry Drive as determined appropriate by the City Engineer.

Section 3. The City Planning Director is hereby instructed to cause the official zoning map, a part of Ordinance No. 1945, to be amended to include the zone change set forth in Section 1 hereof.

Section 4. Except as herein amended, Zoning Ordinance No. 1945, as amended, shall remain in full force and effect.

Passed by the Council this 3rd day of July, 2007.

Approved by the Mayor this 3rd day of July, 2007.

_____
Mayor

ATTEST: _____
City Recorder

BEFORE THE PLANNING AND ZONING HEARINGS BOARD FOR THE CITY OF HILLSBORO, OREGON

In the matter of an application for a zone change from SCI Station Community Industrial to SCBP Station Community Business Park for a 3.64-acre site proposed for dental clinic in the City of Hillsboro.	**City File No. ZC 4-07** **(Willamette Dental)** **Opinion No.** 1643

I. Summary:

This Opinion is the decision of the Planning and Zoning Hearings Board approving with conditions this application for a zone change for a 3.64-acre site from SCI Station Community Industrial to SCBP Station Community Business Park to provide for a dental clinic, on the express condition that no use, tenant or combination of tenants and uses on this site may generate more than 93 p.m. peak vehicle trips. This determination shall be made, and trip generation evaluated, prior to the issuance of all building permits on this site. This decision is based on the April 26, 2007 Staff Report, as supplemented by the Findings of Fact, Conclusions of Law and conditions of approval set forth below.

II. Subject Property, Proposal and Applicant:

The land subject to this zone change application is a single lot generally located south of NE Campus Way, west of NE 71st Avenue, north of NE Cherry Drive and east of NW 229th Avenue (TL 3700 on Map 1N2-35BB), with a street address of 6950 NE Campus Way. The property is currently zoned SCI Station Community Industrial and has a Station Community Planning Area (SCPA) Comprehensive Plan designation. The site is developed with a single 45,000 sf flex space building used by the applicant (Willamette Dental) for storage and for its company headquarters. The objective of this proposal is to convert part of the existing building (the applicant suggests 4,000 sf) to a dental clinic to be used primarily for training purposes. The proposal, however, seeks a zone change for the entire property, with no specific size or location for the dental clinic within the building. Medical and dental clinics are permitted uses in the City's SCBP zone. Of the 14 zones that implement the SCPA Comprehensive Plan designation, only the SCBP and SCRP zones allow dental clinics. For a number of reasons discussed in the applicant's narrative, the SCRP (Station Community Research Park) zone is not appropriate for this site or use.

The only limitation suggested for the size or location of the proposed dental clinic space, or for that matter the only limitation proposed for use of the entire property or the existing building, is a limitation on over-all p.m. peak hour vehicle trip generation from the site that is low enough to ensure compliance with Transportation Planning Rule. The Transportation Planning Rule imposes the following relevant requirements on zone changes such as this one:

> *(1) Where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures as provided in section (2) of this rule to assure that*

allowed land uses are consistent with the identified function, capacity, and performance standards (e.g. level of service, volume to capacity ratio, etc.) of the facility. A plan or land use regulation amendment significantly affects a transportation facility if it would:

(a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);

(b) Change standards implementing a functional classification system; or

(c) As measured at the end of the planning period identified in the adopted transportation system plan:

(A) Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;

(B) Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP or comprehensive plan; or

(C) Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or comprehensive plan.

(2) Where a local government determines that there would be a significant effect, compliance with section (1) shall be accomplished through one or a combination of the following:

(a) Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.

(b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of this division; such amendments shall include a funding plan or mechanism consistent with section (4) or include an amendment to the transportation finance plan so that the facility, improvement, or service will be provided by the end of the planning period.

(c) Altering land use designations, densities, or design requirements to reduce demand for automobile travel and meet travel needs through other modes.

(d) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.

(e) Providing other measures as a condition of development or through a development agreement or similar funding method, including transportation system management measures, demand management or minor transportation improvements. Local governments shall as part of the amendment specify when measures or improvements provided pursuant to this subsection will be provided.

OAR 660-012-0060

According to the Traffic Impact Analysis (TIA) provided with this proposal, as verified by the City's transportation engineer, the limiting factor on the intensity of use of this site is the p.m. peak hour capacity of several near-by intersections.

According to the applicant's TIA, so long as this site generates no more than 93 p.m. peak hour vehicle trips, the net effect on the adjacent impacted intersections will be no greater than could occur under the existing zoning, in which case this zone change would not violate the Transportation Planning Rule. The applicant suggests a condition of approval that requires the City to monitor and enforce this trip generation limit whenever a building permit for tenant improvements or a land use development permit is sought. According to this suggestion, trip generation for the entire site would be calculated each time a building permit or development application is submitted to ensure that the total p.m. peak hour trip generation for the site does not exceed 93 trips.

Medical and dental clinics appear to be the most intensive uses allowed in the City's SCBP zone in terms of traffic generation. According to the applicant, and as confirmed by the City's transportation engineer at the hearing, conversion of the entire 45,000 sf building to dental clinic would exceed the 93 p.m. peak hour trip generation limit (generating about 151 p.m. peak hour trips). According to the applicant, if as much as 15,000 sf of the building were devoted to a dental clinic, 32,000 sf to office use, and 13,000 sf to warehouse, theoretically the total trip generation for the entire site would not exceed the 93 p.m. peak hour trip limitation and therefore not violate the Transportation Planning Rule. According to the applicant, this indicates a substantial and safe buffer in the affected intersections that could accommodate an intensification of use at this site before there would be a Transportation Planning Rule problem, *i.e.*, before the predicted trip generation from this site would exceed the capacity of any affected intersections.

III. <u>Local Procedure and Applicable Law</u>:

The City duly noticed and held a public hearing on this application on May 2, 2007 before the Planning and Zoning Hearings Board (the Board), consisting of Chairman Daniel Kearns and members Brenda Gustafson and Walter Hellman. At the commencement of the hearing, the Chairman made the procedural statements required by ORS 197.763 (5) and (6) and 197.796. No member of the Board had any ex parte contacts, conflicts of interest or biases to report. There were no procedural objections or objections to the participation of any member of the Board in this matter, and no person requested a continuance or that the record be kept open. The Staff Report listed the approval criteria, which were recited by City Planner Genny Bond during the hearing, and recommended 2 conditions of approval. The applicable approval criteria are set forth in Section 114(2), governing zone changes, which requires the applicant to demonstrate compliance with all of the following:

1. *The request must conform with the Hillsboro Comprehensive Plan and Zoning Ordinance;*

2. *Where more than one designation is available to implement the Comprehensive Plan designation (e.g., R-7 vs. R-10), the applicant must justify the particular zoning being sought and show that it is best suited for the specific site, based upon specific policies of the Hillsboro Comprehensive Plan.*

Additionally, the following Comprehensive Plan goals and policies have been implicated as applicable approval standards in this matter: Urbanization Implementation Measures A(1-6), J, Economy Goals A-E, Economy Policy B, Public Services and Facilities Goals A-E, Public Services and Facilities Policy D, Transportation Implementation Measure C3, and the Station Community Planning Area Goal.

IV. Summary of the Proceeding and the Record:

The subject site, surrounding area and availability of transportation and public utilities are described in the Staff Report, and these sections are adopted and incorporated herein by the Board. The applicant was represented at the hearing by Michael Goetze, Willamette Dental Director of Support Services, Michael Robinson, attorney with Perkins Coie, Marty Stiven, land use planner, and Michael Ard, transportation engineer with Lancaster Engineering. Mr. Robinson expressed the applicant's agreement with staff's proposed conditions of approval, and he explained the rationale for the condition limiting the site to a maximum of 93 p.m. peak hour vehicle trips. No one else requested the opportunity to testify on this matter, and the Board closed the record at the conclusion of the May 2nd hearing. The record contains the application and supporting materials, the April 26, 2007 staff report and an audio recording of the May 2, 2007 hearing.

V. Discussion, Conclusion and Decision:

The Board concludes that the application adequately responds to and addresses each of the approval criteria, based on the applicant's narrative, the site plan, and staff report in the record. The Board adopts and incorporates herein the Discussion section of the April 26, 2007 staff report and adopts as its own the applicant's narrative addressing the zone change criteria, including the applicable comprehensive plan goals and policies. With regard to compliance with the Transportation Planning Rule and staff's proposed Condition 1, the Board agrees that the City will be required to monitor compliance with the 93 p.m. peak hour vehicle trip maximum and require this and all subsequent tenants of the site to provide a trip generation analysis for the entire site every time building, land use or development permit applications are submitted. In particular, the permit applicant must clearly identify the tenant or use and the amount of square footage devoted to that use. From this, the applicant must also provide documentation about the predicted trip generation (especially the p.m. peak hour trip generation) for the new tenant/use and the site as a whole based on the then-current version of the ITE Trip Generation Manual. Parking demand and available on-site parking capacity shall also be documented and reviewed as part of every building permit application.

On this basis, the Board concludes that the application meets all of the applicable approval criteria, and it is hereby approved subject to the following conditions:

1. The uses on TL 3700 (map 1N2-35BB) collectively shall generate no more than 93 p.m. peak hour vehicle trips, as predicted by the latest version of the ITE Trip Generation Manual. Compliance with this maximum trip generation limit shall be reviewed and confirmed as part of every building permit application for tenant improvements and every land use permit or development proposal on this property. Additionally, parking demand shall be reviewed as part of every building permit application for tenant improvements and compared with available on-site parking capacity. If p.m. peak hour trip generation exceeds 93 vehicle trips (total for the property) or the parking demand is predicted to exceed the number of available on-site spaces, the permit (including building permits) shall be denied or conditioned to ensure that the trip generation and parking capacity limits are not exceeded.

2. If any future redevelopment or change in use of the site qualifies as a land use action as defined in Implementation Measure B of the Transportation Plan, the City may require the property owner(s) to construct road improvements to NE Cherry Drive as determined appropriate by the City Engineer.

Date of Decision: May 30, 2007.

PLANNING AND ZONING HEARINGS BOARD

By: _____
Daniel Kearns, Chairman

Board Member Action:	Agree/Object	Date:
Brenda Gustafson	Agree	5/30/07
Walter Hellman	Agree	5/22/07

CITY OF HILLSBORO

April 26, 2007

STAFF REPORT

TO: Planning and Zoning Hearings Board

FROM: Planning Department

RE: Request for Approval of a Zone Change - ZC 4-07: Willamette Dental

REQUEST

The applicant, Mike Goetze of Willamette Dental, requests a zone change from Station Community Industrial (SCI) to Station Community Business Park (SCBP) on a property approximately 3.64 acres in size. The property is designated SCPA Station Community Planning Area on the City's Comprehensive Plan land use map. The subject site serves as the headquarters and warehouse for Willamette Dental. The purpose of the zone change is to allow approximately 4,000 square feet of the structure already occupied by Willamette Dental, to be converted to a dental clinic for training purposes.

SITE DESCRIPTION

The site proposed for the zone change is generally located south of NE Campus Way, west of NE 71st Avenue (an unimproved right-of-way), north of NE Cherry Drive, and east of NW 229th Avenue. The property can be specifically identified as Tax Lot 3700 on Washington County Tax Map 1N2-35BB and is addressed as 6950 NE Campus Way.

The site is developed with a 45,000 square foot warehouse type structure which was constructed in 1996-1998. The building's front entrance is at the north façade, and the rear and delivery entrances are at the south façade. Site access is provided via two existing driveways on Campus Way. The site has housed the headquarters and warehouse for Willamette Dental since 2006. The site is improved with landscaping at the perimeter and around the building, and with paved off-street parking. The south edge of the site has a landscaped berm which provides a buffer to NE Cherry Drive. With the exception of the berm the site is essentially flat.

NE Cherry Drive is classified as a three-lane Collector and NE Campus Way is classified as a Local Street on the Hillsboro Transportation System Plan (TSP) Functional Classification Plan Map.

The City of Hillsboro Goal 5 Significant Natural Resources Inventory identifies no Significant Natural Resources and/or associated Impact Areas on the site. The Clean Water Services (CWS) Sensitive Areas Pre-Screen Map indicates no sensitive areas on or near the site (see attached map).

DESCRIPTION OF SURROUNDING AREA

Area	Plan	Zoning	Land Uses
North	SCPA	Station Community Residential – Medium Density (SCR-MD)	Vacant Farmland/Future Elementary School #26
South	SCPA	Station Community Residential – Medium Density (SCR-MD)	Single-family attached residential
		Station Community Residential – Village (SCR-V)	Historic Residence/Vacant
East	SCPA	Station Community Business Park (SCBP)	Undeveloped portion of Synopsys campus
West	SCPA	Station Community Industrial (SCI)	Business Park

PUBLIC UTILITIES

Service	Provider	Size	Location	Distance from site
Water	City	12"	NE Campus Way	Adjacent (North)
		12"	Synopsys campus	Adjacent (East)
		12"	NE Cherry Drive	Adjacent (South)
Sanitary Sewer	City	12"	NE Campus Way	Adjacent (North)
Storm Drain	City	15"	NE Campus Way	Adjacent (North)
		12"	NE Cherry Drive	Adjacent (South)

TRANSPORTATION FACILITIES

Streets	Existing		Plan Designated	
	R-O-W	Improvement	*R-O-W	Improvement
NE Cherry Drive	70' - 50' +/1	40'+/-	70'	46'
NE Campus Way	60'	37'+/-	60'	38'

Sidewalk Improvements	Existing	Plan Designated
NE Cherry Drive	None	5-foot
NE Campus Way	5-foot	5-foot

Mass Transit	Bus Route	Distance to Site
Transit	#47	Approx. 820 feet west near Campus Way/231st Ave intersection
Light Rail Transit (LRT)	Orenco/231st Avenue Station	The LRT station is located approximately 0.25 mile southwest.

Bicycle Lane	Existing	Plan Designated
NE Cherry Drive	6-foot	6-foot
NE Campus Way	None	None

* The street right-of-way and improvement width is specified in Section 137.XVI.B.1.a of the Hillsboro Zoning Ordinance.

APPLICABLE PLAN POLICIES

Section 2 Urbanization Implementation Measure (IV)(A)(1). Urban services necessary for development include adequate water, sewer, and fire protection. The documentation of the availability of these needed services must be current.

Section 2 Urbanization Implementation Measure (IV)(A)(2). Whenever feasible, the installation of sewage trunk lines shall occur prior to the development of the affected urban area.

Section 2 Urbanization Implementation Measure (IV)(A)(3). Public streets, new or existing, which are proposed for access to a particular site proposed for development, shall be developed in accordance with the transportation element of the Comprehensive Plan.

Section 2 Urbanization Implementation Measure (IV)(A)(4). Other essential services, including school districts, Police or Sheriff's Department, water districts, and transit agency, must be proven to be available to a proposed development within five years of a development approval.

Section 2 Urbanization Implementation Measure (IV)(A)(5). The infill of vacant, bypassed lands, between areas of development, at an urban level, shall be encouraged. Appropriate measures shall be taken to insure that new development in infill areas is compatible with existing developed areas. The City will support a proposed annexation of infill areas and allow subsequent development to occur under the clear and objective standards in its implementing ordinances, including the Zoning and Subdivision ordinances.

Section 2 Urbanization Implementation Measure (IV)(A)(6). Station Community Planning Areas shall be used as a tool to focus higher densities and transit supportive mixed use developments around light rail transit stations and encourage transit, walking and bicycle use. Key components of Station Community Planning Areas include:

(a) A pedestrian orientation;
(b) Increased intensity of certain land uses;
(c) Public amenities, including pedestrian spaces and community facilities;
(d) Multi-modal circulation linkages and;
(e) Convenient access to light rail stations.

Section 2 Urbanization Implementation Measure (J). Land uses identified by the Comprehensive Plan Land Use Map have been determined to be the most suitable needed by the City. To meet the burden of proof for a proposed zone change, it is both necessary and sufficient to show that the proposed zone is consistent with and represents the highest use allowed by the Comprehensive Plan Land Use Map, and in the case of zone changes in residential areas, the proposed zone shall allow development of housing at a density within the range designated by the Land Use Map. In addition, the City may attach clear and objective conditions to the zone change provided such conditions are consistent with the Comprehensive Plan, the Zoning Ordinance, and other rules and policies regulating development in the City.

Section 10 (I) Goals (A). Expand, improve and diversify the economy of the planning area.

Section 10 (I) Goals (B). Provide local employment opportunities for area residents.

Section 10 (I) Goals (C). Conserve energy by lowering commuting distance.

Section 10 (I) Goals (D). Increase and expand the economic base, tax base and economic independence of the area.

Section 10 (I) Goals (E). Provide choice in the purchase of goods and services available to the public.

Section 10 (III) Policies (B). Industrial land use. Industry in Hillsboro was located primarily south and west of the central business district in an area bounded by the Oregon Electric and Southern Pacific Rail lines. This area was laid out in urban lots within the usual street grid system, with existing industry being interspersed with both residential dwelling and commercial establishments. This has made expansion of existing industry and establishment of new industry difficult and prevents efficient industrial development patterns from occurring in this area. In addition, industrial use west of the central business district detracts from the visual appearance of retail areas and inhibits business expansions in this direction. Therefore, if Hillsboro is to become economically less dependent on Portland and other cities, then sufficient land must be designated industrial in other parts of the Hillsboro Planning Area and sufficient

public facilities and services made available to attract industry and allow for the development of efficient industrial land use patterns.

Section 10 (II1) Policies (B) (2). Sufficient land shall be designated industrial on the Comprehensive Plan Map to:

(a) Attract and accommodate both labor intensive and land intensive industrial activities.

(b) Provide areas for different types of industrial developments.

(c) Develop a diverse industrial base offering an increasing number of employment opportunities.

(d) Decrease the property tax burden on residential property.

Section 12 Public Facilities and Services Goals:

(A) Provide public facilities and services in an orderly and efficient manner consistent with the expansion of urbanization into rural areas.

(B) Utilize the availability of public facilities and services as a tool for guiding urbanization with the Hillsboro Planning Area.

(C) Provide a safe and healthy living environment.

(D) Provide that existing land uses are and will continue to be supported by needed public facilities and services.

(E) Provide that future development is appropriately guided and supported by the provision of public facilities and services in a timely, orderly, and efficient manner.

Section 12 Public Facilities and Services Policy (D). Public facilities and services shall be provided at a level sufficient to create and maintain an adequate supply of housing and service an increasing level of commercial and industrial activity.

Section 13 Transportation – Implementation Measure (C)(3). Implement City Station Community Planning Areas in ways that encourage the location of the highest land use densities and mixed uses near the best transit service.

Section 15 (1) Goal. To provide for higher density mixed use development in Station Community Planning Areas, thereby reinforcing and encouraging use of public transit and supporting the public investment in Light Rail Transit.

The applicant's findings in response to the above goals and policies are found in pages 12-22 of the application narrative.

APPROVAL CRITERIA

Zoning Ordinance No. 1945, Section 114 (2) specifies the approval criteria for a proposed zone change as follows:

(2) Before the Hearings Board grants a zone change, they shall require that the applicant demonstrate compliance with the following criteria:

a. That the request must conform with the Hillsboro Comprehensive Plan and this Ordinance;

b. That, where more than one designation is available to implement the Comprehensive Plan designation (e.g. R-7 vs. R-10), the applicant must justify the particular zoning being sought and show that it is best suited for the specific site, based upon specific policies of the Hillsboro Comprehensive Plan.

Section 114(1) of the Zoning Ordinance lists conditions that may be attached to a zone change approval:

(1) Amendment of this Ordinance by amending the zoning map may be contingent upon compliance with conditions found necessary to accomplish the purposes of this Ordinance and implement the goals and policies of the Hillsboro Comprehensive Plan. To that purpose, any of the following conditions, stipulations or limitations may be attached to a zone change approval:

a. Street improvements within/abutting the development
b. Street dedication within and/or abutting the development
c. Joint use/access agreement
d. Improvement agreements for the installation of necessary on-site public facilities
e. Utility easements
f. Landscaping
g. Off-street parking
h. Storm drainage improvements
i. Off-site public improvements when the rezoning and subsequent development will contribute significantly to the need for such off-site improvements
j. Development Review approval by the Planning Commission; for projects in zones or locations for which development requirements and design standards are specified in the Zoning Ordinance
k. Screening, fencing
l. Limiting access
m. Surety/performance bonds
n. Non-remonstrance clause

The applicant's narrative and plan set is attached for the Board's review.

APPLICABLE STATION COMMUNITY PLANNING AREA LAND USE DISTRICTS

There are 14 zones which can implement the Station Community Planning Area (SCPA) plan designation. Tables 1, 2 and 3 of Section 136.IV. (attached) list uses which are permitted or which may be allowed conditionally. Dental clinics are not allowed as permitted or conditional uses in the SCI zone, but are permitted in the SCBP and SCRP zones. On pages 3-6 of the application narrative, a list of the SCPA zones is provided along with analysis which addresses the zone applicability with regard to a dental clinic. In addition, the applicant has provided an addendum dated April 13, 2007, which corrects certain errors in the zoning analysis. Staff notes that the applicant describes the zoning to the north of the site as SCI; however, that parcel received City Council approval in April, 2007, for a zone change to SCR-MD (Station Community Residential – Medium Density), in order to allow development of a new middle school at that location. The applicant has corrected that point in the addendum dated April 13, 2007.

The definitions of the SCBP and SCRP zones are provided below.

Station Community Business Park (SCBP):

The SCBP District may be applied to property identified for development of high quality, business environments in areas generally within 5,200 feet of a LRT station. Business parks in the SCBP District may incorporate light industrial, flex space, research and development, and office uses. Retail and service commercial uses are permitted in the District but are limited in size and scope to those primarily serving the permitted uses of the District and the nearby community so these activities do not become a dominant use

in the business park. In executing the campus plan of the business park, individual projects will incorporate development and design elements to create a visually pleasing, transit-supportive and pedestrian-sensitive, yet auto-accommodating environment. Development regulations within the District recognize that as the distance between the LRT station and an individual project increases beyond one-half mile, the degree to which a pedestrian-oriented environment is required is lessened. Nonetheless, streets and their related rights-of-way throughout the District will be functionally designed to accommodate vehicular, transit, bicycle, and pedestrian demands. A residence for a security guard or caretaker is allowed as a conditional accessory use in the District.

Station Community Research Park (SCRP):

The SCRP District may be applied to property located within approximately 3,900 feet or more of a light rail station site identified primarily for research, development and testing laboratory uses; educational uses; medical research and clinical uses; and high-tech and bio-tech research and applied technology uses; some or all of which may be or may be associated with major institutions. The SCRP District is also intended to foster and support the development of industries resulting from or associated with the basic and applied research, development and testing laboratories and programs of the institutions and organizations located in the District by encouraging and allowing incubator establishments within the District, and by allowing compatible accessory industrial uses supporting the District's major institutions. Industrial establishments which are not accessory to the major institutions of the District, but are compatible with the institutions and the station community, may be permitted on a limited basis. Commercial uses primarily serving the owners, tenants and users of permitted research park uses are also permitted. In general, residential uses within the District are restricted to high density residential uses directly related to and supporting one or more major institutions within the District. All development within the District must be a part of, incorporated in, or coordinated with one or more approved Concept Development Plan(s) to encourage a transit-supportive, pedestrian-sensitive campus environment, and to prevent conflicts among the mix of uses and activities within the District.

In contrast, the definition for the current zoning on the site, SCI (Station Community Industrial) is as follows:

The SCI District may be applied to property developed or planned for light industrial, manufacturing, and associated office uses is located within approximately 3,900 feet of a light rail station site. The SCI District is intended to assure land use designations affording the opportunity to create and retain manufacturing employment opportunities within walking distance of light rail stations and near feeder bus or shuttle lines between the stations and nearby employment centers. The SCI District encourages campus development that is transit-supportive in design. Commercial uses directly related to or primarily serving the owners, tenants and employees of permitted uses are allowed on a limited basis. A residence for a security guard or caretaker is allowed as a conditional accessory use in the District. (Amended by Ord. No. 4545/4-97.)

The applicant had noted in the zoning analysis table that the SCR-HD Station Community Residential – High Density could not be applied to this site because this is a zone which can only be applied within 1,300 feet of a light rail station. Staff notes there is no spatial restriction on the SCR-HD zone, and the applicant has corrected this point in the April 13 addendum. However, as noted by the applicant, the SCR-HD zone does not allow dental clinics and thus would not meet the applicant's objective for the addition of a training clinic to the existing Willamette Dental building.

