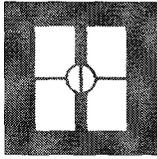


CITY OF HILLSBORO



HILLSBORO CITY COUNCIL

Preliminary Agenda
Tuesday, July 1, 2008

6 PM

Hillsboro Civic Center Conference Room C113B

Work Session

150 E. Main Street

7 PM

Hillsboro Civic Center Auditorium

Regular Session

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

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 seven calendar days, and are available on the north side of the auditorium.

*** SEE ATTACHED AGENDA ***
Posted - June 26, 2008

WORK SESSION – 6 PM – CONFERENCE ROOM C113B

- A. Park and Recreation Bond Measure – presented by Justin Patterson

REGULAR SESSION – 7 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. Consider minutes: June 17, 2008
- B. Certify the City of Hillsboro is eligible to receive certain State Shared Revenues by adopting **Resolution No. * _____**.
- C. Declare the City's election to receive State Revenue Sharing Funds by adopting **Resolution No. * _____**.
- D. Authorize a dedication deed of additional public right-of-way on the south side of NE Jackson Street near Lincoln Street Elementary School, and authorize the Mayor and City Recorder to execute the documents. (Transportation Committee recommendation)

2. **PRESENTATIONS AND APPOINTMENTS:**

- A. Recognition of the Risk Management Division for achieving the National Achievement Award from the Public Risk Management Association (PRIMA) for its Safety and Loss Control Program.
- B. Appointment:

Transportation Committee Chair
Aron Carleson

3. **PUBLIC HEARINGS:**

- A. Consider Planning Commission recommendation regarding staff's request to adopt an ordinance officially naming a public street NE Kalahari Ridge Avenue, renamed from Kalahari Ridge Avenue, on Washington County Assessor's Tax Maps 1N2-35CC and 1N2-35. **Ordinance No. * _____ is available.**

4. **UNFINISHED BUSINESS:**

- A. Consider an ordinance amending Hillsboro Municipal Code Title 3 to add a new chapter 3.40, "Transportation Utility Program", adopting a transportation utility fee. **Ordinance No. * _____ is available.**

5. **NEW BUSINESS:**

- A. Consider Park Commission recommendation to adopt a resolution supporting implementing the Council Creek Regional Trail from the City of Hillsboro, through Washington County, the City of Cornelius, the City of Forest Grove, the City of Banks and connecting to the Banks-Vernonia State Trail. **Resolution No. * _____ is available.**
- B. Consider Park Commission recommendation to approve a proposed sublease under the current lease agreement with American Tower Corporation for a cell tower site located on City property near Tanasbourne Corporate Center, and authorize the Mayor and City Recorder to execute the documents.
- C. Consider Park Commission recommendation to adopt a resolution placing a Park and Recreation bond measure on the November 4, 2008 General Election for the purpose of submitting to the legal voters of the City of Hillsboro, Oregon the question of authorization to issue \$44,500,000 in general obligation bonds to build a recreation center and improve parks. (This item was discussed in work session prior to regular session.) **Resolution No. * _____ is available.**
- D. Consider adopting a resolution supporting the bond measure for Phase I of the Washington County Fairgrounds project. (This item was discussed in work session on June 17, 2008.) **Resolution No. * _____ is available.**
- E. Consider endorsement of liquor license application: *(This request has 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.

- 1. Yummy Panda Restaurant, 446 SW Baseline St. – Original Application – Full On-Premises Sales

- F. Consider convening in Executive Session under ORS 192.660(2)(e) to deliberate with persons designated by the governing body to negotiate real property transactions. (Conference Room 113B following adjournment of the regular session)

6. **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 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.)

7. **ADVICE/INFORMATION ITEMS:**

- A. Tuality Healthcare Foundation's Annual Cancer Awareness Treatment Walk (C.A.T. Walk) and Health and Wellness Fair, July 4, 2008, 7 AM to 10 AM. Information is available at www.catwalkfunrun.org.

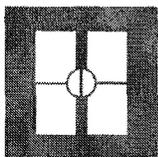
- B. Hillsboro Fourth of July Parade, July 4, 2008, 10 AM to 12:30 PM. Information is available at www.hillsbororotary.org.
- C. Fourth of July Holiday – July 4, 2008. City offices closed.
- D. Celebrate Hillsboro and Mainstreet Madness 3-on-3 Basketball Tournament, August 2, 2008, 8 AM to 6 PM and August 3, 2008, 8 AM to 5 PM, downtown Hillsboro. Information is available at www.mainstreetmadness.org. This event will feature Hillsboro's third Guinness World Record attempt.
- E. Pix on the Plaza, August 7, 14, 21 and 28, 2008, 7 PM to approximately 11 PM. For more information contact Julie Nix at 503-681-6207.
- F. Oregon International Air Show presented by Standard TV & Appliance, August 8, 2008, 6 PM to 10 PM and August 9-10, 2008, 9 AM to 4 PM, Hillsboro Airport. For event information visit: www.oregonairshow.com. *The Hillsboro Main Library will remain open during the Air Show and can be accessed via Shute Road and Brookwood Parkway from the north.*