The applicant explains within pages 6-11 why the SCBP zone is the best suited for the site. The applicant argues that the zone change is necessary because the SCI zone does not allow the addition of a dental clinic to the site, and the SCRP zone by definition is geared toward larger-scale institutional development and has historically been applied within Hillsboro only to a single large technology and research park. The applicant argues that the SCBP zone allows a broader range of smaller uses and higher intensity of development, in keeping with the intent of the SCPA designation. Staff also notes that the SCBP zone is currently applied to the Synopsis property to the east of the Willamette Dental site.

Transportation and Access

NE Campus Way is identified as a Local Street on the City's Transportation System Plan (TSP). The south side of the street is fully improved to City standard including gutter, curb, planter strip, and sidewalk. This road right-of-way currently measures 60 feet and 30 feet from centerline, so no right-of-way dedication would be required. Access to the site is provided via two driveways on Campus Way. NE Cherry Drive is designated a Collector on the TSP, and is fully improved with the exception that no sidewalk is provided along the north side. The requested zone change to allow addition of a dental clinic to the existing developed site does not constitute a significant change to the existing uses on the site, thus it does not trigger requirements to construct a sidewalk at the site's Cherry Drive frontage.

Of particular note, the applicant has provided a traffic impact study from Lancaster Engineering in the application materials, which assesses the existing and projected operational capacities for the intersections near the subject site. The study concludes that the intersections of NE Cornell Road at NW 231st Avenue, and NE Cherry Drive at NW Cornelius Pass Road, will operate over capacity by the year 2020 based on existing background traffic conditions, notwithstanding the additional vehicle trips anticipated from the proposed zone change. The study includes findings on page 20 which state that a zone change as proposed on this site would have a significant effect on the operation of the roadway system, as defined under the Transportation Planning Rule, specifically at these two intersections if the maximum development allowed under that zone were to occur on this site. In other words, if the entire 45,000 square foot building were to be converted to a medical/dental clinic the resulting increase in traffic generation would have a significant negative impact on the roadway system operation, thereby violating requirements of the Transportation Planning Rule. However, the applicant's traffic engineer states that a limit on the sizes and types of uses allowed on the site would result in a net impact to offsite roadway operations equivalent to the impact which could be created under the current zoning, thereby complying with the requirements of the Transportation Planning Rule. The applicant's traffic engineer has determined that a "trip cap" of 93 total evening peak hour trips for the entire site under the proposed zoning would result in compliance with the Transportation Planning Rule. The applicant's traffic engineer proposes that a trip cap be established as a condition of approval of the proposed zone change. The engineer describes how, under this cap, the existing building could potentially accommodate up to 15,000 square feet of dental clinic, 25,000 square feet of office space, and 5,000 square feet of warehouse space, which would yield trip generation of 93 total evening peak hour trips. This trip cap is included as a recommended condition of approval for this application. The City's Transportation Planning Engineer has reviewed the applicant's traffic impact study, and concurs with the findings in that study and with the adoption of this condition.

DEPARTMENTAL COMMENTS

City of Hillsboro Water Department:

- Water Department does not review fire hydrant locations; contact Hillsboro Fire Department. Any changes to hydrant locations or a new fire service connection will require a second review of the water system by the Water Department.
- Permitted modifications, remodeling, or change of use for an existing industrial or commercial development will require a reduced-pressure backflow assembly (RPBA) to be installed on the customer's side of the domestic water service near the meter.
- Change of use to a dental clinic will require upgrade of existing double check valve (DCV) on domestic water service to reduced pressure backflow assembly (RPBA).

TESTIMONY RECEIVED

No written comments or testimony have been received to date from adjacent property owners or affected agencies.

RECOMMENDATION

Should the Hearings Board choose to approve the requested zone change, the Planning staff recommends that the following conditions be placed on the property:

1. The uses on Tax Lot 3700, Map 1N235BB, shall generate no more than 93 vehicle trips during the evening peak hour, as determined by the latest version of the Institute of Transportation Engineers Trip Generation Manual in effect at the time building permits are issued.

2. Any future redevelopment or change in use of the subject site which constitutes a land use action as defined in Implementation Measure (B) of the Transportation Plan, may require that the property owner(s) construct road improvements to NE Cherry Drive as determined appropriate by the City Engineer.

Respectfully submitted,

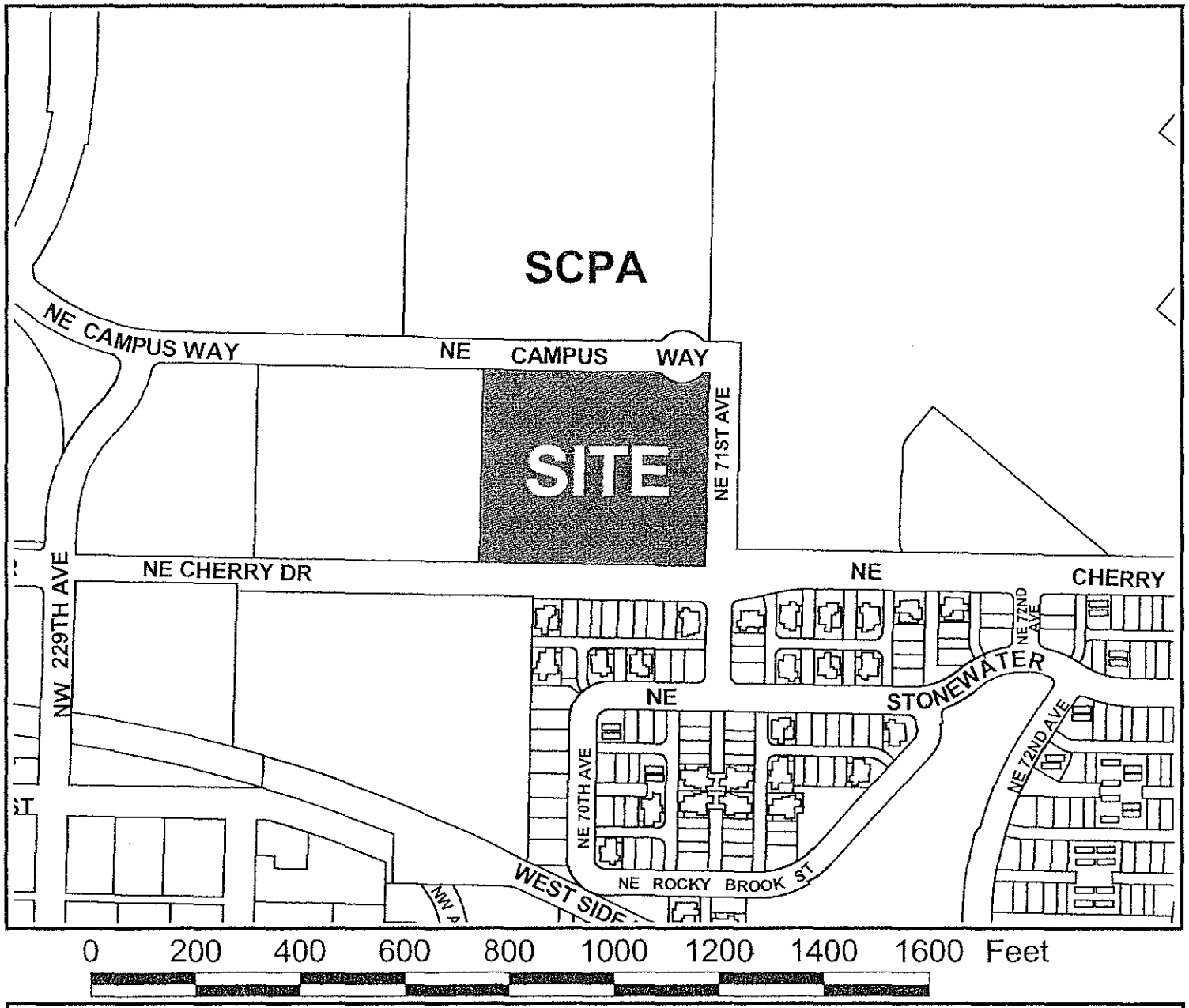
CITY OF HILLSBORO PLANNING DEPARTMENT

Genny Bond
Urban Planner II

Attachments: Comprehensive Plan and Zoning Maps
Clean Water Services Sensitive Area Pre-Screen Map
Application addendum from Stiven Planning and Development Services, dated April 13, 2007
Section 136.IV.A, Tables 1, 2 and 3
Aerial photo
Application materials

ZC 4-07: WILLAMETTE DENTAL

REQUEST FOR ZONE CHANGE APPROVAL FROM SCI STATION COMMUNITY INDUSTRIAL TO SCBP STATION COMMUNITY BUSINESS PARK ON ONE PROPERTY APPROXIMATELY 3.64 ACRES IN SIZE.

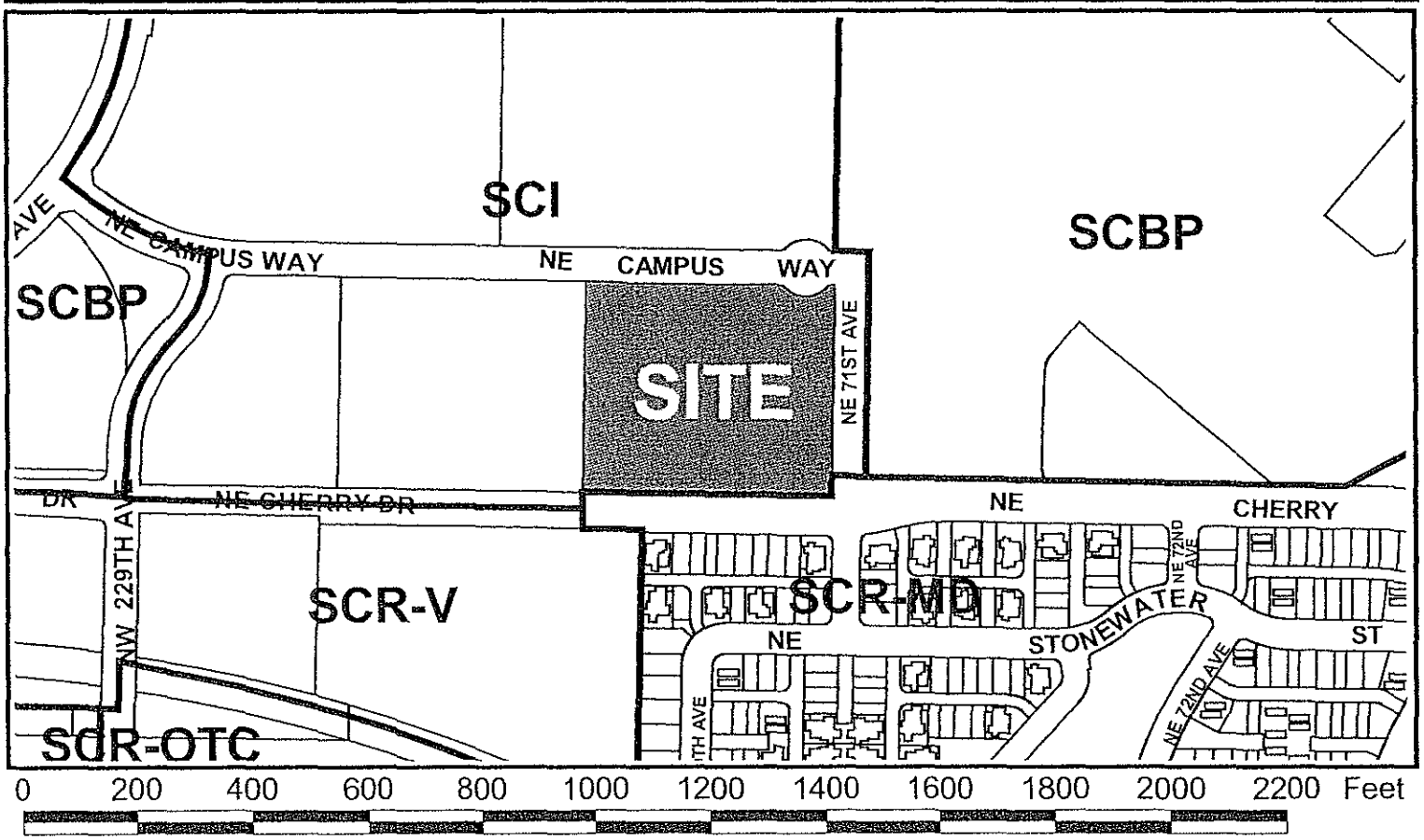


Comprehensive Plan Designations

RL	- Low Density Residential (3-7 units per acre)	C	- Commercial	MU	- Mixed Use
RM	- Medium Density Residential (8-16 units per acre)	IN	- Industrial	CO	- County
RH	- High Density Residential (17-23 units per acre)	PF	- Public Facility		
RMR	- Mid-Rise Residential (24 - 30 units per acre)	OS	- Open Space		
SCPA	- Station Community Planning Area	FP	- Floodplain		

ZC 4-07: WILLAMETTE DENTAL

REQUEST FOR ZONE CHANGE APPROVAL FROM SCI STATION COMMUNITY INDUSTRIAL TO SCBP STATION COMMUNITY BUSINESS PARK ON ONE PROPERTY APPROXIMATELY 3.64 ACRES IN SIZE.

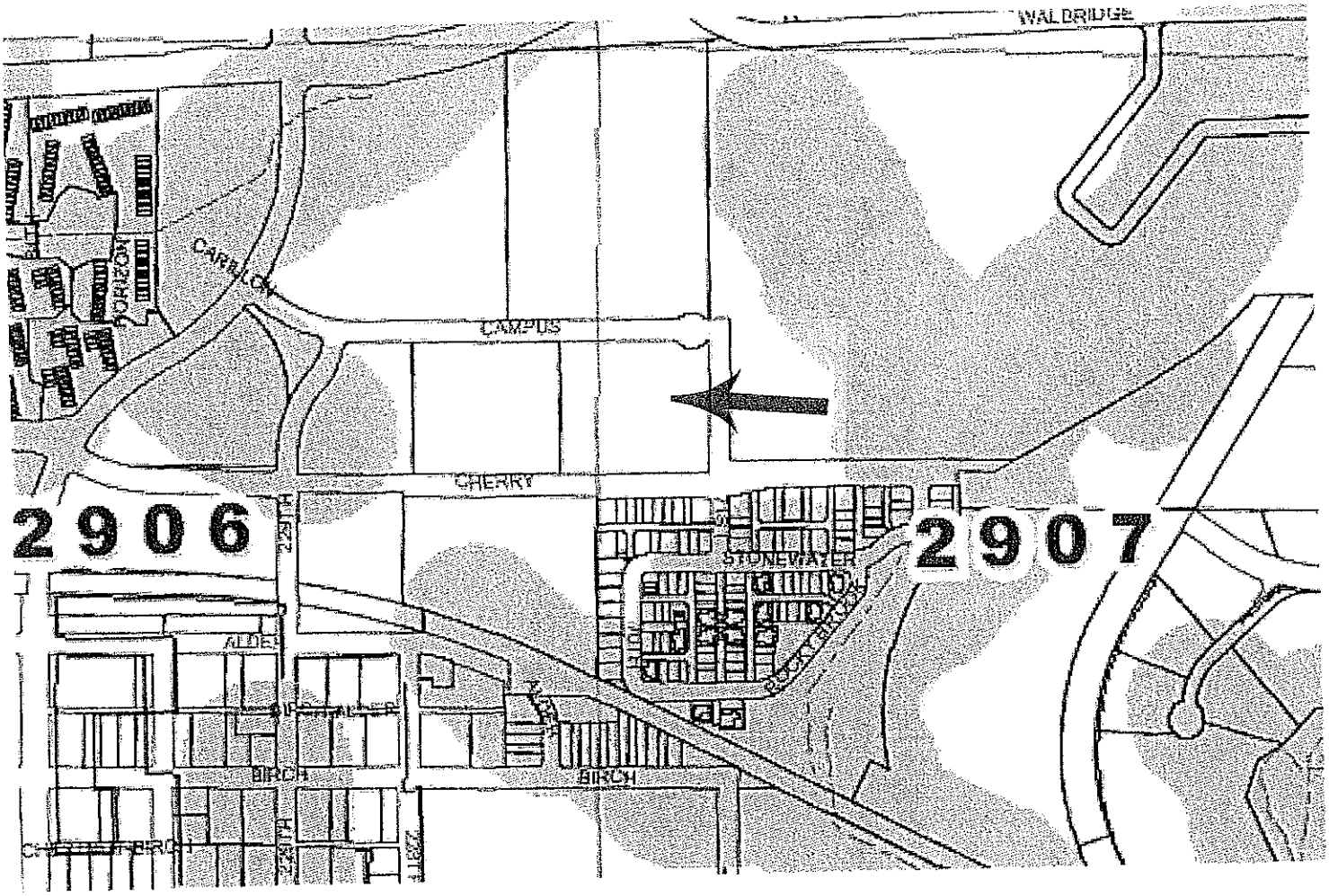


City of Hillsboro Zoning Designations					
R-6	Single Family Residential	R-8.5	Single Family Residential	A-1	Duplex Residential
R-7	Single Family Residential	R-10	Single Family Residential	A-2	Multi-Family Residential
SCC-SC	Station Community Commercial - Station Commercial			A-3	Multi-Family Residential
SCC-MM	Station Community Commercial - Multi-Modal			A-4	Multi-Family Residential
SCC-CBD	Station Community Commercial - Central Business District			C-1	General Commercial
SCC-HOD	Station Community Commercial - Highway Oriented District			C-4	Neighborhood Commercial
SCBP	Station Community Business Park			PUD	Planned Unit Development
SCRP	Station Community Research Park			M-2	Industrial
SCI	Station Community Industrial			M-P	Industrial Park
SCR-HD	Station Community Residential - High Density			SID	Special Industrial District
SCR-MD	Station Community Residential - Medium Density			SSID	Shute Special Industrial District
SCR-LD	Station Community Residential - Low Density			CO	Unincorporated County
SCR-V	Station Community Residential - Village			ANX	Recent Annexation
SCFI	Station Community Fair Complex Institutional				
SCR-OTC	Station Community Residential - Orenco Townsite Conservation Overlay				
SCR-DNC	Station Community Residential - Downtown Neighborhood Conservation				

City of Hillsboro Planning Department: (503) 681-6153 http://www.ci.hillsboro.or.us/Planning_Department/

ZC 4-07: WILLAMETTE DENTAL

Clean Water Services
Sensitive Area Pre-Screen Map



Legend

- GIS:WasCc_taxlots
- p_stm
- Streams2002
- STM_LINE
- Buffer_of_STM_LINE
- GIS:CWSB
- QTR_SEC
- Hillsboro

Clean Water Services

STIVEN
Planning and Development Services, LLC.

RECEIVED
APR 18 2007
CITY OF HILLSBORO
PLANNING DEPARTMENT

April 13, 2007

Ms. Genny Bond
City of Hillsboro Planning Department
150 East Main Street, Fourth Floor
Hillsboro, Oregon 97123-4028

Dear Genny,

This letter is written in response to your email to me dated March 7, 2007. Thank you for raising these points and I have provided responses to each.

Issue 1: Page 1 proposed the ultimate square footages of the dental clinic, office space, and warehouse space to meet the 93 ADT trip cap; the parking calculations provided on page 22 assess parking minimums and maximums based on the initial proposed square footages, but not the ultimate. (I calculate min/max parking requirements at 107/214 for the ultimate scenario, so the existing parking will meet the need).

Response:
I agree with your assessment and have provided the calculations based on the land uses allowed within the trip cap as follows:

Willamette Dental Space	Maximum Parking Ratios	Maximum Spaces Allowed	Minimum Space Required*
Office space = 25,000 sq. ft.	4.1 per 1,000 sq. ft.	102.5	51.25
Clinic = 15,000 sq. ft.	5.9 per 1,000 sq. ft	88.5	44.25
Warehouse = 5,000 sq. ft	4.5 per 1,000 sq. ft	22.5	11.25
Total		213.5	106.75

**Minimum parking required is one-half of maximum allowed.*

The 126 spaces that exist on the site today fall within the minimum and maximum parking space requirements, if calculated using the land uses that are permissible within the proposed trip cap.

148 'B' Avenue, Suite 100 • Lake Oswego, Oregon 97034 • Tel 503/607-0677 • Fax 503/607-0686 • mstiven@stivenplanning.com

Issue 2: Page 5: The finding under "Zone Applicability" for the SCR-HD zone should be revised to repeat the comment provided below it for the SCR-MD Zone. Also, the Toshiba site to the north has recently received approval for a zone change to SCR-MD (Case File ZC 3-07), though the zone change approval is specific to development of an elementary school, and construction of the school will still require conditional use approval. I think that a dental clinic would be a very complementary use opposite an elementary school.

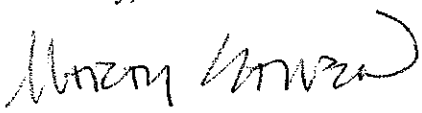
Response: Attached to this letter is an amended Table One with the language added as you suggested. This was an oversight and the statement regarding the SCR-MD suitability certainly applies to the SCR-HD zone as well. Your comment regarding the Toshiba site is noted and should be included in your staff report. Thank you.

Issue 3: Page 7, third paragraph from the bottom, includes a type: I should read February 1996 rather and 2396.

Response: Thank you for pointing out the typo. The findings should reflect the correct date.

Thank you for raising these issues. Please call if you have any other questions.

Sincerely,



Martha F. Stiven

Cc: Mr. Michael Goetze, Willamette Dental

Mr. Mike Robinson, Perkins Coei

Table One

Comparison of SCPA Implementing Zones

Zoning Designation	Development Objectives	Zone Applicability
Station Community Commercial-Central Business District (SCC-CBD)	▪ *Applies to property within CBD* ▪ *Intended to assure an intense mix of uses to create "18-hour" CBD.*	*This zone can not be applied as the subject site is not located within the CBD.*
Station Community Commercial-Highway Oriented District (SCC-HOD)	▪ *Applies to property one-half block of State Highway 8 in downtown Hillsboro* ▪ *Identified for transit supportive, pedestrian-sensitive commercial uses. Residential uses allowed.*	*This zone can not be applied as the subject site is not located one-half block of State Highway in downtown.*
Station Community Commercial-Station Commercial (SCC-SC)	▪ *Applies to property located within 1,300 feet of a light rail station site identified for mixed use neighborhood commercial development.*	*This zone can not be applied as the subject site is not located within 1,300 feet of a light rail station site identified for mixed use neighborhood commercial.*
Station Community Commercial-Multi-Modal (SCC-MM)	▪ *Applies to property abutting an arterial street where the property is identified for commercial use.* ▪ *Site is generally located more than 2,600 feet from a light rail station.* ▪ *Serves both transit and auto users.* ▪ *Commercial, office, flex space, hospital, hotel and child care uses are allowed without restriction.*	*This zone can not be applied as the site does not abut an arterial street.*
Station Community Residential-High Density (SCR-HD)	▪ *Applies to property identified for residential use located within 1,300 feet from a light rail station in downtown Hillsboro and within 2,600 feet from a light rail station outside the Downtown SCPA.* ▪ *Identified for high density multi-family and single family attached residential.*	*This zone can not be applied as the subject site is not located iwhtin 1,300 feet of a light rail station. This zone applies to residential uses. Commercial and industrial uses are located to the north, east, and west. Light rail is located to the south. The site is not suitable for residential use.*

Zoning Designation	Development Objectives	Zone Applicability
Station Community Residential-Medium Density (SCR-MD)	▪ *Applies to property identified for residential use within 2,600 feet from a light rail station site.* ▪ *Identified for medium density, attached and detached single family residential.*	*This zone applies to residential uses. Commercial and industrial uses are located to the north, east, and west. Light rail is located to the south. The site is not suitable for residential use.*
Station Community Residential-Low Density (SCR-LD)	▪ *Applies to properties for residential uses located greater than 2,600 feet from a light rail station.* ▪ *Identified for low density single family attached and detached dwellings.*	*This zone applies to residential uses. Commercial and industrial uses are located to the north, east, and west. Light rail is located to the south. The site is not suitable for residential use.*
Station Community Residential-Village (SCR-V)	▪ *Applies to properties containing at least 30 acres in single ownership or control located within 3,900 feet of a light rail station.* ▪ *Identified for a village mixed-use neighborhood.*	*The subject site does not contain 30 acres. Therefore this zone can not be applied.*
Station Community Residential-Orenco Townsite Conservation (SCR-OTC)	▪ *Applies to property located within or near the originally platted Orenco Townsite.* ▪ *Identified for development that will conserve the historic qualities of the townsite.*	*Although the subject site is located near the Orenco Townsite, the proposed use is located within an existing building and industrial area which is not part of the historic character of the area.*
Station Community Residential-Downtown Neighborhood Conservation (SCR-DNC)	▪ *Applies to neighborhoods within the Downtown SCPA.* ▪ *Identified for conserving the development characteristics of the traditional neighborhood.*	*The subject site is not located within the Downtown SCPA. Therefore this zone is not suitable.*
Station Community Industrial (SCI)	▪ *Applies to properties developed or planned for light industrial, manufacturing and associated office uses, located within 3,900 feet of a light rail station.*	*This is the existing zoning. See discussion below.*

Zoning Designation	Development Objectives	Zone Applicability
Station Community Business Park (SCBP)	▪ ***Applies to properties identified for high-quality business environments located within 5,200 feet of a light rail station.*** ▪ ***Identified for light industrial, research, office.*** ▪ ***Allows service commercial uses limited in size and scope to those primarily serving the nearby community so these activities do not become a dominant use in the business park.***	***This zone is the proposed zone. Refer to the discussion below.***
Station Community Research Park (SCRP)	▪ *Applies to property located within 3,900 feet of a light rail station.* ▪ *Identified for research, development, testing and high tech uses.*	*Allows for dental clinic uses. This is not a preferable zone for the applicant's intended purpose. Refer to the discussion below.*
Station Community Fair Complex Institutional (SCFI)	▪ *Applies to property containing at least 30 acres owned by one or more public entities or private parties assembled into a mixed use development centered around public entertainment, amusement or sports.*	*The subject site does not contain 30 acres. It also does not allow for dental clinic uses. Therefore this zone can not be applied*

Table 1: Permitted Uses in Station Community Commercial Districts

Use	SCC-CBD	SCC-HOD	SCC-SC	SCC-MM
Commercial Uses[1]	P	P	N	P
Neighborhood Commercial[1]	P	N	P	P
Community Service[2]	P	P	P	P
Hotels and Residential Hotels	P	P	P	P
Indoor Recreational Facilities	P	P	P	P
Outdoor and Land-Extensive Recreational Facilities	N	N	N	P
Home Occupations	P	P	P	P
Pedestrian-Oriented Accessory Uses and Outdoor Seating for Restaurants[3]	P	P	P	P
Light Rail Facilities, other than park and ride lots	P	P	P	P
Religious Institutions	C	C	C	C
Schools: Middle, Junior High, Senior High	N	C	C	C
Schools: Colleges or Universities (Other than Major Institutions)	C	C	C	C
Hospitals	N	C	N	C
Major Institutions[4]	N	P	P	P
Geriatric Care Facilities	N	C	C	C
Utility Substation or Pumping Station	C	C	C	C
Radio and Telephone Transmission Facilities	C	C	N	C
Transit Park-and-Ride	C	C	C	C
Drive-through Facilities	N/P[5]	N/P[6]	N	P
Motor Vehicle Service, Maintenance or Repair Facilities	N	N/P[5]	N	P
Office Uses	P	P	P	P
Flex Space Uses	N	P	P	P
Mid-Rise Apartments	P	P	P	P
Multi-Family Dwellings	P	P	P	P
Garden Apartments	N	P	P	P
Townhouses and Rowhouses	N	P	P	P
Permanent Open Space	N	N	P	P
Automobile Sales	N	C[7]	N	N
Public Parks and Recreational Facilities	C	C	C	C
Residential Facilities	P	P	P	P

P Permitted Use C Conditional Use N Not Permitted

(Amended by Ord. No. 4545/4-97, 4737/1-99, 4930/7-00, 5020/4-01, 5201/11-02 and 5667/9-06.)

[1] To clarify commercial/neighborhood commercial use restrictions, see "Neighborhood Commercial" definition.
[2] Excluding religious institutions.
[3] Pedestrian-oriented accessory uses (such as sidewalk flower, food and drink stands) and outdoor seating for restaurants are subject to City permit requirements.
[4] A Major Institution relates to a particular type of use, but a variety of use types can be a Major Institution (governmental, educational, medical, etc.) See definition.
[5] New uses are prohibited. Existing use are exempt from the provisions of Section 102 as specified in Section 136 (VI)(A)(9) and (VI)(A)(11).
[6] New uses are prohibited except as provided in Section 139.III. Expansion of existing uses beyond 400 feet from a light rail station is allowed in accordance with the provisions of Section 136.VI.
[7] Conditional Use approvals for Automobile Sales in the SCC-HOD District are limited to seven (7) years duration.

Table 2: Permitted Uses in Station Community Residential Districts

Use	SCR-HD	SCR-MD	SCR-LD	SCR-V	SCR-DNC	SCR-OTC
Mid-Rise Apartments	P	C	N	P	N	N
Multi-Family Dwellings and Garden Apartments	P	P	N	P	P[1]	N
Townhouses and Rowhouses	P	P	P	P	P	N
Single Family Attached Housing	P	P	P	P	P	N
Duplexes	N	P	P	P	P	N
Attached Duplexes	N	P	N	P	P	N
Single Family Detached	N	P	P	P	P	P
Ancillary Dwelling Units	N	P	P	P	P	P
Home Occupations	P	P	P	P	P	P
Indoor Recreational Facilities	P/C[2]	N	N	P	N	N
Outdoor Recreational Facilities	N	N	N	N	N	N
Light Rail Facilities, other than park and ride lots	P	P	N	P	P	P
Commercial Uses In Mid-Rise Apartments[3]	P	N	N	P	N	N
Emergency Services Facilities	C	C	C	C	N	C
Hotels and Residential Hotels	C[4]	N	N	P	N	N
Neighborhood Commercial	P	C[5]	N	P	P/C/N[6]	P[7]
Geriatric Care Facilities	P	C	C	P	C	C
General Office Uses	N	N	N	P	N[8]	N
Flex Space Uses	N	N	N	C	N	N
Pedestrian-Oriented Accessory Uses & Outdoor Seating for Restaurants[9]	P	C	N	P	N	P[5]
Schools	C	C	C	C	C	C
Community Service	C	C	C	C	C	C
Conference Center	N	N	N	P	N	C
Utility Substations	C	C	C	C	C	C
Transit Park-and-Ride	C	C	N	C	N	N
Radio and Telephone Transmission Facilities	N	N	N	N	N	N
Permanent Open Space	P	P	P	P	P	P
Residential Businesses	P	C	N	P	C	N
Residential Homes	N	N	P	N	N	P
Residential Facilities	P	N	N	N	N	N
Residential Homes and Facilities	N	P	N	P	P	N
Public Parks and Recreational Facilities	C	C	C	C	C	C
Mobile Businesses, in compliance with the Municipal Code	P	P	N	N	N	N

P Permitted Use C Conditional Use N Not Permitted

(Amended by Ord. No. 4545/4-97, 4930/7-00, 5201/11-02, 5293/6-03, 5540/8-05, and 5667/9-06)

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1 Subject to minimum and maximum density requirements.
2 Indoor recreational facilities are permitted outright within residential buildings and conditionally as free-standing uses.
3 Commercial uses may occupy up to 15,000 sq. ft. of gross floor area on the ground floor of mid-rise multi-family apartment buildings.
4 Conditionally permitted as free-standing uses.
5 A single story neighborhood commercial use proposed at the intersection of two arterial streets or an arterial intersection with a collector within an SCR-MD, is allowed outright.
6 Certain Neighborhood Commercial Uses are permitted outright or conditionally within the Arterial Exception area pursuant to Section 139(III)C
7 Permitted only along Alder Street between 231st and 228th Avenues.
8 Certain office uses are permitted outright or conditionally within the Arterial Exception area pursuant to Section 139(III)C
9 Pedestrian-oriented accessory uses (such as sidewalk flower, food and drink stands) and outdoor seating for restaurants are subject to City permit requirements

Table 3: Permitted Uses in Station Community Industrial and Institutional Districts

Use (P Permitted Use, C Conditional Use, N Not Permitted)	SCI	SCBP	SCRP[1]	SCFI[2]
General Industrial Uses	P	N	N	N
Light Industrial Uses	P	P	P	N
Research, Development, and Testing Laboratories	P	P	P	N
Flex Space Uses	P	P	P[3]	N
General Office	N	P	N	P
Office related to Primary Use	P	P	P	P
Hospitals	N	N	P	N
Medical and Dental Offices, Outpatient and Clinical Facilities[4]	N	P[5]	P	N
Geriatric Care Facilities	N	N	P	N
Trade and Technical Schools, Colleges and Universities other than Major Institutions	C	C	P	N
Major Institutions	N	P	P	N
Commercial Uses Primarily Serving the Permitted Uses of the District	P	P	P	P
Pedestrian-Oriented Accessory Uses and Outdoor Seating for Restaurants[6]	N	P	P	P
Auditorium, Exhibition Hall, Convention or Conference Center or other Public Assembly Room	N	P	P	P
Hotels and Residential Hotels	N	C	C	P
Indoor Recreation Facilities	N	P	N	P
Outdoor Recreational Facilities	N	N	N	N
Fairgrounds and Related Structures	N	N	N	P
Commercial Indoor Cinema	N	N	N	P
Community Service[7]	N	P	P	P
Dormitories Accessory to Primary Use	N	N	P	P[8]
Residential Uses	N[9]	N[7]	P[10]	P[6]
Radio and Telephone Transmission Facilities	C	C	C	C
Utility Substation	P	C	C	C
Light Rail Facilities, other than park-and ride-lots	P	P	P	P
Transit Park-and-Ride	C	C	C	C
Helicopter Landing Pads	C	C	C	C
Permanent Open Space	P	P	P	P
Public Parks and Recreational Facilities	C	C	C	C

(Amended by Ord. No. 4545/4-97 and 5201/11-02.)

[1] See also "Permitted, Restricted and Specially Regulated Land Uses" and the "compatibility" tables associated with a specific research park for additional and/or more specific use provisions; for example Tables 141.1 and 141.2 for STAR Park.

[2] All development within this District shall comply with applicable provisions of the state "Airport Planning Rule" (OAR 660 Division 13).

[3] Light Industrial and Flex Space industrial uses are allowed within an SCRP District, but only when qualified as a compatible accessory or non-accessory industrial use and sited in accord with an approved Concept Development Plan.

[4] This use does not include emergency care facilities which provide treatment without appointment and/or treatment outside normal business hours.

[5] See Section 142 (III) (A).

[6] Pedestrian-oriented accessory uses (such as sidewalk flower, food and drink stands) and outdoor seating for restaurants are subject to City permit requirements.

[7] Excluding religious institutions.

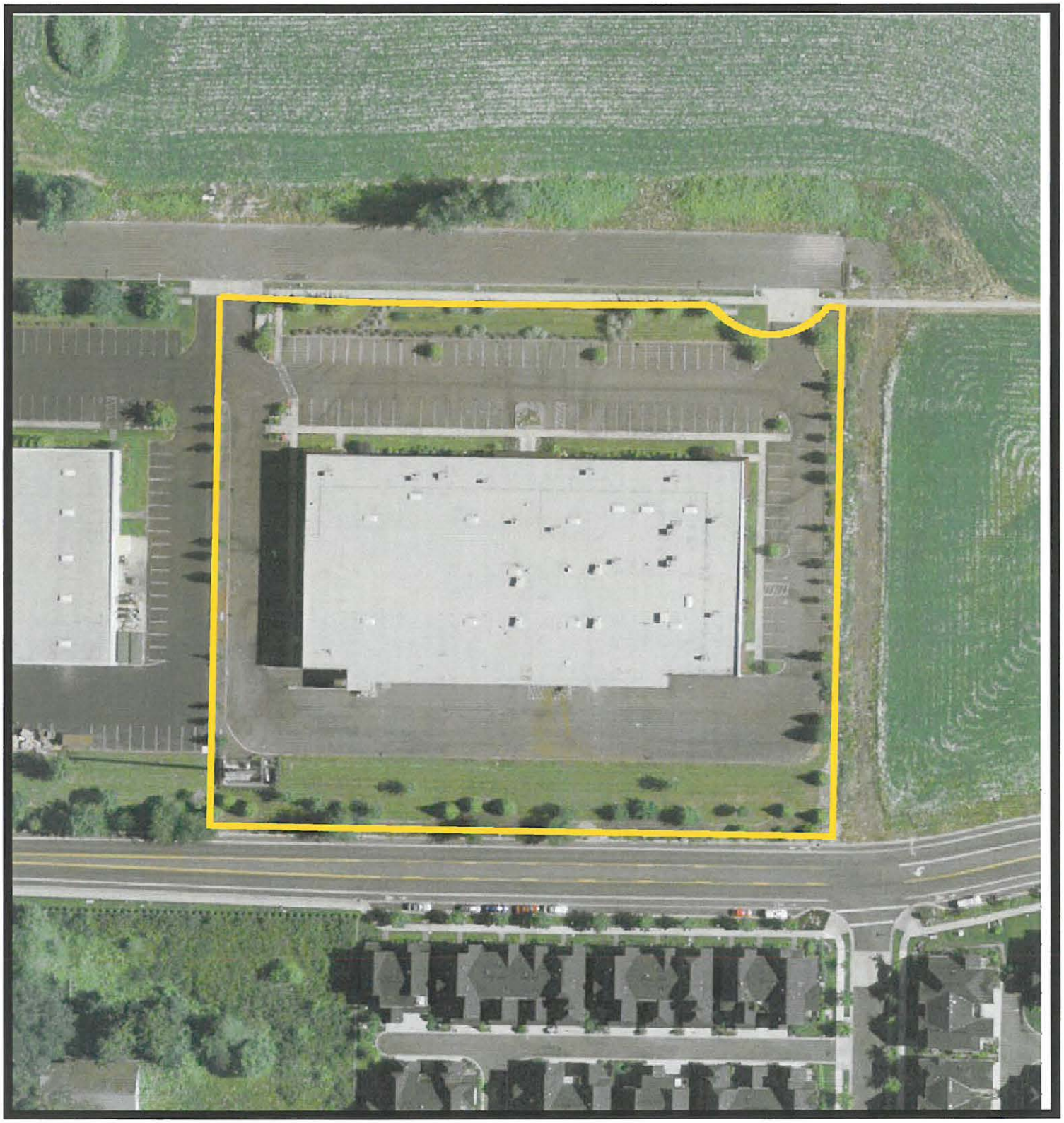
[8] Residential and mixed use residential uses shall not occupy more than 25% of the District; including any trailer/recreational vehicle spaces with hook-ups to accommodate vendors and visitors attending Fair Complex activities that may be allowed as part of the approved Concept Development Plan.

[9] A residence for an on-site security guard is allowed in the District as a Conditional Use.

[10] Residential use must be approved as part of the Concept Development Plan, and is restricted to housing functionally integrated with and serving the needs of one or more major institutions located in the district. However, on Tax Lots 1N2 36 3490, 3700, 3701, on that portion of Tax Lot 1N2 36 3400 located east of Tax Lot 1N2 36 3701, and on the property located north of the Quatama LRT Station between 206th Avenue and 205th/Ambergien Parkway currently owned by ORPRC, high density residential uses may be developed without the need to demonstrate a functional relationship with any major institution in the district and without the need for a separate Concept Development Plan if developed by parties other than ORPRC as part of their campus pursuant to ORPRC's approved Concept Development Plan.

ZC 4-07: WILLAMETTE DENTAL

2006 AERIAL PHOTOGRAPHY



CITY OF HILLSBORO

UB

June 28, 2007

STAFF REPORT

TO: City Council

FROM: Planning Department

RE: Request for Approval of a Zone Change - ZC 5-07: Fisher's Court

REQUEST

Attached are materials relating to an owner-initiated zone change from R-7 (Single-Family Residential) to A-1 (Duplex Residential) on a property approximately 8,796 square feet in size. The purpose of the zone change request is to bring the site into conformance with the site's RM (Residential – Medium Density) Comprehensive Plan designation, as A-1 is the only implementing zone for that designation.

The site proposed for the zone change is west of NW Freeman Avenue, south of NW Garibaldi Street, north of NW Jackson Street, and east of NW Yonia Court. The property is specifically identified as Tax Lot 2100 on Washington County Tax Map 1N3 36AC and is addressed as 445 NW Freeman Court.

The staff report prepared for the Planning and Zoning Hearings Board (PZHB) and dated April 25, 2007 is attached for your review. The PZHB has recommended approval of the proposed zone change with four conditions. Hearings Board Opinion No. 1644, dated May 30, 2007, is attached.

A proposed ordinance has also been attached for your consideration.

Please retain these materials until a final action has been taken on this matter. If you have any questions, please contact the Planning Department at (503) 681-6153.

Respectfully submitted,

HILLSBORO PLANNING DEPARTMENT

R. Brett Estes, AICP
Planning Supervisor

Attachments: Draft Ordinance
Hearings Board Opinion No. 1644
Staff report and maps

ORDINANCE NO. _____

ZC 5-07: FISHER'S COURT

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP, A PORTION OF HILLSBORO ZONING ORDINANCE NO. 1945, AS AMENDED, BY CHANGING THE ZONING OF A TRACT OF PROPERTY FROM R-7 SINGLE FAMILY RESIDENTIAL TO A-1 DUPLEX RESIDENTIAL.

WHEREAS, the City of Hillsboro Planning and Zoning Hearings Board held a public hearing on the proposed zone change on May 2, 2007, and voted to recommend to the City Council that the subject zone change be granted, based on the findings adopted by the Board as Opinion No. 1644, dated May 30, 2007, and

WHEREAS, the City Council hereby adopts the findings of the Planning and Zoning Hearings Board as its own in regard to this matter, and

WHEREAS, based on those findings, the City Council hereby determines that the zone change conforms with the Hillsboro Comprehensive Plan and Zoning Ordinance, and the particular zone recommended is the best and only zone suited for the subject site.

NOW, THEREFORE, THE CITY OF HILLSBORO DOES ORDAIN AS FOLLOWS:

Section 1. The following described tract of land is hereby rezoned from R-7 Single Family Residential to A-1 Duplex Residential:

Tax Lot 2100 on Washington County Tax Map 1N3-36AC, Section 36, Township 1 North, Range 3 West, Willamette Meridian, on record as of January 19, 2007, a copy of which is attached hereto and thereby made a part of this Ordinance.

Section 2. Approval of this zone change is subject to the following conditions:

1. Future development on this site shall conform to and comply with the applicable standards in Sections 21 through 27 of the Zoning Ordinance, except where one or more variances are approved under Sections 106 to 111.
2. Prior to issuance of building permits, the applicant shall apply for and receive Development Review approval for development and construction on the site as specified in Section 133 of the Zoning Ordinance, and/or land division approval under the Subdivision Ordinance No. 2808.
3. Prior to issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure B of the Transportation Plan, the owner shall construct right-of-way improvements to NW Freeman Avenue as approved by the City Engineer.
4. The applicant shall provide a Clean Water Services Service Provider Letter to the City prior to issuance of permits for any new development on the site, and any new development shall comply with and otherwise implement any conditions required by the Letter.

Section 3. The City Planning Director is hereby instructed to cause the official zoning map, a part of Ordinance No. 1945, to be amended to include the zone change set forth in Section 1 hereof.

Section 4. Except as herein amended, Zoning Ordinance No. 1945, as amended, shall remain in full force and effect.

Passed by the Council this 3rd day of July, 2007.

Approved by the Mayor this 3rd day of July, 2007.

_____
Mayor

ATTEST: _____
City Recorder

BEFORE THE PLANNING AND ZONING HEARINGS BOARD FOR THE CITY OF HILLSBORO, OREGON

In the matter of an application for a zone change from R-7 Single-Family Residential to A-1 Duplex Residential for an 8,796 sf site in the City of Hillsboro.	**City File No. ZC 5-07** **(Fisher's Court)** **Opinion No.** 1644

I. Summary:

This Opinion is the decision of the Planning and Zoning Hearings Board approving with conditions this application for a zone change from R-7 Single-Family Residential to A-1 Duplex Residential for a 8,796 sf parcel. This decision is based on the April 25, 2007 Staff Report, as supplemented by the Findings of Fact, Conclusions of Law and conditions of approval set forth below.

II. Subject Property, Proposal and Applicant:

The land subject to this zone change application is an 8,796 sf lot, currently zoned R-7 Single-Family Residential with an RM (Medium Density Residential) Comprehensive Plan designation. The lot is generally located west of NW Freeman Avenue, south of NW Garibaldi Street, north of NW Jackson Street and east of NW Yonia Court (TL 2100 on Map 1N3-36AC), with a street address of 445 NW Freeman Avenue. The parcel is currently developed with a single-family home, which is proposed to be removed. The eventual development plan is to combine this parcel with approximately 0.5 acre south of the site and subdivide the consolidated 0.7-acre site into 10 duplex lots (5 duplex buildings of 2 units each). However, only the zone change and not the eventual development plan are before the Board at this time. Tom Fellas is the current owner of the site, who is represented in this application by Alpha Community Development. Only one zone (A-1) implements the RM Comprehensive Plan designation, and all of the lots on both sides of NW Freeman Avenue have this Plan designation. The lots south of the site on both sides of NW Freeman Avenue are currently zoned A-1; otherwise, this lot is surrounded on three sides (west, north and east) by lots zoned R-7.

III. Local Procedure and Applicable Law:

The City duly noticed and held a public hearing on this application on May 2, 2007 before the Planning and Zoning Hearings Board (the Board), consisting of Chairman Daniel Kearns and members Brenda Gustafson and Walter Hellman. At the commencement of the hearing, the Chairman made the procedural statements required by ORS 197.763 (5) and (6) and 197.796. No member of the Board had any ex parte contacts, conflicts of interest or biases to report. There were no procedural objections or objections to the participation of any member of the Board in this matter, and no person requested a continuance or that the record be kept open. The Staff Report listed the approval criteria, which were recited by City Planner Genny Bond during the hearing, and recommended 4 conditions of approval. The applicable approval criteria are set

forth in Section 114(2), governing zone changes, which requires the applicant to demonstrate compliance with all of the following criteria:

1. The request must conform with the Hillsboro Comprehensive Plan and Zoning Ordinance;

2. Where more than one designation is available to implement the Comprehensive Plan designation (*e.g.,* R-7 vs. R-10), the applicant must justify the particular zoning being sought and show that it is best suited for the specific site, based upon specific policies of the Hillsboro Comprehensive Plan.

Additionally, the following Comprehensive Plan goals and policies have been implicated as applicable approval standards in this matter: Urbanization Implementation Measures A(1-5), I and J, Housing Policy B and Y, Housing Implementation Measure M, Economy Goal C, Public Facilities and Services Goals A-E, and Public Facilities and Services Policy D.

IV. Summary of the Proceeding and the Record:

The subject site, surrounding area and availability of transportation and public utilities are described in the Staff Report, and these sections are adopted and incorporated herein by the Board. Sine Adams and Kristin Van Loo, of Alpha Community Development, appeared at the hearing to present the project and answer questions. Ms Van Loo expressed the applicant's agreement with staff's proposed conditions. Tom Fellas also testified in support of the proposal. Testifying in opposition to the zone change request were Mike and Vanessa Foumal, Faith Ross, Lynette Reed, Beth Stimpson and Virginia Buelt. The issues and objections raised by these people are discussed in the next section. No one else requested the opportunity to testify on this matter, and the Board closed the record at the conclusion of the May 2nd hearing. The record contains the application and supporting materials, an April 25, 2007 staff report, a May 1, 2007 letter of objection from Sandra Buzzetti, and an audio recording of the May 2, 2007 hearing.

V. Discussion, Conclusion and Decision:

Collectively, the opponents objected to this zone change based on the increased residential density that would come and increased traffic, fears of higher traffic speeds, more on-street parking, school crowding, public safety and crime concerns, reduced neighborhood stability due to apartments that might be developed and generally decreased property values for the surrounding neighborhood.

While it is clear that the proposed A-1 Duplex Residential zoning would allow increased density and apartments, there is no evidence that the negative impacts feared by these people will come to pass, and even if there were, those effects are not necessarily tied to the proposed A-1 zoning. If that were not the case, then these arguments, with nothing more, would always be sufficient to deny a zone change from lower density residential zones to more intensive residential designations. Increased density of people and vehicles is a predictable consequence of this proposed zone change. However, the Board received testimony from the applicant's representatives that the NW Freeman Avenue right-of-way is already over-sized at 60 feet, instead of the normal 54-foot right-of-way and the current street width is already fully developed to the

planned standard of 32 feet. Consequently, the street is already fully developed, and there is no credible evidence that the local street system would be inadequate to handle the minor increase in density and traffic that would result from this zone change. Regarding on-street parking and perceived traffic speeds, there does not appear to be any reason why on-street parking would be prohibited, but that is a matter for the City street department to determine in the future. The Board recognizes that traffic speeds are often excessive on overly wide streets, but that on-street parking serves as an effective traffic calming device to reduce speeds. Finally, the assertions that local schools are crowded are not supported by any evidence or corroborating statement from the School District.