ANNUAL COMMUNITY EVENTS:

- G. Saturday Farmers' Market in downtown Hillsboro, every Saturday, May 3, 2008 through October 25, 2008 from 8 AM to 1:30 PM.
- H. Sunday Farmers' Market at Orenco Station, every Sunday, May 11, 2008 through October 5, 2008 from 10 AM to 2 PM.
- I. Tuesday Marketplace in downtown Hillsboro, every Tuesday, June 10, 2008 through August 26, 2008 from 5 PM to 8:30 PM.

8. WORK SESSION ITEM (Item A will be discussed in work session preceding regular session in Conference Room C113B at 6 PM; Item B will be discussed following regular session.)

- A. Park and Recreation Bond Measure – presented by Justin Patterson
- B. Joint Planning Commission/City Council Work Session on the Downtown Community Plan and Urban Renewal – presented by John Southgate and Planning Department staff



HILLSBORO CITY COUNCIL

Minutes
Tuesday, June 17, 2008

6:30 PM
Hillsboro Civic Center Conference Room C113B

Work Session
150 E. Main Street

7 PM
Hillsboro Civic Center Auditorium

Regular Session
150 E. Main Street

WORK SESSION – 6:30 PM – CONFERENCE ROOM C113B

- A. Hillsboro 2020 Vision Implementation Committee Progress Report – presented by John Coulter

The work session was held.

REGULAR SESSION – 7 PM – AUDITORIUM

PLEDGE OF ALLEGIANCE – Mayor Tom Hughes

CALL TO ORDER - Roll Call

Present: Mayor Tom Hughes, Councilors Ed Dennis, Olga Acuña, Nenice Andrews, Doug Johnson, and Cynthia O'Donnell

Excused Absence: Councilor Aron Carleson

Staff Present: Sarah Jo Chaplen, Rob Dixon, Ellen Conley, Karla Antonini, Don Odermott, Colin Cooper, Rene Heade, Richard Goerling, Amanda Bewersdorff, Steve Greagor, Tina Bailey, Peter Martins, Linda Lybecker, Tom Arnold, Barbara Simon, Debbie Raber, Erik Jensen, Roy Gibson, Amber Ames, and City Attorney Pam Beery

1. CONSENT AGENDA:

- A. Consider minutes: June 3, 2008
- B. Approve the satisfactory six-month performance evaluation and renewal of the employment contract with Sarah Jo Chaplen, City Manager, along with the appropriate compensation and 4% COLA increases effective July 1, 2008.
- C. Approve the Fiscal Year 2008-09 Pay Plan, incorporating the 4.0% COLA for non-represented, management, Fire Bargaining Unit and Police Bargaining Unit employees, effective July 1, 2008. (Finance Committee recommendation)

- D. Award a contract for storm sewer construction and sanitary sewer replacement in the Birchwood neighborhood to John L. Jersey & Son, Inc., as the low responsive bidder in the amount of \$2,620,221. (Finance Committee recommendation)
- E. Approve a request from the Chamber of Commerce to renew the Chamber of Commerce Assistance Agreement for the period beginning July 1, 2008 and ending June 30, 2009 for \$55,000, and authorize the City Manager to execute the agreement. (Finance Committee recommendation)
- F. Approve a request from the Chamber of Commerce to renew the Hillsboro Economic Development Partnership Agreement for the period beginning July 1, 2008 and ending June 30, 2009 for \$70,000, and authorize the City Manager to execute the agreement. (Finance Committee recommendation)
- G. Approve the renewal and amendment to the agreement with the Hillsboro Downtown Business Association (HDBA) for maintenance services for downtown Hillsboro not to exceed \$30,000, and authorize the City Manager to execute the agreement. (Finance Committee recommendation)
- H. Authorize the Mayor and City recorder to execute standard developer contract(s) for the following:

<u>Project Name</u>	<u>Developer</u>
Aaron Acres	Matt Hensley, Hensley Construction LLC
- I. Authorize 2007-08 cash carryovers to the 2008-09 Fiscal Year for unexpended projects and revisions to the 2008-09 Fiscal Year budget as approved. (Finance Committee recommendation)

Motion was made by O'Donnell, seconded by Johnson, to approve the Consent Agenda as presented. The motion passed unanimously with Acuña, Andrews, Dennis, Johnson and O'Donnell voting in favor.