On the whole, many of the issues raised by these witnesses do not pertain to the zone change criteria that control the Board's decision in this matter. Even if that were not the case, these fears are not supported by any evidence, and therefore are not a legally sufficient basis for us to deny or condition this zone change application. On the other hand, most of the issues raised relate to the actual development proposal for the consolidated 30,000 sf A-1 zoned lot that will result. Accordingly, the proper forum for these concerns is the subdivision or development review process that must occur before the site can be developed.

A final and perhaps even more compelling reason justifying this zone change proposal is that only the A-1, and specifically not the R-7, zone implements the property's underlying RM Comprehensive Plan designation. Among other things, the applicable zone change criteria require the Board to find that the proposed zone is consistent with, and represents the highest use allowed by, the Comprehensive Plan. Because only the A-1 Duplex Residential zone implements the RM Comprehensive Plan designation, only the A-1 zone is allowed on this site.

The Board concludes that the application adequately responds to and addresses each of the approval criteria, based on the applicant's narrative, the site plan, and staff report in the record, as supplemented by the foregoing findings. The Board adopts and incorporates herein the discussions provided in the April 25, 2007 staff report and adopts as its own the applicant's narrative addressing the zone change criteria, including the applicable comprehensive plan goals and policies. On this basis, the Board concludes that the application meets all of the applicable approval criteria, and it is hereby approved subject to the following conditions:

1. Future development on this site shall conform to and comply with the applicable standards in Sections 21 through 27 of the Zoning Ordinance, except where one or more variances are approved under Sections 106 to 111.

2. Prior to issuance of building permits, the applicant shall apply for and receive Development Review approval for development and construction on the site as specified in Section 133 of the Zoning Ordinance, and/or land division approval under the Subdivision Ordinance No. 2808.

3. Prior to issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure B of the Transportation Plan, the owner shall construct right-of-way improvements to NW Freeman Avenue as approved by the City Engineer.

4. The applicant shall provide a Clean Water Services Service Provider Letter to the City prior to issuance of permits for any new development on the site, and any new development shall comply with and otherwise implement any conditions required by the Letter.

Date of Decision: May 30, 2007.

PLANNING AND ZONING HEARINGS BOARD

By: _____
Daniel Kearns, Chairman

Board Member Action:	Agree/Object	Date:
Brenda Gustafson	Agree	5/30/07
Walter Hellman	Agree	5/22/07

CITY OF HILLSBORO

April 25, 2007

STAFF REPORT

TO: Planning and Zoning Hearings Board

FROM: Planning Department

RE: Request for Approval of a Zone Change - ZC 5-07: Fisher's Court

REQUEST

The applicant, Alpha Community Development, on behalf of property owner Tom Fellas, requests a zone change from R-7 (Single-Family Residential) to A-1 (Duplex Residential) on a property approximately 8,796 square feet in size. The property is designated RM (Medium Density Residential) on the City's Comprehensive Plan land use map. The purpose of the zone change is to bring the site into conformance with the Comprehensive Plan designation, as A-1 is the only implementing zone for the RM designation.

SITE DESCRIPTION

The site proposed for the zone change is west of NW Freeman Avenue, south of NW Garibaldi Street, north of NW Jackson Street, and east of NW Yonia Court. The property is specifically identified as Tax Lot 2100 on Washington County Tax Map 1N3 36AC and is addressed as 445 NW Freeman Court.

The site is developed with one single-family detached home, surrounded by mature deciduous and coniferous trees. The site has a curb-tight sidewalk and street lights along its Freeman Avenue frontage. The site is essentially flat.

NW Freeman Avenue is designated as a City Local Street on the Hillsboro Transportation System Plan (TSP) Functional Classification Plan Map.

The City of Hillsboro Goal 5 Significant Natural Resources Inventory identifies no Significant Natural Resources and/or associated Impact Areas on the site. The Clean Water Services (CWS) Sensitive Areas Pre-Screen Map indicates no sensitive areas on or near the site (see attached map).

DESCRIPTION OF SURROUNDING AREA

Area	Plan	Zoning	Land Uses
North	RM (Medium Density Residential)	R-7 (Single-Family Residential)	Single-family detached residential
South	RM	A-1 (Duplex Residential)	Vacant
East	RM	R-7	Single-family detached residential
West	RL (Low Density Residential)	R-7	Single-family detached residential

PUBLIC UTILITIES

Service	Provider	Size	Location	Distance from site
Water	City	8"	NW Freeman Ave	Adjacent (East)
Sanitary Sewer	City	8"	Adjacent to west edge of site	Adjacent (West)
Storm Drain	City	12"	NW Freeman Ave	Adjacent (East)
		15"	South of site	100 ft (South)

TRANSPORTATION FACILITIES

Streets	Existing		Plan Designated	
	R-O-W	Improvement	R-O-W	Improvement
NW Freeman Ave	60'	32'+/-	54'	32'
Sidewalk Improvements	**Existing**		**Plan Designated**	
NW Freeman Ave	5-foot curb-tight		5-foot property line	
Mass Transit	**Bus Route**		**Distance to Site**	
Transit	#57		Approx. ¼ mile south	
Light Rail Transit (LRT)	Downtown Hillsboro Station		Approx. ¼ mile southeast	
Bicycle Lane	**Existing**		**Plan Designated**	
NW Freeman Ave	None		NA	

APPLICABLE PLAN POLICIES

Section 2 Urbanization Implementation Measure (IV)(A)(1). Urban services necessary for development include adequate water, sewer, and fire protection. The documentation of the availability of these needed services must be current.

Section 2 Urbanization Implementation Measure (IV)(A)(2). Whenever feasible, the installation of sewage trunk lines shall occur prior to the development of the affected urban area.

Section 2 Urbanization Implementation Measure (IV)(A)(3). Public streets, new or existing, which are proposed for access to a particular site proposed for development, shall be developed in accordance with the transportation element of the Comprehensive Plan.

Section 2 Urbanization Implementation Measure (IV)(A)(4). Other essential services, including school districts, Police or Sheriff's Department, water districts, and transit agency, must be proven to be available to a proposed development within five years of a development approval.

Section 2 Urbanization Implementation Measure (IV)(A)(5). The infill of vacant, bypassed lands, between areas of development, at an urban level, shall be encouraged. Appropriate measures shall be taken to insure that new development in infill areas is compatible with existing developed areas. The City will support a proposed annexation of infill areas and allow subsequent development to occur under the clear and objective standards in its implementing ordinances, including the Zoning and Subdivision ordinances.

Section 2 Urbanization Implementation Measure (IV)(I). Use of services available in the Hillsboro Planning Area will be maximized through the encouragement of new development at maximum densities prescribed by the applicable Comprehensive Plan/land use ordinance, and through the infilling of partially developed areas.

Section 2 Urbanization Implementation Measure (J). Land uses identified by the Comprehensive Plan Land Use Map have been determined to be the most suitable needed by the City. To meet the burden of proof for a proposed zone change, it is both necessary and sufficient to show that the proposed zone is consistent with and represents the highest use allowed by the Comprehensive Plan Land Use Map, and in the case of zone changes in residential areas, the proposed zone shall allow development of housing at a density within the range designated by the Land Use Map. In addition, the City may attach clear and objective conditions to the zone change provided such conditions are consistent with the Comprehensive Plan, the Zoning Ordinance, and other rules and policies regulating development in the City.

Section 3 Housing Policy (B). A variety of housing units shall be encouraged throughout the planning area for households of all incomes, ages and living patterns. Such housing should include, but not be limited to, single-family residences, accessory dwellings, duplexes, apartments, attached single-family residences, co-op housing, condominiums, townhouses and manufactured housing. Specific locations for each type of housing shall be consistent with the comprehensive plan map and zoning map. Each type of housing should be available at various prices and rents in order to maximize housing choices of the public.

Section 3 Housing Policy (Y). Residential land shall develop within the density range designated by the Comprehensive Plan. However, density reductions and transfers may be allowed within the Significant Natural Resource Overlay (SNRO) District and within Habitat Benefit Areas that fall outside of the SNRO District.

Section 3 Housing Implementation Measure (M). Residential density designations are intended to discourage development at lower densities. The densities of new developments shall be monitored and reviewed annually to assure that residential construction is implementing the Comprehensive Plan designations. If the residential density designations are not being implemented, additional land shall be designated or redesignated to help assure that the overall density will be attained.

Section 10 (I) Goals (C). Conserve energy by lowering commuting distance.

Section 12 Public Facilities and Services Goals:

(A) Provide public facilities and services in an orderly and efficient manner consistent with the expansion of urbanization into rural areas.

(B) Utilize the availability of public facilities and services as a tool for guiding urbanization with the Hillsboro Planning Area.

(C) Provide a safe and healthy living environment.

(D) Provide that existing land uses are and will continue to be supported by needed public facilities and services.

(E) Provide that future development is appropriately guided and supported by the provision of public facilities and services in a timely, orderly, and efficient manner.

Section 12 Public Facilities and Services Policy (D). Public facilities and services shall be provided at a level sufficient to create and maintain an adequate supply of housing and service an increasing level of commercial and industrial activity.

The applicant's findings in response to the above goals and policies are found in pages 12-22 of the application narrative.

APPROVAL CRITERIA

Zoning Ordinance No. 1945, Section 114 (2) specifies the approval criteria for a proposed zone change as follows:

(2) Before the Hearings Board grants a zone change, they shall require that the applicant demonstrate compliance with the following criteria:

a. That the request must conform with the Hillsboro Comprehensive Plan and this Ordinance;

b. That, where more than one designation is available to implement the Comprehensive Plan designation (e.g. R-7 vs. R-10), the applicant must justify the particular zoning being sought and show that it is best suited for the specific site, based upon specific policies of the Hillsboro Comprehensive Plan.

Section 114(1) of the Zoning Ordinance lists conditions that may be attached to a zone change approval:

(1) Amendment of this Ordinance by amending the zoning map may be contingent upon compliance with conditions found necessary to accomplish the purposes of this Ordinance and implement the goals and policies of the Hillsboro Comprehensive Plan. To that purpose, any of the following conditions, stipulations or limitations may be attached to a zone change approval:

a. Street improvements within/abutting the development
b. Street dedication within and/or abutting the development
c. Joint use/access agreement
d. Improvement agreements for the installation of necessary on-site public facilities
e. Utility easements
f. Landscaping
g. Off-street parking
h. Storm drainage improvements
i. Off-site public improvements when the rezoning and subsequent development will contribute significantly to the need for such off-site improvements
j. Development Review approval by the Planning Commission; for projects in zones or locations for which development requirements and design standards are specified in the Zoning Ordinance
k. Screening, fencing
l. Limiting access
m. Surety/performance bonds
n. Non-remonstrance clause

The applicant's narrative with findings responding to the above goals and policies, is attached for the Board's review.

APPLICABLE LAND USE DISTRICTS

There is only one zone which can implement the RM (Medium Density Residential) plan designation, and that is the A-1 (Duplex Residential) zone. The site's current zoning, R-7 (Single-Family Residential) is not consistent with the RM plan designation.

Transportation and Access

NW Freeman Avenue is identified as a Local Street on the City's Transportation System Plan (TSP). The street is improved with a 32-foot paved width, curb, gutter, and curb-tight sidewalk; staff notes that the existing sidewalk will likely be required to be replaced with a property-line sidewalk with planter strip at the curb, upon development of the site. The road right-of-way measures 60 feet, 30 feet from centerline, so no right-of-way dedication is required.

DEPARTMENTAL COMMENTS

No comments were received from City departments regarding this zone change application.

TESTIMONY RECEIVED

No written comments or testimony have been received to date from adjacent property owners or affected agencies.

RECOMMENDATION

Should the Hearings Board choose to approve the requested zone change, the Planning staff recommends that the following conditions be placed on the property:

1. Future development on this site shall occur in conformance with the applicable standards of Sections 21-27 of the Zoning Ordinance, except where exceptions may be approved under Sections 106 to 111: Variances.

2. Prior to the issuance of building permits, the applicant shall apply for, and receive Development Review approval for development and construction on the site as specified in Section 133 of the Zoning Ordinance, and/or approval for a land division as specified in the Subdivision Ordinance No. 2808, as applicable.

3. Prior to the issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure (B) of the Transportation Plan, the owner(s) shall construct right-of-way improvements to NW Freeman Ave as approved by the City Engineer.

4. A Clean Water Services Service Provider Letter shall be required prior to issuance of permits for any new development on the site, and the new development shall comply with any conditions required by the Letter.

Respectfully submitted,

CITY OF HILLSBORO PLANNING DEPARTMENT

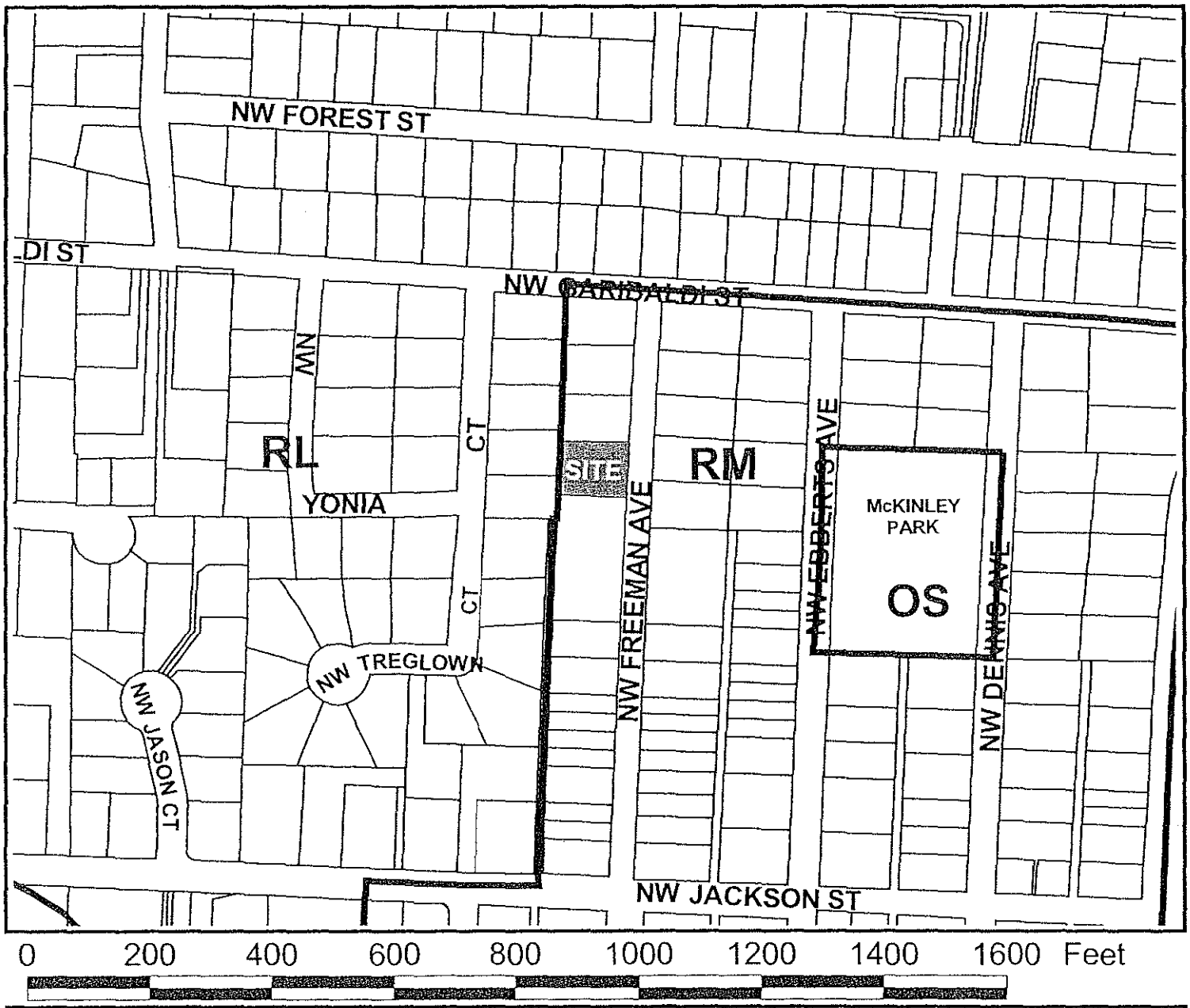
Genny Bond

Genny Bond
Urban Planner II

Attachments: Comprehensive Plan and Zoning Maps
Clean Water Services Sensitive Area Pre-Screen Map
Aerial photo
Application materials

ZC 5-07: FISHER'S COURT

REQUEST FOR ZONE CHANGE APPROVAL FROM R-7 SINGLE FAMILY RESIDENTIAL TO A-1 DUPLEX RESIDENTIAL ON ONE PROPERTY APPROXIMATELY 0.20 ACRES IN SIZE.

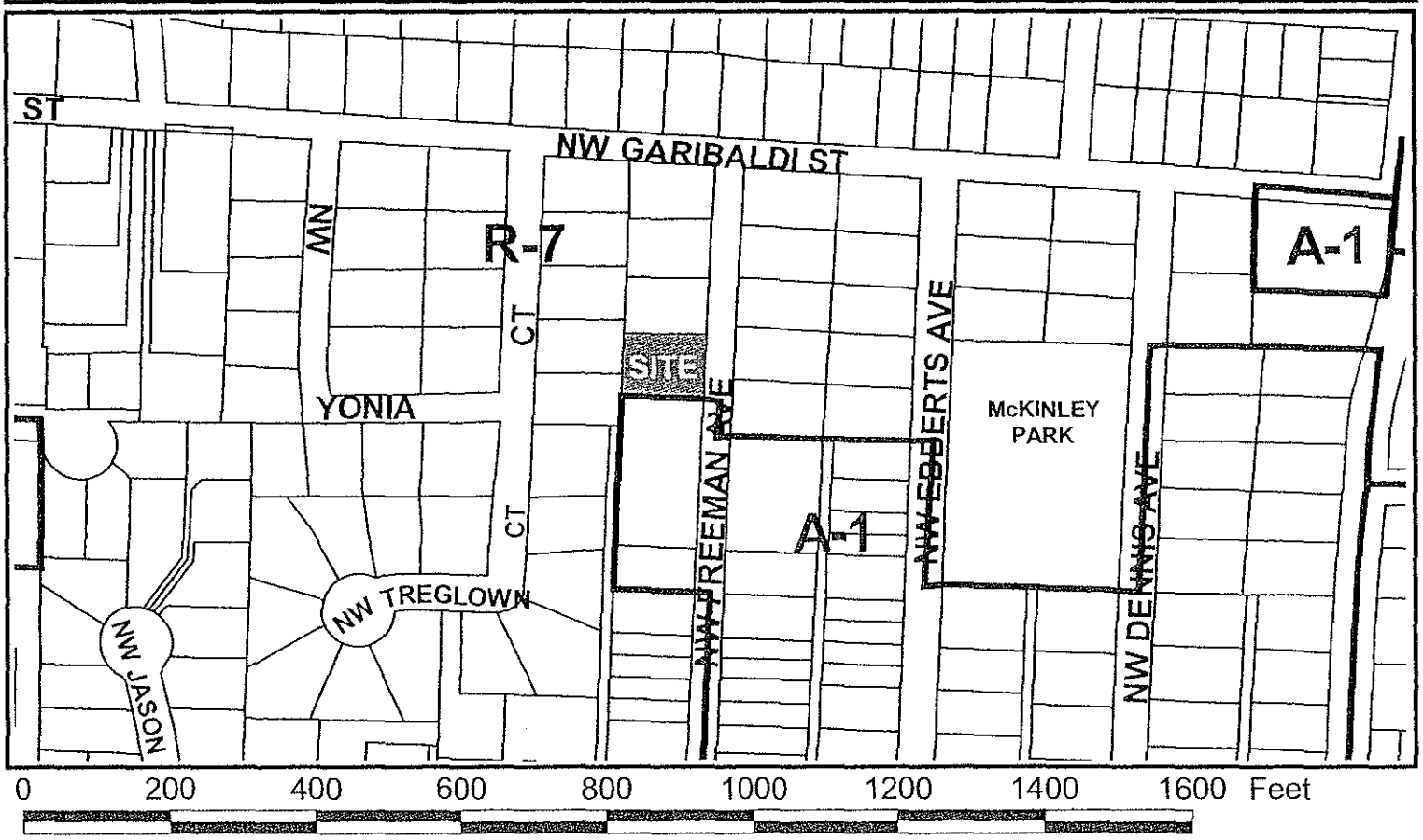


Comprehensive Plan Designations

RL	- Low Density Residential (3-7 units per acre)	C	- Commercial	MU	- Mixed Use
RM	- Medium Density Residential (8-16 units per acre)	IN	- Industrial	CO	- County
RH	- High Density Residential (17-23 units per acre)	PF	- Public Facility		
RMR	- Mid-Rise Residential (24 - 30 units per acre)	OS	- Open Space		
SCPA	- Station Community Planning Area	FP	- Floodplain		

ZC 5-07: FISHER'S COURT

REQUEST FOR ZONE CHANGE APPROVAL FROM R-7 SINGLE FAMILY RESIDENTIAL TO A-1 DUPLEX RESIDENTIAL ON ONE PROPERTY APPROXIMATELY 0.20 ACRES IN SIZE.