2. PRESENTATIONS AND APPOINTMENTS:

- A. Proclamation: Relay for Life Days – June 21 and 22, 2008. Presentation by Relay for Life.

Mayor Hughes read the proclamation and presented it to representatives of Relay for Life. Relay for Life representatives gave a brief presentation.

3. PUBLIC HEARINGS:

- A. Public hearing on State Revenue Sharing proposed use for the 2008-09 Fiscal Year.

Mayor Hughes opened the public hearing on Item 3A and asked for testimony in support or opposition. There was none. The public hearing was closed.

- B. Public hearing on an ordinance adopting a budget, making appropriations, and levying a tax upon the taxable property of the City; and to categorize the taxes for the City of Hillsboro, Washington County, Oregon for Fiscal Year July 1, 2008 to June 30, 2009, and declaring an emergency. Ordinance No. 5862 was available.

Mayor Hughes opened the public hearing on Item 3B and asked for testimony in support or opposition. There was none. The public hearing was closed.

Motion was made by O'Donnell, seconded by Johnson, that Ordinance No. 5862 do pass. Roll call on the motion was as follows: O'Donnell, aye, Johnson, aye, Dennis, aye, Acuña, aye, Andrews, aye. The motion passed unanimously and Ordinance No. 5862 was declared passed.

ORDINANCE NO. 5862

AN ORDINANCE ADOPTING A BUDGET, MAKING APPROPRIATIONS, AND LEVYING A TAX UPON THE TAXABLE PROPERTY OF THE CITY; AND TO CATEGORIZE THE TAXES FOR THE CITY OF HILLSBORO, WASHINGTON COUNTY, OREGON FOR FISCAL YEAR JULY 1, 2008 TO JUNE 30, 2009, AND DECLARING AN EMERGENCY.

- C. Consider Finance Committee recommendation to pass an ordinance adopting a supplemental budget for the 2007-08 Fiscal Year, and declaring an emergency. Ordinance No. 5863 was available.

Mayor Hughes opened the public hearing on Item 3C and asked for testimony in support or opposition. There was none. The public hearing was closed.

Motion was made by Dennis, seconded by O'Donnell, that Ordinance No. 5863 do pass. Roll call on the motion was as follows: Dennis, aye, Acuña, aye, Andrews, aye, O'Donnell, aye, Johnson, aye. The motion passed unanimously and Ordinance No. 5863 was declared passed.

ORDINANCE NO. 5863

AN ORDINANCE ADOPTING A SUPPLEMENTAL BUDGET FOR THE 2007-2008 FISCAL YEAR AND DECLARING AN EMERGENCY.

- D. CU 6-08: Conditional Use Request – Fred Meyer Fuel Stop #143 – Appeal: Limited de novo public hearing on an appeal of the Planning and Zoning Hearings Board decision to approve the construction and operation of an automotive fuel station in the C-1 General Commercial zone as a conditional use. The property is generally located north of SE Tualatin Valley Highway, south of SE Johnson Street, west of SE 67th Avenue and east of SE Century Boulevard and can be specifically identified as Tax Lot 3700 on Tax Map 1S2-10AC.

Mayor Hughes opened the public hearing on CU 6-08 and asked for testimony in support or opposition. There was none. The public hearing was closed.

The item was continued to the August 5, 2008 City Council meeting.

- E. AN 3-08: Baker et al: Consider an ordinance annexing certain tracts of land into the city limits of Hillsboro and withdrawing the tracts from the territories of Washington County Rural Fire Protection District No. 2, Washington County

Service District for Urban Road Maintenance, and Washington County Service District #1 for Street Lights. The request is for annexation of several properties approximately 90 acres in area, north of NW Jacobson Road, south of NW West Union Road, west of NW Century Boulevard and east of NW Helvetia Road. Tax Lots 101, 300 and 600 on Washington County Assessor's Tax Map 1N2-15 and Tax Lots 500 and 600 on Tax Map 1N2-15CC. Ordinance No. 5864 was available.

Prior to opening the public hearing, Mayor Hughes asked for a staff report on Items 3E and 3F. Colin Cooper, Planning Department, came forth and presented the staff report, including the ORS 197 statement required for public hearings, described the proposed annexation and zone change and reviewed the approval criteria.

Mayor Hughes opened the public hearing on AN 3-08 and asked for testimony in support or opposition.

Bob Baker, Baker Bindewald Investments, LLC, owns 51.2 acres of the land in question and was in favor of the annexation. He said this was a long process and approval has been sought from over 20 agencies. Mayor Hughes asked if the area utilized the Washington County Service District for Enhanced Law Enforcement. Mr. Baker said he was not sure.