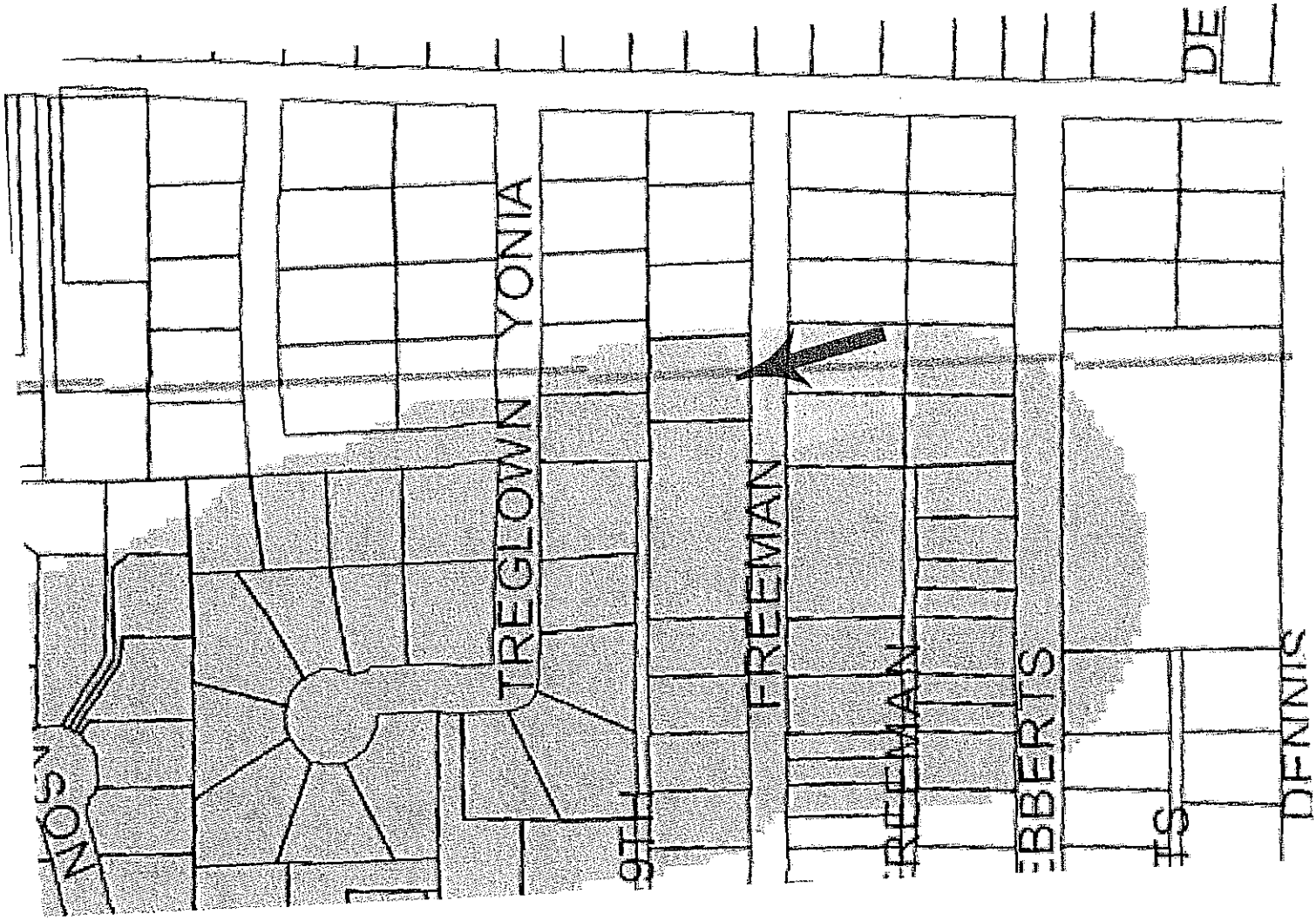


City of Hillsboro Zoning Designations					
R-6	Single Family Residential	R-8.5	Single Family Residential	A-1	Duplex Residential
R-7	Single Family Residential	R-10	Single Family Residential	A-2	Multi-Family Residential
SCC-SC	Station Community Commercial - Station Commercial			A-3	Multi-Family Residential
SCC-MM	Station Community Commercial - Multi-Modal			A-4	Multi-Family Residential
SCC-CBD	Station Community Commercial - Central Business District			C-1	General Commercial
SCC-HOD	Station Community Commercial - Highway Oriented District			C-4	Neighborhood Commercial
SCBP	Station Community Business Park			PUD	Planned Unit Development
SCRP	Station Community Research Park			M-2	Industrial
SCI	Station Community Industrial			M-P	Industrial Park
SCR-HD	Station Community Residential - High Density			SID	Special Industrial District
SCR-MD	Station Community Residential - Medium Density			SSID	Shute Special Industrial District
SCR-LD	Station Community Residential - Low Density			CO	Unincorporated County
SCR-V	Station Community Residential - Village			ANX	Recent Annexation
SCFI	Station Community Fair Complex Institutional				
SCR-OTC	Station Community Residential - Orenco Townsite Conservation Overlay				
SCR-DNC	Station Community Residential - Downtown Neighborhood Conservation				

City of Hillsboro Planning Department: (503) 681-6153 http://www.ci.hillsboro.or.us/Planning_Department/

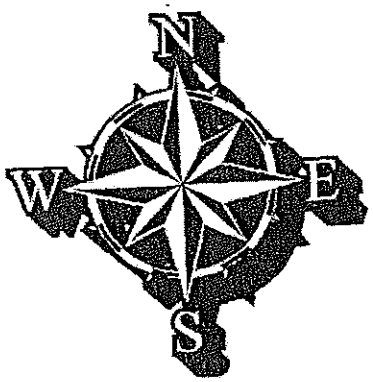
ZC 5-07: FISHER'S COURT

Clean Water Services
Sensitive Area Pre-Screen Map



Legend

- GIS.WasCo_taxlots
- p_stm
- Streams2002
- STM_LINE
- Buffer_of_STM_LINE
- GIS.CWSB
- QTR_SEC
- Hillsboro



Clean Water Services

ZC 5-07: FISHER'S COURT

2006 AERIAL PHOTOGRAPHY

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CITY OF HILLSBORO

UC

June 27, 2007

STAFF REPORT

TO: City Council

FROM: Planning Department

RE: Request for Approval of a Zone Change – ZC 8-07: Walker Road Neighborhood Park

REQUEST

Attached are materials relating to an owner-initiated zone change from A-1 Duplex Residential to A-3 Multifamily Residential on one property approximately 2.66 acres in size. The purpose of the zone change request is to change the zoning for the subject property to the A-3 zone in order to bring the subject site into conformance with the RMR Mid-Rise Residential Comprehensive Plan designation on the majority of the subject site and allow for development of a future City park. The site proposed for the zone change is generally located north of NW Snoqualmie Street, east of NW 192nd Avenue, south of NW Cornell Road, and west of NW 190th Avenue. The property can be specifically identified as Tax Lot 500 on Washington County Tax Map 1N2-36AB. The site is currently vacant with a temporary lawn.

A staff report is attached for your review. The Planning and Zoning Hearings Board has recommended approval of the proposed zone change with four conditions. Hearings Board Opinion No. 1645, dated May 30, 2007, regarding this matter is attached.

A proposed ordinance has also been attached for your consideration.

Please retain these materials until a final action has been taken on this matter. If you have any questions, please contact the Planning Department at (503) 681-6153.

Respectfully submitted,

CITY OF HILLSBORO PLANNING DEPARTMENT

R. Brett Estes, AICP
Planning Supervisor

Attachments: Draft Ordinance
Hearings Board Opinion No. 1645
Staff report and maps

ORDINANCE NO. _____

ZC 8-07: WALKER ROAD NEIGHBORHOOD PARK

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP, A PORTION OF HILLSBORO ZONING ORDINANCE NO. 1945, AS AMENDED, BY CHANGING THE ZONING OF A CERTAIN TRACT OF LAND FROM A-1: DUPLEX RESIDENTIAL TO A-3: MULTIFAMILY RESIDENTIAL.

WHEREAS, the City of Hillsboro Planning and Zoning Hearings Board held a public hearing on the proposed zone change on May 2, 2007, and voted to recommend to the City Council that the subject zone change be granted, based on the findings adopted by the Board as Opinion No. 1645, dated May 30, 2007, and

WHEREAS, the City Council hereby adopts the findings of the Planning and Zoning Hearings Board as its own in regard to this matter, and

WHEREAS, based on those findings, the City Council hereby determines that the zone change conforms with the Hillsboro Comprehensive Plan and Zoning Ordinance, and the particular zone recommended is the best suited for the subject site.

NOW, THEREFORE, THE CITY OF HILLSBORO DOES ORDAIN AS FOLLOWS:

Section 1. The following described tract of land is hereby rezoned from A-1: Duplex Residential to A-3: Multifamily Residential.

Tax Lot 500 on Washington County Tax Map 1N2-36AB, Section 36, Township 1 North, Range 2 West, Willamette Meridian, on record as of March 19, 2007, a copy of which is attached hereto and thereby made a part of this Ordinance.

Section 2. Approval of this zone change is subject to the following conditions:

1. Prior to the issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure B of the Transportation Plan, the owner shall provide additional street right-of-way dedications along the frontage of NW 190th Avenue, NW 192nd Avenue, NW Gallatin Street and NW Snoqualmie Street as necessary to meet the standards of the Transportation Plan.

2. Prior to the issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure B of the Transportation Plan, the owner shall construct street and frontage improvements to NW 190th Avenue, NW 192nd Avenue, NW Gallatin Street and NW Snoqualmie Street as approved by the City Engineer.

3. Prior to the issuance of building permits, the applicant shall apply for and obtain Development Review approval for development and construction on the site as specified in Section 133 of the Zoning Ordinance.

4. The applicant shall provide a Clean Water Services Service Provider Letter to the City prior to issuance of permits for any new development on the site, and any new development shall comply with and otherwise implement any conditions required by the Letter.

Section 3. The City Planning Director is hereby instructed to cause the official zoning map, a part of Ordinance No. 1945, to be amended to include the zone change set forth in Section 1 hereof.

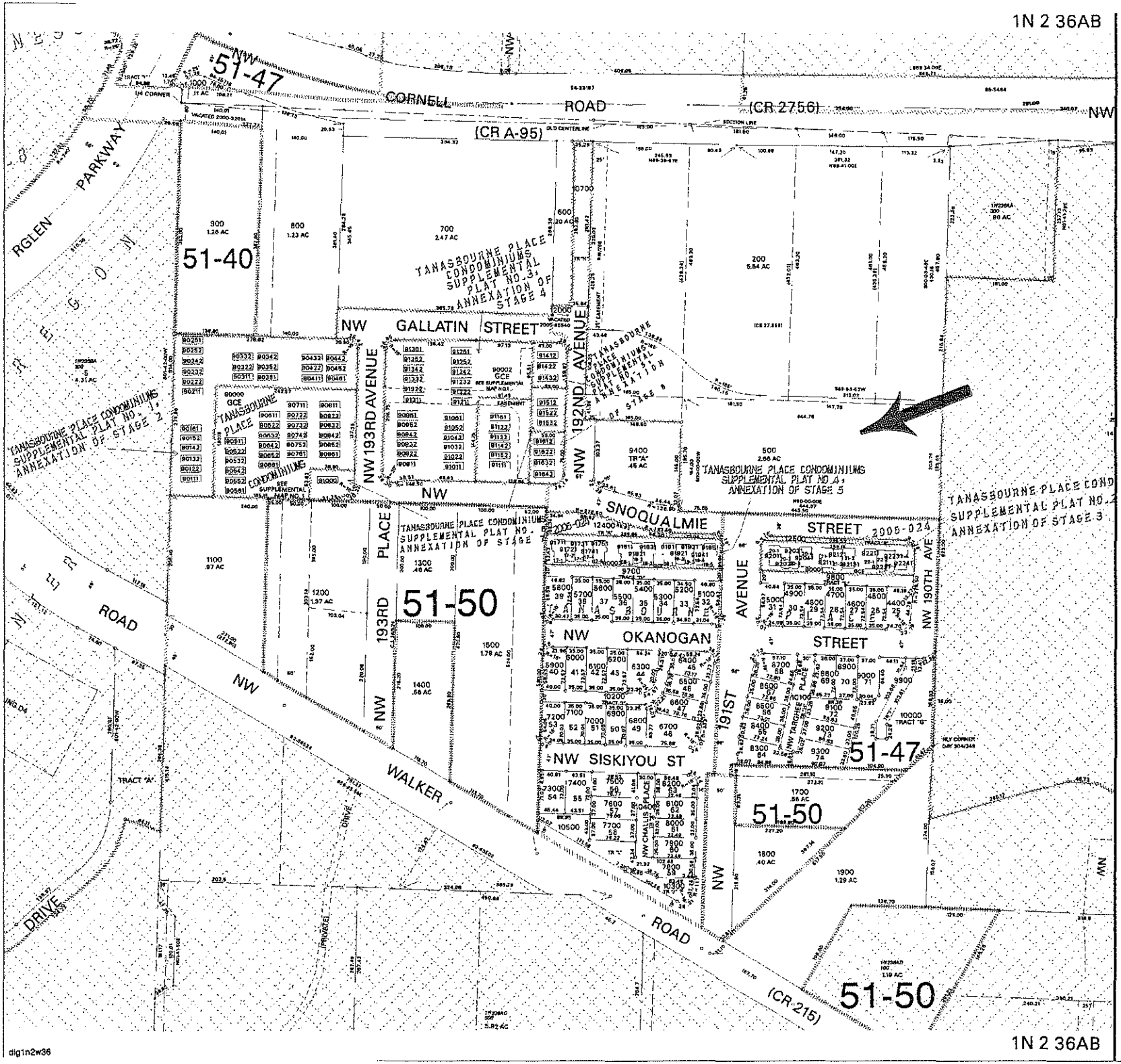
Section 4. Except as herein amended, Zoning Ordinance No. 1945, as amended, shall remain in full force and effect.

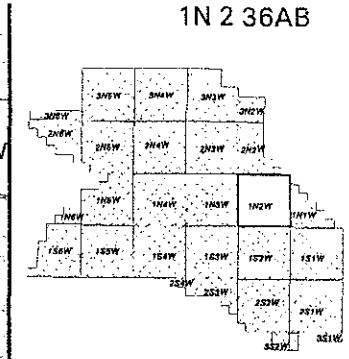
Passed by the Council this 3rd day of July, 2007

Approved by the Mayor this 3rd day of July, 2007

_____
Mayor

ATTEST: _____
City Recorder

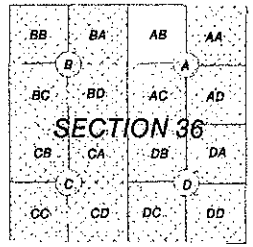




WASHINGTON COUNTY OREGON
NW1/4 NE1/4 SECTION 36 T1N R2W W.M.
SCALE 1" = 100'

36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6
12	7	8	9	10	11	12	7
13	18	17	16	15	14	13	18
24	19	20	21	22	23	24	19
25	30	29	28	27	26	25	30
36	31	32	33	34	35	36	31
1	6	5	4	3	2	1	6

FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.co.washington.or.us



Cancelled Taxlots For: 1N236AB

1600,701,10600,11900,11850,2000,2100,2200,2300,2400, 2500,2600,2700,2800,2900,3000,3100,3200,3300,3400, 3500,3600,3700,3800,3900,4000,4100,4200,4300,9500, 9600,10800,10900,11000,11100,11200,11300,11400,11500, 11600,11700,12300,12200,11800,11851,12100,

Assessment
CARTOGRAPHY
Taxation

PLOT DATE: March 19, 2007
FOR ASSESSMENT PURPOSES ONLY - DO NOT RELY ON FOR OTHER USE

Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.

HILLSBORO
1N 2 36AB

dig1n2w36

BEFORE THE PLANNING AND ZONING HEARINGS BOARD FOR THE CITY OF HILLSBORO, OREGON

In the matter of an application for a zone change from A-1 Duplex Residential to A-3 Multifamily Residential for a 3.11-acre site proposed for a new public park in the City of Hillsboro.	**City File No. ZC 8-07** **(Walker Road Neighborhood Park)** **Opinion No.** 1645

I. Summary:

This Opinion is the decision of the Planning and Zoning Hearings Board approving with conditions this application for a zone change from A-1 Duplex Residential to A-3 Multifamily Residential to make a 3.11-acre parcel completely A-3 and suitable to accommodate a new public park. This decision is based on the April 25, 2007 Staff Report, as supplemented by the Findings of Fact, Conclusions of Law and conditions of approval set forth below.

II. Subject Property, Proposal and Applicant:

The land subject to this zone change application is a 2.66-acre lot zoned A-1 Duplex Residential, generally located north of NW Snoqualmie Street, east of NW 192nd Avenue, south of NW Cornell Road and west of NW 190th Avenue (TL 500 on Map 1N2-36AB). The City of Hillsboro Parks & Recreation Department is the owner and applicant. The site is currently undeveloped and covered with a grass lawn, and concurrent with this zone change request, the applicant has also applied for a conditional use permit to develop a public park (CU 10-07) on the property that is the subject of this zone change plus an adjacent parcel presently zoned A-3. Parks are conditionally allowed in the City's A-3 zone.

III. Local Procedure and Applicable Law:

The City duly noticed and held a public hearing on this application on May 2, 2007 before the Planning and Zoning Hearings Board (the Board), consisting of Chairman Daniel Kearns and members Brenda Gustafson and Walter Hellman. At the commencement of the hearing, the Chairman made the procedural statements required by ORS 197.763 (5) and (6) and 197.796. No member of the Board had any ex parte contacts, conflicts of interest or biases to report. There were no procedural objections or objections to the participation of any member of the Board in this matter, and no person requested a continuance or that the record be kept open. The Staff Report listed the approval criteria, which were recited by City Planner Jennifer Wells during the hearing, and recommended 4 conditions of approval. The applicable approval criteria are set forth in Section 114(2), governing zone changes, which requires the applicant to demonstrate compliance with all of the following:

1. The request must conform with the Hillsboro Comprehensive Plan and Zoning Ordinance;

2. Where more than one designation is available to implement the Comprehensive Plan designation (*e.g.*, R-7 vs. R-10), the applicant must justify the particular zoning being sought and show that it is best suited for the specific site, based upon specific policies of the Hillsboro Comprehensive Plan.

Additionally, the following Comprehensive Plan goals and policies have been implicated as applicable approval standards in this matter: Urbanization Implementation Measures J and M, Natural Resources, Open Space, Scenic and Historic Sites Goals A, B and C, Recreation Polices A and D, Transportation Implementation Measures B, O and P, Tanasbourne Community Plan Goal B and Policies A and B.

IV. Summary of the Proceeding and the Record:

The subject site, surrounding area and availability of transportation and public utilities are described in the Staff Report, and these sections are adopted and incorporated herein by the Board. Bruce Copenhagen, of the City's Parks & Recreation Department, appeared at the hearing to present the project and answer questions. Mr. Copenhagen stated the applicant's agreement with staff's proposed conditions. No one else requested the opportunity to testify on this matter, and the Board closed the record at the conclusion of the May 2nd hearing. The record contains the application and supporting materials, an April 25, 2007 staff report and an audio recording of the May 2, 2007 hearing. Additionally, the record of this zone change application was consolidated with the record of the companion conditional use permit record (CU 10-07).

V. Discussion, Conclusion and Decision:

The Board concludes that the application adequately responds to and addresses each of the approval criteria, based on the applicant's narrative, the site plan, and staff report in the record. The Board adopts and incorporates herein the Discussion section of the April 25, 2007 staff report and adopts as its own the applicant's narrative addressing the zone change criteria, including the applicable comprehensive plan goals and policies. On this basis, the Board concludes that the application meets all of the applicable approval criteria, and it is hereby approved subject to the following conditions:

1. Prior to issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure B of the Transportation Plan, the owner shall provide additional street right-of-way dedications along the frontage of NW 190th Avenue, NW 192nd Avenue, NW Gallatin Street and NW Snoqualmie Street as necessary to meet the standards of the Transportation Plan.

2. Prior to issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure B of the Transportation Plan, the owner shall construct street and frontage improvements to NW 190th Avenue, NW 192nd Avenue, NW Gallatin Street and NW Snoqualmie Street as approved by the City Engineer.

3. Prior to issuance of building permits, the applicant shall apply for and obtain Development Review approval for development and construction on the site as specified in Section 133 of the Zoning Ordinance.

4. The applicant shall provide a Clean Water Services Service Provider Letter to the City prior to issuance of permits for any new development on the site, and any new development shall comply with and otherwise implement any conditions required by the Letter.

Date of Decision: May 30, 2007.

PLANNING AND ZONING HEARINGS BOARD

By: _____
Daniel Kearns, Chairman

Board Member Action:	Agree/Object	Date:
Brenda Gustafson	Agree	5/30/07
Walter Hellman	Agree	5/22/07

CITY OF HILLSBORO

April 25, 2007

STAFF REPORT

TO: Planning and Zoning Hearings Board

FROM: Planning Department

RE: Request for Approval of a Zone Change –
Case File ZC 8-07: Walker Road Area Neighborhood Park

REQUEST

The applicant and property owner, City of Hillsboro Parks & Recreation Department, requests a zone change from A-1 Duplex Residential to A-3 Multifamily Residential, on one property approximately 2.66 acres in size. The purpose of the zone change request is to change the zoning for the subject property to the A-3 zone in order to bring the subject site into conformance with the RMR Mid-Rise Residential Comprehensive Plan designation on the majority of the subject site and allow for development of a future City park.

SITE DESCRIPTION

The affected property is generally located north of NW Snoqualmie Street, east of NW 192nd Avenue, south of NW Cornell Road, and west of NW 190th Avenue. The property can be specifically identified as Tax Lot 500 on Washington County Tax Map 1N2-36AB. The subject site slopes downward from the northwest to the southeast toward Bronson Creek, which is located southeast of the subject site. The site is currently vacant with a temporary lawn.

NW 190th Avenue (north of NW Snoqualmie Street) and NW Snoqualmie Street (east of NW 191st Avenue) are identified as Collectors, and NW 192nd Avenue, NW Gallatin Street (west of NW 190th Avenue) and NW Snoqualmie Street (west of NW 191st Avenue) are identified as Neighborhood Routes on the Transportation System Plan Functional Classification Plan.

The City of Hillsboro Goal 5 Significant Natural Resources Inventory identifies no Significant Natural Resources and/or associated Impact Areas on the site. The Clean Water Services (CWS) Sensitive Areas Pre-Screen Map shows the entire site as being located outside of the area of potential impact (see attached map).

DESCRIPTION OF SURROUNDING AREA

Area	Plan	Zoning	Land Uses
North	RMR: Mid-Rise Residential	MU-C Mixed Use - Commercial	Vacant land
South	OS: Open Space	A-4 Multifamily Residential	Condominiums
East	RMR	A-3 Multifamily Residential	Under construction: townhouses
West	RMR	A-3 Multifamily Residential	Condominiums

PUBLIC UTILITIES

Service	Provider	Size	Location	Distance from site
Water	TVWD	8"	NW Snoqualmie Street	Adjacent (South)
Sanitary Sewer	City	8"	NW 192nd Avenue	Adjacent (West)
Storm Drain	City	12"	NW 192nd Avenue	Adjacent (West)
		12"	NW Snoqualmie Street	Adjacent (South)

TRANSPORTATION FACILITIES

Streets	Existing		Plan Designated	
	R-O-W	Improvement	R-O-W	Improvement
NW 190th Avenue (north of NW Snoqualmie Street)*	N/A	None	48'	28'
NW 192nd Avenue*	25' to 51'	20' to 28'	51'	32'
NW Gallatin Street*	N/A	None	60'	36'
NW Snoqualmie Street*	38' to 47'	26' +/-	47'	28'
Sidewalk Improvements	**Existing**		**Plan Designated**	
NW 190th Avenue (north)*	None		5-foot	
NW 192nd Avenue*	5-foot on west side/ 5-foot on portion of east side		5-foot	
NW Gallatin Street*	None		5-foot	
NW Snoqualmie Street*	5-foot on south side		5-foot	
Mass Transit	**Bus Route**		**Distance to Site**	
Transit	48		Adjacent (north on NW Cornell Rd)	
Light Rail Transit	MAX Willow Creek Transit Center		About 1.3 miles southeast	
Bicycle Lane	**Existing**		**Plan Designated**	
NW 190th Avenue (north)*	None		None	
NW 192nd Avenue*	None		None	
NW Gallatin Street*	None		None	
NW Snoqualmie Street*	None		None	

* The street standards as listed in Section 13 (VII)(O) of the Hillsboro Comprehensive Plan may be modified for streets located within the Tanasbourne Community Plan Area to provide on-street parking, increased sidewalk width, etc. in order to encourage pedestrian activity, access and increased density in mixed use neighborhoods. See Section 13 Transportation Implementation Measures (VII) (O)(8) and (VII)(P) listed below more detail.

APPLICABLE PLAN POLICIES

Section 2 Urbanization Implementation Measure (J). Land uses identified by the Comprehensive Plan Land Use Map have been determined to be the most suitable needed by the City. To meet the burden of proof for a proposed zone change, it is both necessary and sufficient to show that the proposed zone is consistent with and represents the highest use allowed by the Comprehensive Plan Land Use Map, and in the case of zone changes in residential areas, the proposed zone shall allow development of housing at a density within the range designated by the Land Use Map. In addition, the City may attach clear and objective conditions to the zone change provided such conditions are consistent with the Comprehensive Plan, the Zoning Ordinance, and other rules and policies regulating development in the City.

In developed areas where existing uses and zoning are not consistent with the highest use under the Comprehensive Plan Land Use Map, an "incremental" zone change, which would allow development opportunity at the highest Plan use, shall be required prior to further redevelopment.

Section 2 Urbanization – Implementation Measure (M). The land use map shall designate property in the Hillsboro Planning Area as Low, Medium, High, or Mid-Rise Residential, Mixed-Use, Commercial, Industrial, Open Space, Floodplain, Public Facility or Station Community Planning Area. As used in this subsection, "Mixed-Use" means a mix of residential and commercial uses either vertically or horizontally. The land use map may also designate the boundaries of Hillsboro "community plan" areas. Residential land outside Station Community Planning Areas shall be designated Low, Medium, or High density, or Mid-Rise Residential, so as to provide the opportunity for an overall density of 10 units per net acre, and a 50% detached single family/50% attached single family or multi-family split on new construction. Appropriate Mixed Use zoning districts shall be applied to implement the Mixed Use (MU) Plan designation on all properties designated Mixed Use on the Comprehensive Plan Land Use Map, or on any properties identified for mixed use on a Community Plan Area Map.

Section 6 Natural Resources, Open Space, Scenic and Historical Sites - Goals:

(A) Preserve, protect and maintain for present and future residents of Hillsboro and surrounding community open space, historic site, and structures.

(B) Provide a livable and attractive environment.

(C) Promote and encourage development in character with the natural features of the land.

Section 9 Recreation – Policies:

(A) The amount of park acreage and the numbers and type of recreation facilities and recreation programs shall increase with the population growth of the planning area.

(D) The types and sizes of parks and recreation facilities shall be dispersed in park planning neighborhoods throughout the planning area in proportion to the population of the neighborhood.

Section 13 Transportation – Implementation Measure (B). Approval of land use actions on properties including or adjacent to rights-of-way and street improvements which are less than that specified in the Transportation Plan and Maps shall require: dedication of adequate land for public right-of-way to meet that specified in the Plan; construction of the required interior street system; and construction of, or execution of a non-remonstrance deed restriction for the specified street improvements immediately adjacent to the properties. For the purpose of this measure, land use actions are limited to zone changes, planned unit developments, conditional uses, variances, expansions of non-conforming uses, development reviews, site plan reviews, subdivisions, major partitions and minor partitions.

Section 13 Transportation – Implementation Measure (O) (8) Mixed Use Streets. Mixed use streets are located within or adjacent to neighborhoods zoned or designated for Mixed Use development on the Comprehensive Plan and / or zoning map. Such neighborhoods were originally identified in the 28th and Main Community Plan, the Tanasbourne Community Plan, and the Witch Hazel Village Community Plan, but may be established elsewhere in the City upon approval of Plan or zone changes.

Mixed Use neighborhoods are distinguished from other areas of the city by a variety of land uses in close proximity to each other, increased densities of both residential and non-residential uses, wider sidewalks, on-street parking, and other design characteristics intended to encourage pedestrian activity and access. Mixed use streets may be local residential or neighborhood streets, collectors, or arterial streets within or adjacent to these neighborhoods. To encourage pedestrian activity and access and increased density of development in these neighborhoods, street section design may be modified from the standards contained elsewhere in this Implementation Measure to provide on-street parking, increased sidewalk width, and / or to substitute bicycle lanes and bicycle ways on street sections where reduced traffic speeds will be established.

Section 13 Transportation -- Implementation Measure (P). The street standards contained in Transportation Implementation Measure M may be varied with City approval. Except where adjacent to properties designated or zoned for Mixed Use, the functional classification, projected volumes and bike path plan shall be accommodated in the variation. Standards for street sections adjacent to properties designated or zoned for Mixed Use may be adjusted to provide on-street parking, increased sidewalk width, or to substitute bicycle lanes and bicycle ways on street sections with reduced traffic speeds.

Section 18 Hillsboro Tanasbourne Community Plan -- Goal (B). Establish within the Tanasbourne Town Center one or more activity centers that integrate with, and add value to the entire Town Center Planning Area.

Section 18 Hillsboro Tanasbourne Community Plan – Policies:

(A) Planning and development within the entire Tanasbourne Town Center Area shall occur in accordance with the following policies:

(2) Encourage parks, plazas, schools, churches, public buildings, and other gathering places and uses which complement and support the key focal point(s) of the Town Center.

(B) In addition to the policies applicable to the entire Tanasbourne Town Center Area, the following policies shall apply only to the Cornell-Walker Roads Superblock Area:

(15)A usable park within the block of about 2 acres will be provided.

APPLICABLE LAND USE DISTRICTS

The only zoning designation which implements the RMR Mid-Rise Residential Comprehensive Plan designation with its density range from 24-30 units/net acre in this area is the A-3 Multifamily Residential. The minimum density for the A-3 zone is 23 units per net acre and the maximum density is 28.75 units per net acre. Staff notes that a portion of the subject site located adjacent to NW Snoqualmie Street has a Comprehensive Plan designation of OS Open Space, however there are no specific implementing zones for this plan designation. Therefore, the A-3 zone would be able to be applied to this area as well. Staff further notes that a portion of the future park site located at the northeastern corner of NW Snoqualmie Street and NW 192nd Avenue has already had the A-3 zone applied.

APPROVAL CRITERIA

Zoning Ordinance No. 1945, Section 114 (2) specifies the approval criteria for a proposed zone change as follows:

a. The request must conform with the Hillsboro Comprehensive Plan and the Zoning Ordinance;

b. That, where more than one designation is available to implement the Comprehensive Plan designation (e.g. R-7 vs. R-10), the applicant must justify the particular zoning being sought and show that it is best suited for the specific site, based upon specific policies of the Hillsboro Comprehensive Plan.

Section 114(1) of the Zoning Ordinance lists conditions that may be attached to a zone change approval:

1) Amendment of this Ordinance by amending the zoning map may be contingent upon compliance with conditions found necessary to accomplish the purposes of this Ordinance and implement the goals and policies of the Hillsboro Comprehensive Plan. To that purpose, any of the following conditions, stipulations or limitations may be attached to a zone change approval:

a. Street improvements abutting/within the development area
b. Street dedication within and/or abutting the development area
c. Joint use/access agreement
d. Improvement agreements for the installation of necessary on-site public facilities
e. Utility easements
f. Landscaping
g. Off-street parking
h. Storm drainage improvements
i. Off-site public improvements when the rezoning and subsequent development will contribute significantly to the need for such off-site public improvements
j. Development Review approval by the Planning Commission; for projects in zones or locations for which development requirements and design standards are specified in the Zoning Ordinance
k. Screening, fencing
l. Limiting access
m. Surety/performance bonds
n. Non-remonstrance clause

The applicant's narrative including an exhibit is attached for the Board's review.

DISCUSSION

The majority of the subject site is designated RMR Mid-Rise Residential, with a small portion located adjacent to NW Snoqualmie Street designated OS Open Space. As mentioned previously, there is only one zoning designation A-3 Multifamily Residential which implements the RMR Mid-Rise Residential plan designation. On page 4 of the narrative, the applicant has provided the following justification for the rezone request:

> *The need for the zone change is necessitated by Comprehensive Plan Section 2. Urbanization, (IV) Implementation Measure (J) which states: "Land uses identified by the Comprehensive Plan Land Use Map have been determined to be the most suitable needed by the City. To meet the burden of proof for a proposed zone change, it is both necessary and sufficient to show that the proposed zone is consistent with and represents the highest use allowed by the Comprehensive Plan Land Use Map, and in the case of zone changes in residential areas, the proposed zone shall allow development of housing at a density within the range designated by the Land Use Map. In addition, the City may attach clear and objective conditions to the zone change provided such conditions are consistent with the Comprehensive Plan, the Zoning Ordinance and other rules and policies regulating development in the City.*
>
> *In developed areas where existing uses and zoning are not consistent with the highest use under the Comprehensive Plan Land Use Map, an "incremental" zone change, which would allow development opportunity at the highest Plan use, shall be required prior to further redevelopment..." (emphasis added)*
>
> *The site proposed for the zone change is designated to be developed as a park. As a result, the zone change and subsequent development will meet the following Comprehensive Plan goals, policies and implementation measures:*

Staff notes that the applicant listed the Comprehensive Plan goals, policies and implementation measures on pages 4 and 5 of the narrative.

NW 190th Avenue (north of NW Snoqualmie Street) and NW Snoqualmie Street (east of NW 191st Avenue) are identified as Collectors, and NW 192nd Avenue, NW Gallatin Street (west of NW 190th Avenue) and NW Snoqualmie Street (west of NW 191st Avenue) are identified as Neighborhood Routes on the Transportation System Plan Functional Classification Plan. All of these streets require right-of-way dedication and a half-street improvement along the subject site's frontage.

DEPARTMENTAL COMMENTS

No comments or concerns were received from City departments.

TESTIMONY RECEIVED

No written testimony has been received to date from adjacent property owners or affected agencies.

RECOMMENDATION

Should the Hearings Board choose to approve the requested zone change, the Planning staff recommends that the following conditions be placed on the property:

1. Prior to the issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure (B) of the Transportation Plan, the owner shall provide additional street right-of-way dedications along the frontage of NW 190th Avenue, NW 192nd Avenue, NW Gallatin Street and NW Snoqualmie Street as necessary to meet the standards of the Transportation Plan.

2. Prior to the issuance of building permits for new construction on the site, or approval of a land use action as defined in Implementation Measure (B) of the Transportation Plan, the owner(s) shall construct road improvements to NW 190th Avenue, NW 192nd Avenue, NW Gallatin Street and NW Snoqualmie Street as approved by the City Engineer.

3. Prior to the issuance of building permits, the applicant shall apply for, and receive Development Review approval for development and construction on the site as specified in Section 133 of the Zoning Ordinance.

4. A Clean Water Services Service Provider Letter shall be required prior to issuance of permits for any new development on the site, and the new development shall comply with any conditions required by the Letter.

Respectfully submitted,

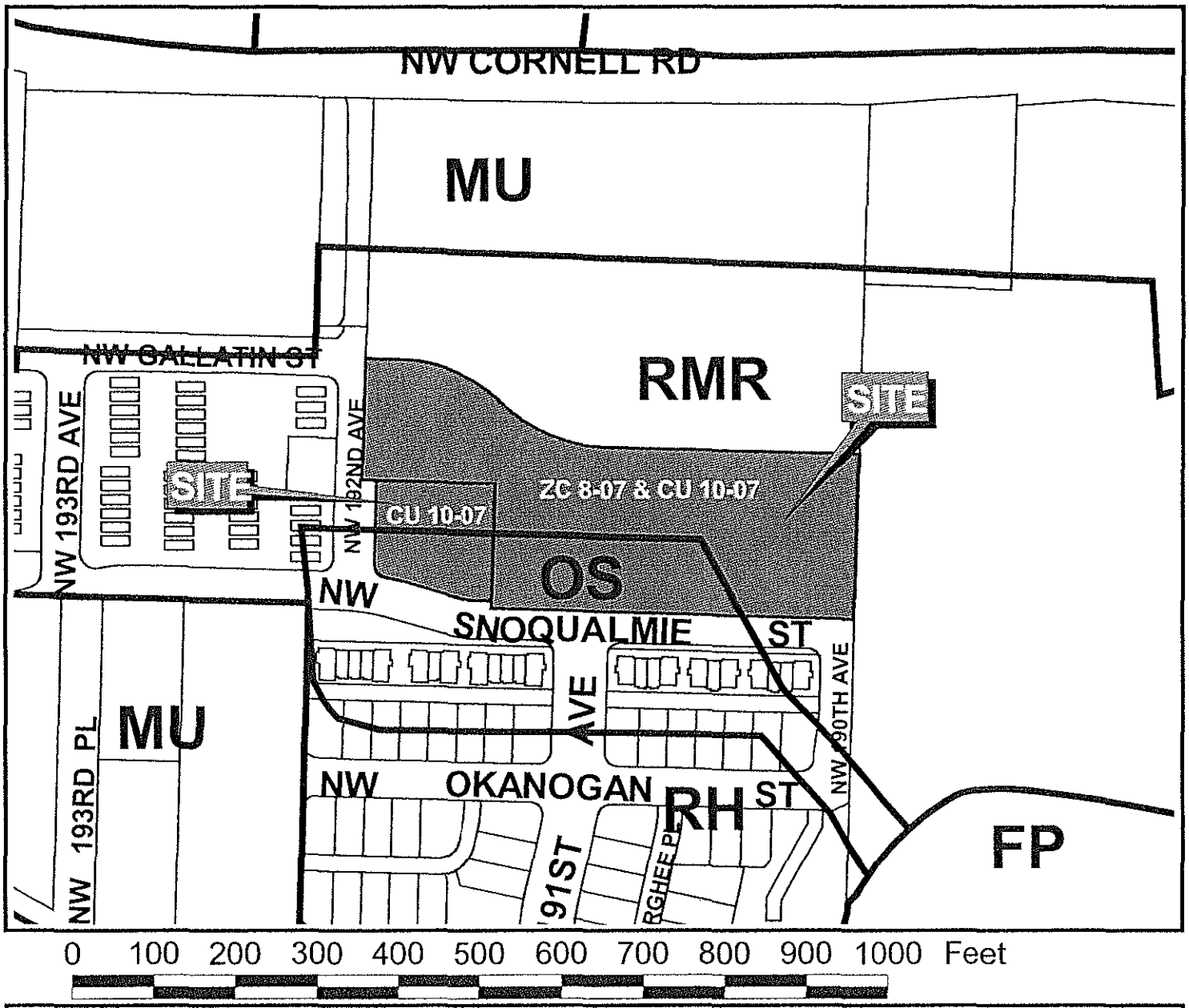
CITY OF HILLSBORO PLANNING DEPARTMENT

Jennifer K. Wells
Urban Planner III

Attachments: Comprehensive Plan and Zoning Maps
Clean Water Services Sensitive Area Pre Screen Map
Aerial photo
Applicant's narrative

ZC 8-07 & CU 10-07: WALKER RD. AREA NEIGHBORHOOD PARK

REQUEST FOR ZONE CHANGE FROM A-1 DUPLEX RESIDENTIAL TO A-3 MULTI-FAMILY RESIDENTIAL ON ONE PROPERTY APPROXIMATELY 2.66 ACRES IN SIZE AND AN ASSOCIATED REQUEST FOR CONDITIONAL USE APPROVAL FOR A CITY PARK ON TWO PROPERTIES TOTALING APPROXIMATELY 3.11 ACRES IN SIZE.



0 100 200 300 400 500 600 700 800 900 1000 Feet

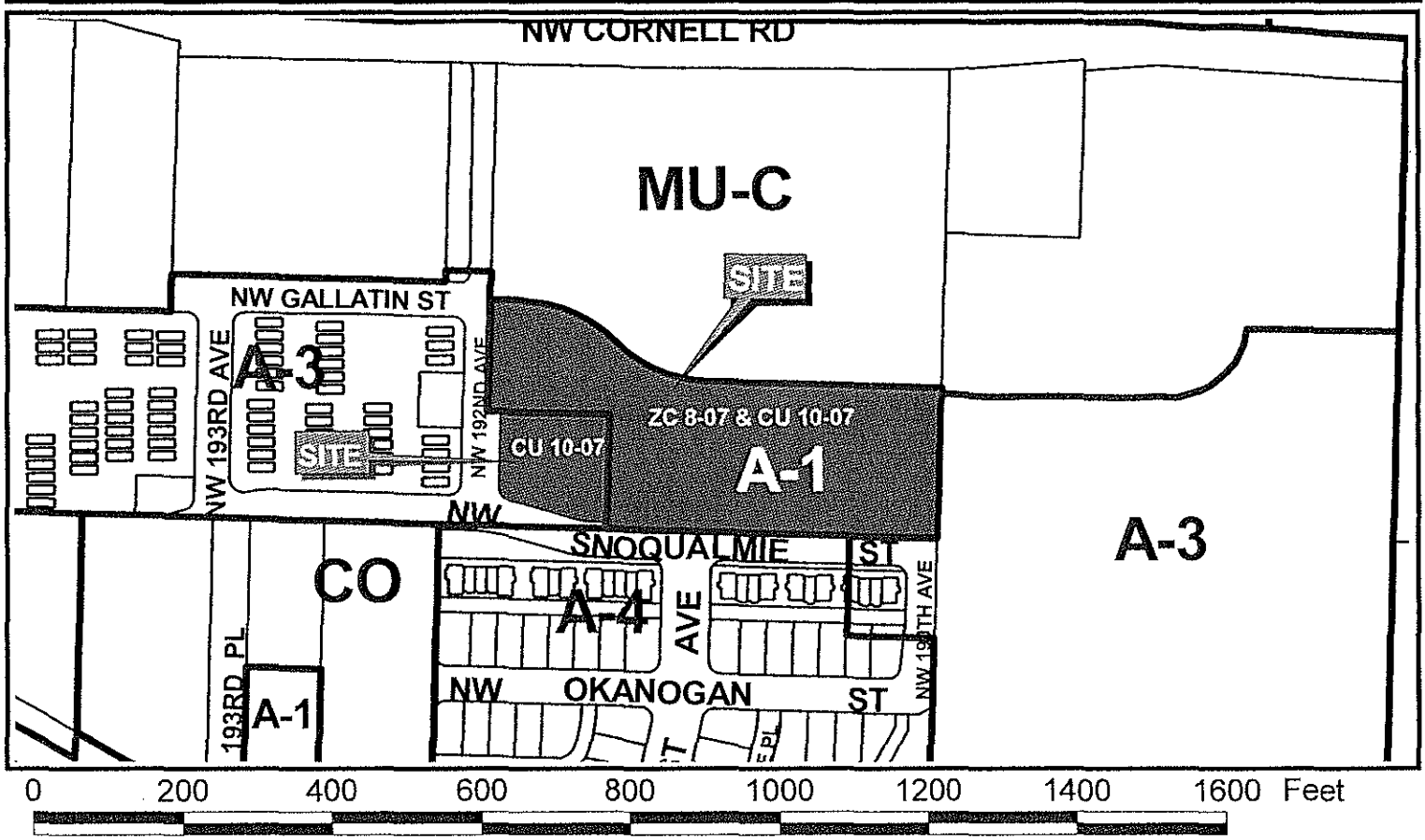
Comprehensive Plan Designations

RL	- Low Density Residential (3-7 units per acre)	C	- Commercial	MU	- Mixed Use
RM	- Medium Density Residential (8-16 units per acre)	IN	- Industrial	CO	- County
RH	- High Density Residential (17-23 units per acre)	PF	- Public Facility		
RMR	- Mid-Rise Residential (24 - 30 units per acre)	OS	- Open Space		
SCPA	- Station Community Planning Area	FP	- Floodplain		

ZC 8-07 & CU 10-07: WALKER RD. AREA NEIGHBORHOOD PARK

N

REQUEST FOR ZONE CHANGE FROM A-1 DUPLEX RESIDENTIAL TO A-3 MULTI-FAMILY RESIDENTIAL ON ONE PROPERTY APPROXIMATELY 2.66 ACRES IN SIZE AND AN ASSOCIATED REQUEST FOR CONDITIONAL USE APPROVAL FOR A CITY PARK ON TWO PROPERTIES TOTALING APPROXIMATELY 3.11 ACRES IN SIZE.



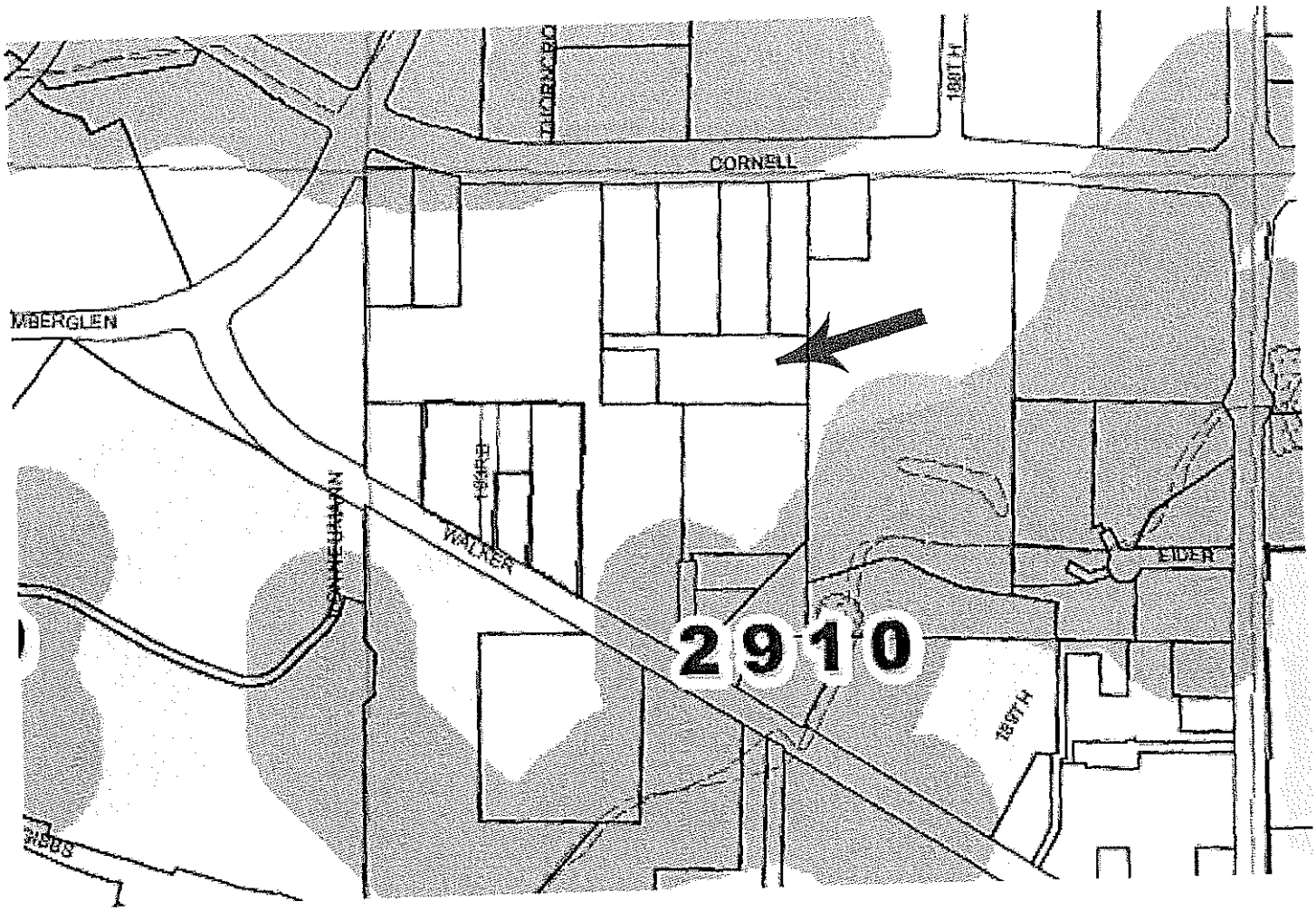
0 200 400 600 800 1000 1200 1400 1600 Feet

City of Hillsboro Zoning Designations					
R-6	Single Family Residential	R-8.5	Single Family Residential	A-1	Duplex Residential
R-7	Single Family Residential	R-10	Single Family Residential	A-2	Multi-Family Residential
SCC-SC	Station Community Commercial - Station Commercial			A-3	Multi-Family Residential
SCC-MM	Station Community Commercial - Multi-Modal			A-4	Multi-Family Residential
SCC-CBD	Station Community Commercial - Central Business District			C-1	General Commercial
SCC-HOD	Station Community Commercial - Highway Oriented District			C-4	Neighborhood Commercial
SCBP	Station Community Business Park			PUD	Planned Unit Development
SCRP	Station Community Research Park			M-2	Industrial
SCI	Station Community Industrial			M-P	Industrial Park
SCR-HD	Station Community Residential - High Density			SID	Special Industrial District
SCR-MD	Station Community Residential - Medium Density			SSID	Shute Special Industrial District
SCR-LD	Station Community Residential - Low Density			CO	Unincorporated County
SCR-V	Station Community Residential - Village			ANX	Recent Annexation
SCFI	Station Community Fair Complex Institutional			MU-N	Mixed Use - Neighborhood
SCR-OTC	Station Community Residential - Orenco Townsite Conservation Overlay			MU-C	Mixed Use - Commercial
SCR-DNC	Station Community Residential - Downtown Neighborhood Conservation				

City of Hillsboro Planning Department: (503) 681-6153 http://www.ci.hillsboro.or.us/Planning_Department/

ZC 8-07 & CU 10-07: WALKER ROAD AREA NEIGHBORHOOD PARK

Clean Water Services
Sensitive Area Pre-Screen Map



Legend

- GIS:WasCo_taxlots
- p_stm
- Streams2002
- STM_LINE
- Buffer_of_STM_LINE
- GIS:CWSB
- QTR_SEC
- Hillsboro

Clean Water Services

ZC 8-07 & CU 10-07: WALKER ROAD AREA NEIGHBORHOOD PARK

N

2006 AERIAL PHOTOGRAPHY

CITY OF HILLSBORO

uD

Public Works Department, Engineering Division

July 3, 2007

To: Mayor and City Council

From: Tina Bailey, Project Manager

Re: Main Street Loading Zone

Recently the City was contacted by an individual who frequently made deliveries to downtown regarding a loading zone that exist on E Main Street between 2nd and 3rd. The individual indicated the zone was difficult to access and was often occupied by passenger vehicles. The zone is located in front of 243/247 E Main Street located one parking space east of a mid-block extension on the north side of the block. A map of the location follows. The zone is presently in effect from 9 a.m. to 2 p.m. and reverts to two hour parking. The individual specifically requested the relocation of the loading zone to the next stall west, adjacent to the mid-block curb extension.

Staff believes both the present location and the fact that the space is signed as both two hour parking and a loading zone may be creating some confusion by drivers. As a result staff believes relocating the zone and designating it an all day loading zone, 8 a.m. to 6 p.m., consistent with similar loading zones may alleviate the confusion.

Staff has spoken with both the tenants of 243/247 E Main Street regarding this. Both addresses are under ownership by a single owner who has been notified as well. The tenants are supportive of the proposed change and to date no comments have been received from the owner. Transportation Committee has recommended forwarding an ordinance to City Council relocating the loading zone one space west and extending the hours of the zone to 8 a.m. to 6 p.m.

(Transportation Committee Approval June 2007.)

150 E. Main Street, Fourth Floor
Hillsboro, Oregon 97123-3999

Office: 681-6146
Fax: 681-6245

Legend

Proposed Loading Zone, 8am to 6pm

Existing Loading Zone, 9am to 2pm, TO BE REMOVED

243/247 E Main Street

N
W E
S

1 inch equals 50 feet

CITY OF HILLSBORO

6E

Public Works Department, Engineering Division

July 3, 2007

To: Mayor and City Council

From: Tina Bailey, Project Manager

Re: 44th Avenue Parking Prohibition

Royal Moore Certified Pre-Owned, located on the corner of the Tualatin Valley Highway and SE 44th Avenue, requested the prohibition of parking near their driveway on SE 44th Avenue. They report an increase in on-street parking since the addition of a second dealership on 44th Avenue.

Initial phone contact with Royal Moore had indicated that parking was a problem along the street in general. At a street width of 39 feet and two travel lanes, parking is not, in general, a problem on both sides of the street when there are only two travel lanes. Royal Moore was informed of this and as a result, submitted a request that only would address their sight distance concerns at their driveway. At the intersection of 44th and the Tualatin Valley Highway however, the roadway has three travel lanes and parking in this location would impede these lanes.

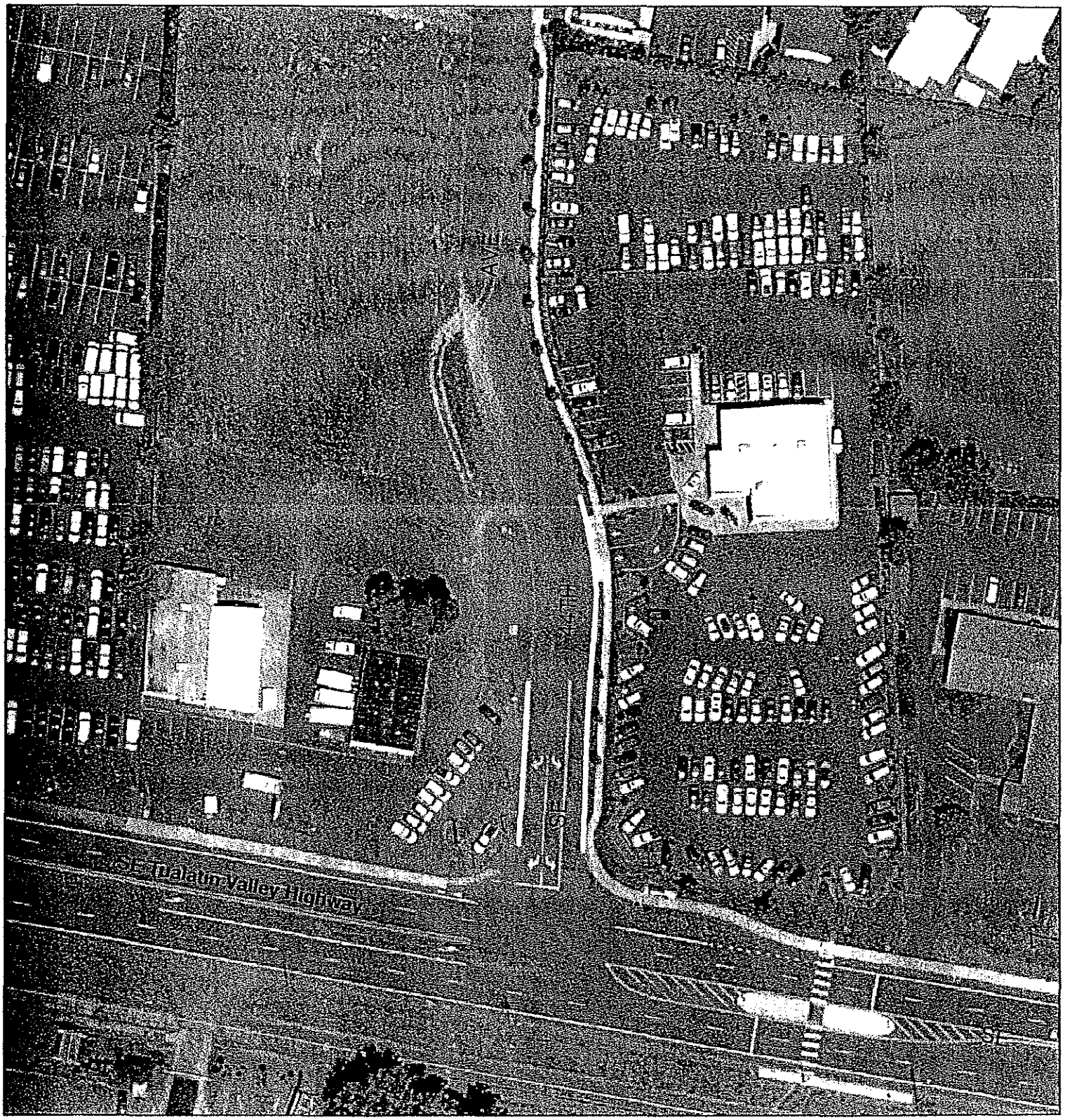
To ensure that these lanes remain open to travel and adequate sight distance is provided for Royal Moore, Transportation Committee has recommended parking restrictions be established at the following locations:

a. On the west side of SE 44th Avenue from the Tualatin Valley Highway north to the end of the third lane, approximately 141 feet.
b. On the east side of SE 44th Avenue from the Tualatin Valley Highway north to a point 20 feet north of Royal Moore's driveway.

(Transportation Committee approval June 2007.)

150 E. Main Street, Fourth Floor
Hillsboro, Oregon 97123-3999

Office: 681-6146
Fax: 681-6245



PROPOSED PARKING RESTRICTION
SE 44TH AVENUE

Legend

Proposed Parking Restriction

N
W E
S

1 inch equals 80 feet

CITY OF HILLSBORO

UF

Public Works Department, Engineering Division

July 3rd, 2007

To: Mayor and City Council

From: Cindy Brackett, Engineering Technician

Re: Proposed Parking Restriction in front of 1632 SE Walnut Street

---

The City of Hillsboro received a citizen request to establish a parking restriction at the driveway entrance of the Galway Apartments located at 1632 SE Walnut Street due to several minor automobile crashes. It appears vehicles are parking too close to the driveway entrance creating vision obstructions to vehicles exiting the apartment complex. The request is for 20 feet on each side of the driveway. However, we are proposing 25 feet east of the driveway to include a bank of mailboxes and 20 feet on the west side of the entrance to give clear visibility. Therefore, Transportation Committee has recommended prohibiting parking 20 feet west and 25 feet east of the driveway at 1632 SE Walnut Street during their regularly scheduled meeting on June 26, 2007. See attached map.

150 E Main Street, Fourth Floor
Hillsboro, Oregon 97123-4028

Office: 681-6146
Fax: 681-6245

SE Walnut Street
Proposed Parking Restriction

City of Hillsboro

June 2007

Legend

- ROADWAY
- CITY LIMITS
- Proposed Pkg Restriction

N
W E
S

0 80 160 320 480 640 Feet

6b

CITY OF HILLSBORO

MEMORANDUM

DATE: June 27, 2007

TO: Mayor and City Council

FROM: Hillsboro Police Department
Amber Deming, City Recorder

SUBJECT: Request for liquor license endorsement

Please consider staff recommendations for the following liquor license application:

1. Casa Colima Inc, 140 SW Oak Street – Full on-premises sales
2. Red Brick Pizza NW Cafes, 2205 NW Allie Ave Ste 730 – Limited on-premises sales

The Police Department has reviewed the applications and recommends Council endorsement. If you have any questions, please do not hesitate to call the Hillsboro Police Department (503-681-6174) or Amber Deming (503-681-6117).

Attachments:
OLCC Liquor License Applications

REQUEST FOR CITY COUNCIL ENDORSEMENT No. 160-07

Liquor License Application
City of Hillsboro, Oregon

To assist the City of Hillsboro in its review of your application for a liquor license, the following information is required.

Indicate type of application:

- [x] $100.00 Original Application
- [ ] $ 75.00 Change of Ownership
- [ ] $ 75.00 Change of location
- [ ] $ 75.00 Change in privilege
- [ ] $ 35.00 Renewal or Temporary
- [ ] $ 25.00 Off-premises sales

License type:

- [x] Full on-premises sales
- [ ] Limited on-premises sales
- [ ] Off-premises sales
- [ ] Temporary sales license

PAID JUN 07 2007 By 29090

BUSINESS NAME: CASA COLIMA INC

Business Address: 140 S.W OAK ST HILLSBORO OR 97123

Applicant: JOSE ALONSO OCHOA
(Full Name)

Home Address: 9355 S.W MEADOW LN (503) 330-9770
Street Home Phone

PORTLAND OR 97225 (503) 892-9944
City State Zip Business Phone

Driver's License No.: 8514273 State: OR

Co-Applicant: _____
(Full Name)

If more than one co-applicant, provide complete information on each (attach page(s) as necessary).

Home Address: _____
Street Home Phone

_____
City State Zip Business Phone

Driver's License No.: _____ State: _____

Note: If applicant is a corporation, list name and address of home offices: _____

I hereby attest that the information provided above is true and accurate to the best of my knowledge. It is understood that the City may request additional or supplemental information during the course of processing this application.

Date: 6/7/07 Jose Alonso Ochoa
Signature(s) of Applicant(s) or Agent(s)

City Business License No.: 7864 Receipt No. _____

Note: This page is to be filled out for new applications, change of ownership, change of location, change of class of license and temporary licenses.

Describe in detail the nature of the establishment you propose to operate. (For example, is your facility going to be a tavern, a family dining establishment, a neighborhood grocery store, part of a community shopping center, a special purpose retail outlet like a wine shop, etc.) If additional space is necessary, please use the back of this form, or attach additional page(s).

FAMILY DINING

Days and hours of operation: 7 DAY A WEEK

Ratio of projected food sales to alcohol sales: ~~80%~~ 25%

Service Capacity (i.e. maximum number of customers that can be accommodated at any give time): 78

Previous business names and addresses where you have ever been licensed. (Use reverse side of this application for additional space if necessary.)

CASA COLIMA ~~RESTAURANT~~ MEXICAN RESTAURANT

6319 S.W CAPITOL HWY PORTLAND OR 97239

Has the applicant ever been issued a liquor license? Yes ☒ No ☐

If yes, describe below the nature and location of the outlet(s), the type of license, and the dates during which the license was held.

LIMITED ON-PERMISED SALES

CURRENT

Has the applicant ever been cited or had a compliance plan in effect for a liquor license? Yes ☐ No ☑

If yes, describe below the nature of the license sought, the location of the proposed outlet, the date of the citation, and reasons for the citation.

Is any building remodeling planned? If so, generally describe. —

Police Department: Approved ☒ Denied ☐

Signature

Comments:

OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

PLEASE PRINT OR TYPE

Application is being made for:

LICENSE TYPES

- ☑ Full On-Premises Sales ($402.60/yr)
  - ☑ Commercial Establishment
  - ☐ Caterer
  - ☐ Passenger Carrier
  - ☐ Other Public Location
  - ☐ Private Club
- ☐ Limited On-Premises Sales ($202.60/yr)
- ☐ Off-Premises Sales ($100/yr)
  - ☐ with Fuel Pumps
- ☐ Brewery Public House ($252.60)
- ☐ Winery ($250/yr)
- ☐ Other: _____

ACTIONS

- ☐ Change Ownership
- ☐ New Outlet
- ☑ Greater Privilege
- ☐ Additional Privilege
- ☐ Other _____

P41211

L89684

Applying as:

☐ Individuals ☐ Limited Partnership ☑ Corporation ☐ Limited Liability Company

FOR CITY AND COUNTY USE ONLY

The city council or county commission:

_____ (name of city or county)

recommends that this license be:

Granted ☐ Denied ☐

By: _____ (signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: R. Cotton

Date: 6/5/07

90-day authority: ☐ Yes ☑ No

1. Applicant(s): [See SECTION 1 of the Guide]

① [illegible] ③ Casa Colima Inc

② _____ ④ _____

2. Trade Name (dba): CASA COLIMA TAQUERIA

3. Business Location: 140 SW OAK st Hillsboro WASHINGTON OR 97123
(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: SAME
(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: (503) 726-8449 (phone) (503) 352-0671 (fax)

6. Is the business at this location currently licensed by OLCC? ☑ Yes ☐ No

7. If yes to whom: Casa Colima, Inc Type of License: Limited On-Premise

8. Former Business Name: SAME

9. Will you have a manager? ☐ Yes ☑ No Name: N/A
(manager must fill out an individual history form)

10. What is the local governing body where your business is located? City of Hillsboro
(name of city or county)

11. Contact person for this application: Julio C. Valera (name) (503) 830-2977 (phone number(s))

PO Box 1030 Silverton OR 97381 (503) 873-2759 latinadvantage@charter.net
(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① Jose Alonso Carlos Date 4/19/07 ③ _____ Date _____

② _____ Date _____ ④ _____ Date _____

1-800-452-OLCC (6522)

www.olcc.state.or.us

REQUEST FOR CITY COUNCIL ENDORSEMENT No. 161-07

Liquor License Application
City of Hillsboro, Oregon

To assist the City of Hillsboro in its review of your application for a liquor license, the following information is required.

Indicate type of application:

- [x] $100.00 Original Application
- [ ] $ 75.00 Change of Ownership
- [ ] $ 75.00 Change of location
- [ ] $ 75.00 Change in privilege
- [ ] $ 35.00 Renewal or Temporary
- [ ] $ 25.00 Off-premises sales

License type:

- [ ] Full on-premises sales
- [x] Limited on-premises sales
- [ ] Off-premises sales
- [ ] Temporary sales license

RECEIVED JUN 14 2007 By ac

BUSINESS NAME: Red Brick Pizza NW Cafes

Business Address: 2205 NW Allie Ave. Ste 730 Hillsboro, Or 97124

Applicant: Cindy Christensen
(Full Name)

Home Address: 205 S. Settlemier ave (503) 9823879
Street Home Phone

Woodburn, OR 97071 (503) 645-5700
City State Zip Business Phone

Driver's License No.: 5141203 State: OR

Co-Applicant: Ronald Elton, Robert Elton II, Peter Adams
(Full Name)

If more than one co-applicant, provide complete information on each (attach page(s) as necessary).

Home Address: See attached
Street Home Phone

City State Zip Business Phone

Driver's License No.: State:

Note: If applicant is a corporation, list name and address of home offices:
Red brick Pizza NW Cafes c/o 3264 Liberty Rd
Salem, Or. 97302

I hereby attest that the information provided above is true and accurate to the best of my knowledge. It is understood that the City may request additional or supplemental information during the course of processing this application.

Date: 6/14/07

Signature(s) of Applicant(s) or Agent(s)

City Business License No.: 1730 Receipt No. 29276

Note: This page is to be filled out for new applications, change of ownership, change of location, change of class of license and temporary licenses.

Describe in detail the nature of the establishment you propose to operate. (For example, is your facility going to be a tavern, a family dining establishment, a neighborhood grocery store, part of a community shopping center, a special purpose retail outlet like a wine shop, etc.) If additional space is necessary, please use the back of this form, or attach additional page(s).

Pizza Neighborhood Cafe

Days and hours of operation: 10am - 11pm (fri/sat) 10a-10pm (Mon, Tues, Wed, thurs) 11a-9pm Sunday

Ratio of projected food sales to alcohol sales: 4% approx

Service Capacity (i.e. maximum number of customers that can be accommodated at any give time): 44 indoors

Previous business names and addresses where you have ever been licensed. (Use reverse side of this application for additional space if necessary.)

N/a

Has the applicant ever been issued a liquor license? Yes ☐ No ☒

If yes, describe below the nature and location of the outlet(s), the type of license, and the dates during which the license was held.

Has the applicant ever been cited or had a compliance plan in effect for a liquor license? Yes ☐ No ☒

If yes, describe below the nature of the license sought, the location of the proposed outlet, the date of the citation, and reasons for the citation.

Is any building remodeling planned? If so, generally describe. no

Police Department: Approved ☒ Denied ☐

Signature

Comments:

ORE GON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

PLEASE PRINT OR TYPE

Application is being made for:

LICENSE TYPES

- ☐ Full On-Premises Sales ($402.60/yr)
  - ☐ Commercial Establishment
  - ☐ Caterer
  - ☐ Passenger Carrier
  - ☐ Other Public Location
  - ☑ Private Club
- ☑ Limited On-Premises Sales ($202.60/yr)
- ☐ Off-Premises Sales ($100/yr)
  - ☐ with Fuel Pumps
- ☐ Brewery Public House ($252.60)
- ☐ Winery ($250/yr)
- ☐ Other: _____

ACTIONS

- ☐ Change Ownership
- ☑ New Outlet
- ☐ Greater Privilege
- ☐ Additional Privilege
- ☐ Other _____

Applying as:

☐ Individuals ☐ Limited Partnership ☑ Corporation ☐ Limited Liability Company

FOR CITY AND COUNTY USE ONLY

The city council or county commission:

_____ (name of city or county)

recommends that this license be:

Granted ☐ Denied ☐

By: _____ (signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: C. Ellis

Date: 4-23-07

90-day authority: ☐ Yes ☑ No

1. Applicant(s): [See SECTION 1 of the Guide]
   ① RBP NW Cafes Inc ③ [illegible]
   ② [illegible] ④ [illegible]
2. Trade Name (dba): Red Brick Pizza
3. Business Location: 2205 NW Allie Ave Suite 730 Hillsboro OR 97124 (number, street, rural route) (city) (county) (state) (ZIP code)
4. Business Mailing Address: 3264 Liberty Rd South Salem OR 97302 (PO box, number, street, rural route) (city) (state) (ZIP code)
5. Business Numbers: 503 645 5100 (phone) 503 645 5115 (fax)
6. Is the business at this location currently licensed by OLCC? ☐Yes ☒No
7. If yes to whom: _____ Type of License: _____
8. Former Business Name: _____
9. Will you have a manager? ☒Yes ☐No Name: Cindy Christensen (manager must fill out an individual history form)
10. What is the local governing body where your business is located? Hillsboro (name of city or county)
11. Contact person for this application: Cindy Christensen (name) 503-645-5100 (phone number(s))
    2205 NW Allie Ave Suite 730, Hillsboro OR (address) (fax number) Cindy.Christensen@RedBrickPizza.com (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [signature] Date 11-08-06 ③ [signature] Date 11/8/06

② [signature] Date 11-08-06 ④ [signature] Date 11/8/06

1-800-452-OLCC (6522)

www.olcc.state.or.us

Common Types of OLCC Licenses:

Full On-Premises Sales (F):

This type of license allows the sale and service of distilled spirits, malt beverages, and wine for consumption on the licensed premises. The OLCC issues Full On-Premises Sales (F) licenses to caterers (F-CAT), commercial establishments (F-COM), private clubs (F-CLU), public passenger carriers
(F-PC), and other public locations (F-PL).

- Previously hard liquor dispenser license (DA, DB, DC)

Limited On-Premises Sales (L):

This license allows the sale of malt beverages, wine and cider for consumption on the licensed premises, and the sale of kegs of malt beverages for off premises consumption.

- Previously RMB (Tavern) license

Off Premises Sales (O):

This license allows the sale of malt beverages, wine, and cider in factory sealed containers for consumption off the licensed premises and allows sample tastings of malt beverages, wine, and cider.

- Previously called a package store license

Wholesale Malt Beverage and Wine (WMBW):

This license allows storage, import, export, and wholesale sale of wine (21% alcohol or less) to wholesale and retail licensees, allows wine tastings, and the sale of wine and male beverages for customers to drink at the business and "to go" in sealed containers.

Brewery Public House (BP):

This license allows the manufacture, storage, sale, and exportation of malt beverages. Retail sales may be for on or off premises consumption. Also allows sales of wine and cider containing no more than 21% alcohol.

DATE OF MEETING: 7/3/01
AGENDA ITEM#: 9A
EXPECTED TIME:

HILLSBORO CITY COUNCIL WORK SESSION ITEM SUMMARY

ITEM TITLE: City Manager Hiring Process, Standards, Procedures, Criteria and Policy Directives

PRESENTED BY: Amy Heinlen DEPARTMENT: Human Resources

VISION ACTION ITEM? Y_____N X VISION ACTION ITEM #:_____

ITEM DESCRIPTION: (why submitted to Work Session and explain background information)

Final documents including the City Manager hiring process option sheet, City Manager compensation review, City Manager job description and City Manager profile will be provided in hard copy at the Work Session.

BUDGET/FINANCE IMPACT: (explain the fiscal impact, current year and ongoing)

FUTURE ACTION EXPECTED:

Action considered under Public Hearing Item 4A.

STAFF RECOMMENDATION:

See staff memo Item 4A.

ATTACHMENTS INCLUDED:

None

2007-2008 City Manager Salary

PERS Range 31	Step A	Step B	Step C	Step D	Step E	Step F
monthly	$ 9,858	$ 10,351	$ 10,869	$ 11,412	$ 11,983	$ 12,582
annual	$ 118,296	$ 124,212	$ 130,428	$ 136,944	$ 143,796	$ 150,984

Non PERS Range 31	Step A	Step B	Step C	Step D	Step E	Step F
monthly	$ 9,300	$ 9,765	$ 10,254	$ 10,766	$ 11,305	$ 11,870
annual	$ 111,600	$ 117,180	$ 123,048	$ 129,192	$ 135,660	$ 142,440

PERS Range 32	Step A	Step B	Step C	Step D	Step E	Step F
monthly	$ 10,598	$ 11,128	$ 11,684	$ 12,268	$ 12,881	$ 13,525
annual	$ 127,176	$ 133,536	$ 140,208	$ 147,216	$ 154,572	$ 162,300

Non PERS Range 32	Step A	Step B	Step C	Step D	Step E	Step F
monthly	$ 9,998	$ 10,498	$ 11,023	$ 11,574	$ 12,152	$ 12,759
annual	$ 119,976	$ 125,976	$ 132,276	$ 138,888	$ 145,824	$ 153,108

Total Annual Compensation of City Manager

City	Dec-06 Population	Top Salary	City Paid Employee Portion 6% to PERS	Annual Deferred Compensation	Annual Car Allowance	Other Compensation	Total Annual	Proposed /1/07 increas	Years In
Hillsboro CM	**84,445**	**$148,008**	**$0**	**$0**	***exclusive use of City Vehicle***	**$1,480**	**$149,488**	**1.8% COLA**	**15.5**
SB750 Cities									
Corvallis-CM	53,900	$142,277	$8,537	$15,000	$3,600	$6,500	**$175,914**	**unknown**	14
Lake Oswego CM	36,350	$145,692	$8,742	$3,000	$4,200	$0	**$161,634**	**unknown**	15
Medford CM	73,960	$127,205	$7,632	$11,448	$6,000	$4,452	**$156,737**	**unknown**	8.5
Bend CM	75,290	$126,830	$7,610	$15,000	$4,800	$0	**$154,240**	**unknown**	2.5
Gresham CM	97,745	$136,680	$8,201	$0	$4,800	$1,123	**$150,804**	**unknown**	3.5
Springfield CM	57,065	$142,961	$0	$0	$4,800	$0	**$147,761**	**unknown**	1
Tigard CM - no fire	46,300	$122,748	$0	$3,682	$4,020	$15,102	**$145,552**	**unknown**	2
Albany CM	46,610	$118,524	$7,111	$16,001	$3,600	80 hrs leave annual	**$145,236**	**unknown**	1.5
Other Employers									
Eugene CM	148,595	$142,418	$8,545	$6,000	$4,200	$0	**$161,163**	**unknown**	4
Salem CM	149,305	$125,258	$7,515	$12,526	$4,200	$0	**$149,499**	**unknown**	4

Hillsboro: Additional 1% MSA-VEBA provided
Medford: Additional 3.5% HRA-VEBA provided
Corvallis: PERS pick-up only for City Manager; $6,500 is Retirement Health Savings Account
Eugene: Actual pay shown; maximum pay is $144, 684.80
Salem - Actual pay shown. PERS/Deferred Comp is based on % of salary.
Springfield - City will match up to $5200 annually for Deferred Comp

Total Annual Compensation of City Manager

City	Dec-06 Population	Top Salary	City Paid Employee Portion Retirement	Annual Deferred Compensation	Annual Car Allowance	Other Compensation	Total Annual	Proposed 2007 increase	Years In
Hillsboro, OR	**84,445**	**$148,008**	**$0**	**$0**	***exclusive use of City Vehicle***	**$1,480**	**$149,488**	**2% COLA 7/07**	**15.5**
Arlington, Tx	363,190	$206,591	$0	$10,330	$6,000	**$600**	**$223,521**	not known	1.5
Bellevue, WA	117,200	$199,594	$0	$13,972	$5,400	$0	**$218,966**	$0	6.3
Colorado Springs	392,000	$184,092	$29,455	$0	personal use of City Vehicle	$0	**$213,547**	**$0**	5
Durham, NC	211,000	$160,860	$9,651	$8,043	$5,400	$0	**$183,954**	unknown	2.83
Littleton, CO	43,000	$159,204	$9,552	$0	$3,900	$0	**$172,656**	no Cola	7
Round Rock, TX	89,685	$148,242	$17,804	$0	$5,400	$0	**$171,446**	pay for performance only	4
Renton, WA	58,360	$132,876	$0	$8,500	n/a	$0	**$141,376**	$0	16.4

Explain Other Compensation

Hillsboro, OR: Additional 1% MSA-VEBA provided

Arlington, TX: Other compensation is an annual cell phone allowance

Colorado Springs, CO: Retirement plan is an ICMA 401(a) Money Purchase Plan, our CM is the retired police chief out of the FPPA system

DRAFT

City of Hillsboro, OR

City Manager

ALLIANCE
RESOURCE CONSULTING LLC
THE POWER OF PARTNERSHIP

HILLSBORO, OR – A PLACE THAT MAKES THINGS HAPPEN

Located in the beautiful Willamette Valley, the City of Hillsboro is located just 18 miles west of the City of Portland, in Washington County. Incorporated in 1876, Hillsboro has grown to be the fifth largest city in Oregon with a vibrant, diverse population of over 84,000. While Hillsboro has grown rapidly in the past 15 years, it has maintained its small-town charm and traditional values held precious by new and longtime residents alike. Residents can still sample the City's agricultural products at one of three weekly Hillsboro Farmer's Markets, in downtown and at Orenco Station. The new Hillsboro Civic Center also serves as a community meeting place and attracts young and old to its community plaza and inviting fountains.

The heart of the "Silicon Forest", Hillsboro is the center of the semi-conductor industry and the emerging nanotechnology industry in Oregon. Attractive to business with its abundant resources, supportive political leadership, skilled workforce, and can-do attitude, companies such as Intel, Genentech, SolarWorld, Yahoo! and other leading high-tech and software firms have planted roots in the community and created a diverse economic base. Hillsboro is also home to the second busiest airport in the state (a general aviation reliever airport operated by the Port of Portland), and there is no state or local sales tax. The City's business is service, and Hillsboro is committed to providing quality service which is helpful, caring and responsive to a diverse community.

Known for its quality of life, the City of Hillsboro is home to a growing and diverse population who are attracted to the community for job opportunities, recreation opportunities, and commitment to the values of education, safety and welfare. Hillsboro is ideally located just one hour from the Oregon Coast and an hour-and-a-half from the Mt. Hood ski and recreational area. Golf courses, wineries, fishing, sightseeing, rural hiking and boating are just minutes away. A unique destination for recreation is Jackson Bottom Wetlands Preserve, Oregon's crown jewel among wildlife refuges, which is located on the southern edge of Hillsboro and is operated by City of Hillsboro employees, in addition to employees of a non-profit corporation.

Fortune magazine has listed Hillsboro on its list of 100 Best Places to live in the nation. Average household income is $57,159; job growth is 20.55%; and median home price is $216,750. There are also award winning local schools; a newly opened main library; and 11 colleges, universities and professional schools including Pacific University's Health Professions Campus. In short, Hillsboro is a place you can call home.

For more information about the City of Hillsboro, please visit their web site at www.ci.hillsboro.or.us.

THE CITY GOVERNMENT

The City of Hillsboro operates under an amended charter adopted by the voters in 1923, and operates as a Council-Manager form of government. The City Council is composed of a Mayor and six Councilors. The Councilors are elected city-wide, but must reside in wards which have been equally apportioned according to population for four-year terms.

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with overlapping terms to provide for the election of three new or re-elected Councilors every two years. The Mayor, who is elected city-wide, is elected to a four-year term and is the presiding officer of the Council. All Council members are part-time elected officials who exercise the legislative powers of the City and determine matters of policy. A revised charter will be going before voters in November. The basic structure of Hillsboro city government stays the same.

The City of Hillsboro has 14 operating departments and provides a full-range of municipal services to the community, including police, fire protection, traffic control and improvement, street maintenance and improvement, water, planning and zoning regulation, economic development, building inspection and regulation, parks and recreation services, and community library services. Sewer and storm water services are provided by City of Hillsboro, in addition to other service provided by contract with Clean Water Services.

The City employs over 650 full-time employees, and 250 part-time/temporary employees. The City has two labor unions representing 100 fire employees and 160 police employees, respectively. The remaining full-time and part-time/seasonal employees do not have union representation.

Hillsboro 2020

Hillsboro 2020 is a strategic plan for the future of the community, developed by the people who live and work in the community. The Vision Statement and Action Plan, now in its seventh year of implementation, represents a collaborative and proactive effort on behalf of Hillsboro citizens, businesses and government to shape growth and development in their community over a 20-year horizon. The Vision is a picture of the community in the year 2020, as seen by the citizens from a variety of backgrounds, cultures and interests. The scope of Hillsboro 2020 is far-reaching and covers six topic areas:

- Strengthening a common sense of community
- Enhancing all neighborhoods and districts
- Preserving the environment
- Fostering economic opportunity
- Expanding support for and access to arts and cultural activities
- Promoting community health and safety

The Action Plan is guided by the Vision Implementation Committee, which is charged with monitoring and facilitating implementation of the vision and ensuring the Action Plan is "tuned-up" to reflect changes in the community, and to add or revise current sections. Every fifth year, a major Strategy Review process is conducted to identify proposed strategy additions and revisions.

For more information about Hillsboro 2020, please visit their web site at www.hillsboro2020.org

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OPPORTUNITIES AND CHALLENGES

- As the City continues to grow, there is excitement about the potential of the City to develop arts, cultural and sports venues, and programs to serve the community. The City of Hillsboro is in the early stages of addressing many of these issues by developing a five-year Strategic Plan for City Government, which is scheduled to be created over the next eighteen months. The next City Manager will have the opportunity to be included in the plan's development and oversee the implementation of this plan.

- The City of Hillsboro is viewed as a leader in creating collaborative, regional and partnership oriented solutions. The next City Manager should continue to seek, create and expand on these partnerships.

- The City is currently going through a number of staffing and organizational changes including the recent retirements of the Planning Director, Police Chief and City Recorder. The City has also adopted a new management structure to improve operations, and has added an additional Assistant City Manager. The City's three Assistant City Managers oversee departmental operations in the areas of Internal Services, Community Development Services and General Fund Services.

Additional challenges and opportunities for the next City Manager are to:

- Review the current sewage treatment and storm water management agreements and rates with Clean Water Services to ensure the City is getting the best level of service.

- Continue to identify ways to integrate the diversity of the community, and build the communities together.

- Diversify the housing choices in the community to include larger single-family homes.

- Review City Departments for improved efficiencies and service delivery.

- Complete the Tualatin Water Supply Project which will result in the acquisition of a federal dam, and subsequent raising of the dam by 40ft to double water capacity. Negotiate new operation and distribution agreements.

- Continue an active leadership role in the Joint Water Commission (JWC) that provides water to the communities of Hillsboro, Forest Grove, Beaverton, Tigard and Tualatin Valley Water District. The JWC is in the process of several long term capital improvement projects totaling over $400 million in infrastructure.

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- Continue to improve communication throughout the organization, including providing the Mayor and Council with regular updates on issues.

- Identify funding options for transportation issues related to street maintenance and repair.

- Improve the City coordination with neighborhoods, including developing a City Resource Guide.

- Continue to develop the City of Hillsboro as a business destination of choice, and seek to attract new industries to the community. Diversify the economic base and work on business retention as well as attraction and expansion.

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THE POSITION

The City Manager is appointed by the City Council and is the chief administrative officer of the City. The City Manager manages the City's organization and administrative operations in accordance with policies and procedures set forth by the City Council. The work is performed under the direction of the Mayor and City Council, but extensive leeway is granted for the exercise of independent judgment and initiative. Supervision is exercised over all City management and related administrative support personnel. The nature of the work requires the City Manager to maintain effective working relationships with the Mayor and the City Council, other elected officials and managers of other cities, Department and Division heads, elected and appointed officials in the area, regional, State and Federal agencies, supervisory personnel, employees and the general public.

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Essential duties and responsibilities include, but may not be limited to:

- Serves as the chief administrative officer for the City in executing prescribed ordinances, resolutions, policies and regulations;

- Plans, directs and supervises the City's organizational, management, administrative and financial operations and ensures operations are conducted in accordance with established ethical standards;

- Serves as the General Manager for the Hillsboro Utility Commission, Joint Water Commission and the Barney Reservoir Joint Ownership Commission;

- Develops goals, plans, and measurements identifying and evaluating the City's problems and deficiencies;

- Develops plans and programs to implement priorities and directives of the Mayor and City Council;

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- Confers with City elected officials and appointed department and division heads and other supervisory personnel to discuss, identify and assess their organization, management, administrative budget and financial problems and needs;

- Identifies costs, timing and other key issues involved in meeting the City's needs;

- Organizes special task forces and other appropriate organizations and projects to address City problems and needs as directed and authorized;

- Develops recommendations for enhancing the City's operations and services in collaboration with the Mayor, the City Council, City officials, Department Heads, and other management level City employees;

- Recommends and oversees implementation of City policies, rules and regulations;

- Advises City department and division heads regarding the full range of organizational, management, administrative, budget and financial policies and related issues;

- Assures development of the annual City financial plan and budget in accordance with established policies, including submitting annual operating and capital budgets and monitoring monthly expenditures;

- Provides assistance to department and division heads in developing and presenting budgets, plans and programs;

- Assures development of short-range and mid-range operational and financial plans for the City;

- Works with Assistant City Managers and Department Heads to solve internal organizational problems within departments and divisions and across departmental lines;

- Provides assistance to City officials in developing programs and coordinating intergovernmental and inter-organizational policies, programs and operations;

- Plans, organizes, and directs capital improvement programs and works with department heads to analyze space, furniture and equipment requirements for modernizing City functions and operations;

- Conducts meetings and workshops to maximize communications and cooperation between City departments and divisions and clarify policies established by City officials;

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- Analyzes and evaluates the effectiveness of City operations, services, and programs, and reports findings and recommendations for improvements to the Mayor and City Council;

- Advises City officials regarding cooperative efforts with other government units, public-private sector partnerships, privatization efforts, consolidation of services, and related issues;

- Directs, supervises, mentors and evaluates the work performance of City department heads, including making hiring decisions, implementing disciplinary actions, enforcing policies and resolving grievances;

- Attends meetings, conferences, and workshops as requested, authorized or required to keep current on effective management methods and techniques; and

- Performs other directly related duties consistent with the role and function of the position of City Manager.

The position will be vacant due to the retirement of the current City Manager who was appointed in 1992. The City of Hillsboro has had three City Managers since 1940, and five since 1925.

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THE CANDIDATE

Education and Experience

Master's degree in public administration or business administration or a closely related field, as well as extensive experience in public management, preferably in the public sector at the local level of any government, and extensive supervisory experience. Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work associated with this position will also be considered.

It is also desirable that candidates have knowledge of community development, budgeting and financial management, planning, economic development, redevelopment, public works, water issues including provision, and delivery, intergovernmental relations and community relations.

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Residency within the City of Hillsboro is desired, but not required. Candidates from all geographic regions will be considered.

Management Style and Personal Traits

The City of Hillsboro is a dynamic and diverse community that prides itself on a long history of civic involvement and collaborative, solution-oriented government. The City of Hillsboro is looking for a candidate who will see change as an opportunity, and provide progressive and innovative ideas to meet the changing needs of the community and

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advance the vision of the City Council. This person should be able to build on the solid foundation that the City has built and help the City of Hillsboro reach its potential as a leader among cities.

The ideal candidate must be a confident decision maker who will work proactively with the City Council, engage the community and be forward thinking. He/She should have a clear and concise communication style and excellent listening skills, be calm under pressure, and be able to motivate staff to meet the high expectations of the organization and community. This person should be a team leader, who can mentor and develop staff, someone who surrounds him/herself with good people, and who believes in the value of employees. He/She should have a participatory management style, be able to delegate responsibility, hold people accountable, and at the appropriate time defend their actions. This person should be able to understand the roles of the Mayor and City Council and work proactively with them to create the future of the City.

The preferred candidate must have high ethical standards and the integrity and courage to express an opinion and disagree when appropriate. This candidate should be able to do what is right, not necessarily what is popular. The City Manager should be proactive in bringing issues to the Council and treat all Council Members evenhandedly. He/She should keep the Council informed in a timely and accurate manner, and provide his/her best professional recommendations in helping the Council shape the future of the City. However, when the Council makes a decision, he/she should be respectful of the role of the Council and promptly implement their policy, even if it is different from his/her recommendation.

In addition, he/she should be entrepreneurial and business oriented, with a strong customer service orientation; able to create relationships easily; and be flexible and open to new ideas. This person should be a strategic thinker, and a calculated risk taker who is able to develop ideas and implement them through teamwork and collaboration. This person should also be organized and respectful of other's opinions, but not afraid to express his/her own.

Candidates should be optimistic, energetic and friendly, have a good sense of humor, be active in the community and open to input from all the voices in the community.

COMPENSATION

The salary for the position is negotiable within an established range, and will be dependent on the qualifications and experience of the selected candidate. In addition, the following benefits are provided: A choice of two fully paid medical plans for the employee and family, City-paid dental and vision insurance, City-paid life insurance, long-term disability and AD&D insurance; holidays, vacation, and sick, bereavement, military and personal leave; optional Employee Health Promotion Program, Section 125 Plan, AFLAC and three 457 Deferred Compensation plans. Participation in Oregon Public Employees' Retirement System PERS/OPSRP plan.

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SELECTION PROCESS

Each candidate's background will be evaluated on the basis of information submitted at the time of application to determine the level and scope of the candidate's preparation for this position. The resume should include any additional information which the candidate wishes considered. Only the more qualified candidates, as determined by the screening process, will be invited to participate in the selection process. The names of the most highly qualified candidates will be submitted to the appointing authority for final selection. Final interviews will be conducted by the Mayor and City Council.

HOW TO APPLY

Interested candidates can obtain additional information and apply for this position online at www.allianceresourceconsulting.com. Resumes can be submitted online, via facsimile, direct mail or email to Eric J. Middleton at Alliance Resource Consulting. Applications must be submitted by Friday, August 24, 2007 by 5:00 p.m.

Questions, inquiries and nominations may be directed to:

Eric J. Middleton, *Managing Partner*

Alliance Resource Consulting LLC

One World Trade Center, Suite 1155
Long Beach, CA 90831
Telephone: (562) 901-0769
Facsimile: (562) 901-3082
E-mail: emiddleton@alliancerc.com

The City of Hillsboro is an Equal Opportunity Employer and values diversity at all levels of the organization.

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City of Hillsboro, Oregon

Class Specification

This is a class specification and not an individualized job description. A class specification defines the general character and scope of responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list every duty for a given position in a classification.

Class Title	**City Manager**
Class Code Number	**1240**

General Statement of Duties

Manages the City's organizational and administrative operations in accordance with policies and procedures set forth by the City Council; performs directly related work as required.

Distinguishing Features of the Class

The principal function of an employee in this class is to manage the City's organizational and administrative operations in accordance with established policies set forth by the City Council. The work is performed under the direction of the Mayor and the City Council, but extensive leeway is granted for the exercise of independent judgement and initiative. Supervision is exercised over all City management and related administrative support personnel. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with the Mayor and the City Council, other elected officials of other Cities, Department and Division Heads, elected and appointed officials in the area, regional, State, and Federal agencies, supervisory personnel, employees, and the general public. The principal duties of this class are performed in a general office environment, with field visits to development and construction sites for City facilities. This is an overtime exempt position.

Examples of Essential Work (Illustrative Only)

- Serves as the Chief Administrative Officer for the City in executing prescribed ordinances, resolutions, and regulations;
- Plans, directs, and supervises the City's organizational, management, administrative, and financial operations and ensures operations are conducted in accordance with established ethical standards;
- Serves as the General Manager for the Joint Water Commission and the Barney Joint Ownership Commission;
- Develops goals, plans, and measurements identifying and evaluating the City's problems and deficiencies;

- Develops plans and programs to implement priorities and directives of the Mayor and City Council;
- Confers with City elected officials and appointed department and division heads and other supervisory personnel to discuss, identify, and assess their organizational, management, administrative, budget and financial problems and needs;
- Identifies costs, timing, and other key issues involved in meeting the City's needs;
- Organizes special task forces and other appropriate organizations and projects to address City problems and needs as directed and authorized;
- Develops recommendations for enhancing the City's operations and services in collaboration with the City Council, City officials, Department Heads, the Mayor, and other management level City personnel;
- Recommends and oversees implementation of City policies, rules, and regulations;
- Advises City department and division heads regarding the full range of organizational, management, administrative, budget, and financial policies and related issues;
- Assures development of the annual City financial plan and budget in accordance with established policies, including submitting annual operating and capital budgets and monitoring monthly expenditures;
- Provides assistance to department and division heads in developing and presenting budgets, plans and programs;
- Assures development of short-range and midrange operational and financial plans for the City;
- Works with City officials to solve internal organizational problems within departments and divisions and across departmental lines;
- Provides assistance to City officials in developing programs and coordinating intergovernmental and inter-organizational policies, programs, and operations;
- Plans, organizes, and directs capital improvement programs and works with department heads to analyze space, furniture, and equipment requirements for modernizing City functions and operations;
- Conducts meetings and workshops to maximize communications and cooperation between City departments and divisions and clarify policies established by City officials;
- Analyzes and evaluates the effectiveness of City operations, services, and programs, and report findings and recommendations for improvements to the Mayor and City Council;
- Advises City officials regarding cooperative efforts with other government units, public-private sector partnerships, privatization efforts, consolidation of services, and related issues;
- Directs, supervises, mentors, and evaluates the work performance of City department heads, including making hiring decisions, implementing disciplinary actions, enforcing policies, and resolving grievances;
- Attends meetings, conferences, and workshops as requested and authorized;
- Performs other directly related duties consistent with the role and function of the classification.

Required Knowledge, Skills and Abilities

- Comprehensive knowledge of public management, organization, and administrative theories, principles, and techniques at local government level;
- Comprehensive knowledge of the organization, functions, and methods of operation of the City's legislative body, executive staff, and operational departments;

- Comprehensive knowledge of the laws, ordinances, and regulations underlying City government, including relevant State, Regional, and City Code, administrative regulations, and ICMA Code of Ethics;
- Comprehensive knowledge of City government finance and administration, including State and National laws affecting the operations of the City;
- Comprehensive knowledge of the functions performed by all City Departments, including budgeting and financial management, planning, economic development, redevelopment, public works, water issues including provision, and delivery, intergovernmental relations and community relations;
- Comprehensive knowledge of the principles, practices, and techniques of intergovernmental and inter-organizational relations;
- Comprehensive knowledge of principles and practices of personnel administration and supervision;
- Ability to listen, understand and evaluate the personnel and organizational needs of City department and division heads, and other supervisory personnel;
- Ability to provide effective leadership, motivation, management, coordination, supervision, and evaluation of others;
- Ability to effectively exercise interpersonal communications and persuasion;
- Ability to effectively promote team and organization building, goal development, and project follow-through;
- Ability to plan, organize, and evaluate the work of others;
- Ability to instruct and motivate others to learn new practices and procedures to accomplish work objectives;
- Ability to establish and maintain effective working relationships with the Mayor and City Council, other City officials, the Assistant~~Deputy~~ City Managers, division and department heads and other supervisory personnel, other City employees, local business organizations, other agencies, and the general public;
- Ability to communicate effectively with others, both orally and in writing, using technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to operate a personal computer using standard or customized software applications appropriate to assigned tasks;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines, even in emergency situations;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Ability to apply integrity, ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Master's Degree in Public Administration, Business Administration, or a closely related field; and
- Extensive experience in public management, preferably in the public sector at the local level of any government; and
- Extensive supervisory experience; or

- Any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work.

Required Special Qualifications

- Possession of a valid State Driver's License, and a safe driving record.

Essential Physical Abilities

- Sufficient powers of speech, hearing, or other communication capabilities, with or without reasonable accommodation, which enables the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which enables the employee to review a wide variety of material in both electronic and hard copy form;
- Sufficient manual dexterity, with or without reasonable accommodation, which enables the employee to operate a personal computer, telephone, and related equipment;
- Sufficient personal mobility, agility, and physical reflexes, with or without reasonable accommodation, which enables the employee to efficiently function and have easy access to a variety of sites throughout the City and to travel in order to attend conferences and educational sessions important to carrying out City Manager functions.

CITY MANAGER HIRING PROCESS

At the council meeting on April 3, 2007, the Mayor and City Council decided to post the City Manager position internally and externally simultaneously. Therefore, the City will advertise the position on July 1, 2007 both internally and externally.

At the council meeting on May 8, 2007, the Mayor and City Council awarded the contract for recruiting services for the City Manager position to Alliance Resources Consulting. The Mayor and City Council will make decisions regarding the recruitment process in a work session on July 3, 2007. Specifically, Council will decide on the following items (Category 1 through 13) to comply with the Public Meeting Law ORS 192.660(7)(d). Column A is what Alliance recommends. If you do not agree with what is in Column A, please provide us with your comments in Column B so we can use your suggestions at the July 3, 2007, work session.

CATEGORY	COLUMN A	COLUMN B
CATEGORY 1 **City Manager Salary**	❑ Increase the City Manager Salary Range to Range 32 and eliminate the step system A-F (see attached – 3 sheets included). ❑ Salary will be advertised as "negotiable within an established range, and will be dependent on the qualifications and experience of the selected candidate."	
CATEGORY 2 **Application Materials**	❑ Applicants may complete Alliance's on-line application and resumes may be submitted to accommodate those without computer access.	
CATEGORY 3 **Length of Recruitment**	❑ Recruit for approximately 7 weeks. Posted internally and externally simultaneously.	
CATEGORY 4 **Hiring Criteria**	❑ Criteria are stated in the job description: Master's Degree with extensive experience (see attached job description) and Alliance's recommendations.	
CATEGORY 5 **Recruitment Materials**	❑ Alliance creates a brochure and mails out to prospective candidates (see attached text for Council to approve).	
CATEGORY 6 **Places to Advertise**	❑ Oregonian, Argus, Jobs Available, govtjobs.com, ICMA, LGPI, NACO.	
CATEGORY 7 **Application Screening/Progress Meeting**	❑ Alliance will present all of the resumes received to the Council and Mayor in an Executive Session. Alliance will screen the applications and identify a smaller group of the more qualified candidates. Alliance will conduct telephone screening interviews with these candidates, and review newspaper articles. Preliminary background checks will be conducted prior to interviews (Degree verification, 2-3 reference calls on each candidate).	
CATEGORY 8 **Interview Questions**	❑ Alliance, in conjunction with HR, will develop interview questions.	
CATEGORY 9 **1st Interview**	❑ Mayor and Council conduct 1st interviews.	
CATEGORY 10 **Reference Checks**	❑ Alliance will complete background checks (references and credit/criminal/civil litigation/MVR) on the final candidates the Council selects.	
CATEGORY 11 **2nd Interview (This interview may only take place if there is more than one finalist)**	❑ May hire Behavioral Consultant to interview finalist/s. Alliance, Mayor and Council may be included as observers. Council may visit the cities of finalists.	
Category 12 **Finalist**	❑ Alliance, Behavioral Consultant, the Mayor and Council will meet to discuss and/or interview finalists in an Executive Session.	
Category13 **Contract Negotiations**	❑ Contingent job offer is made and contract negotiations delegated by Council to the Mayor and City Attorney.	