Scott Hamilton, , has resided in the area for 20 years and has seen many changes through his involvement in the process. He warned that half street or normal street improvements would not improve intersection at Pubols Road and West Union Road. Water retention and drainage are issues. He explained that flooding has increased at the intersection of Jacobsen Road and Helvetia Road due to development south and east of Helvetia Road. He said he has noticed that as construction projects progress, the initial design is sometimes compromised and water retention diminishes. It is his recommendation that before any further development occurs, a separate water control area needs to be established. He distributed a picture of the area that was affected by flooding in December of 2007, and suggested the City Council recommend the Planning Department come up with a comprehensive plan for the area. Councilor Dennis asked staff to highlight the questions of Mr. Hamilton and activities scheduled to remedy the situation, the next time the property requires action of the City Council.

There was no further testimony and the public hearing was closed.

Motion was made by Dennis, seconded by O'Donnell, that Ordinance No. 5864 do pass. Roll call on the motion was as follows: Acuña, aye, Dennis, aye, Andrews, aye, O'Donnell, aye, Johnson, aye. The motion passed unanimously and Ordinance No. 5864 was declared passed.

ORDINANCE NO. 5864
AN 3-08: BAKER ET AL

AN ORDINANCE ANNEXING CERTAIN TRACTS OF LAND INTO THE CITY LIMITS OF HILLSBORO AND WITHDRAWING THE TRACTS FROM THE TERRITORIES OF WASHINGTON COUNTY RURAL FIRE PROTECTION DISTRICT NO. 2, WASHINGTON COUNTY SERVICE DISTRICT FOR URBAN ROAD MAINTENANCE, AND WASHINGTON COUNTY SERVICE DISTRICT #1 FOR STREET LIGHTS.

- F. ZC 4-08: Baker et al: Consider an ordinance amending the official zoning map, a portion of Hillsboro Zoning Ordinance No. 1945, as amended, by changing the

zoning of tracts of recently annexed property from County FD-20 Future Development – 20 Acre District to City HSID Helvetia Area Special Industrial District. This request is for a zone change on several recently annexed properties (AN 3-08 Baker et al) located generally north of NW Jacobson Road, south of NW West Union Road, west of NW Century Boulevard and east of NW Helvetia Road totaling approximately 90 acres in area. The properties can be specifically identified as Tax Lots 101, 300 and 600 on Washington County Assessor's Tax Map 1N2-15 and Tax Lots 500 and 600 on Tax Map 1N2-15CC. Ordinance No. 5865 was available.

Mayor Hughes opened the public hearing on ZC 4-08 and asked for testimony in support or opposition. There was none. The public hearing was closed.

Motion was made by O'Donnell, seconded by Andrews, that Ordinance No. 5865 do pass. Roll call on the motion was as follows: Dennis, aye, Andrews, aye, Acuña, aye, Johnson, aye, O'Donnell, aye. The motion passed unanimously and Ordinance No. 5865 was declared passed.

ORDINANCE NO. 5865
ZC 4-08: BAKER ET AL

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP, A PORTION OF THE HILLSBORO ZONING ORDINANCE NO. 1945, AS AMENDED, BY CHANGING THE ZONING OF TRACTS OF RECENTLY ANNEXED PROPERTY FROM COUNTY FD-20 FUTURE DEVELOPMENT – 20 ACRE DISTRICT TO CITY HSID HELVETIA AREA SPECIAL INDUSTRIAL DISTRICT.

- G. Consider amending the Hillsboro Municipal Code, Title 3 to add a new chapter 3.40, "Transportation Utility Program", requiring payment of a transportation utility fee, and motion to direct staff to prepare an ordinance for City Council action at its July 1, 2008 meeting.

Prior to opening the public hearing, Mayor Hughes asked for a staff report on Item 3G. Rob Dixon, assistant city manager, explained the presentation would include background, the problem statement and the proposed solution. Mr. Dixon began by discussing the operation and maintenance of the street network and engineering neighborhood solutions.

Tom Arnold, project manager, described transportation financing and highlighted the existing revenue sources including the gas tax and the Oregon Transportation Investment Act. He listed other funding alternatives including a local gas tax, a local Major Streets Transportation Improvement Program (MSTIP) and a local improvement district.

Tina Bailey, project manager, discussed the street maintenance program and maintenance strategies including preventative maintenance and rehabilitation. She highlighted the actions the City has taken to reduce costs. She said the backlog of maintenance continues to grow and could double by 2018.

Mr. Arnold explained the remaining gas tax will be used for the Pedestrian/Bicycle Safety Program which encompasses the Hillsboro 2020 Vision and Action Plan, the Bicycle/Pedestrian Task Force and the Capital Improvement Program. He discussed the transportation utility program fee and discussed the activities of the Citizen Advisory Committee. He explained the proposed rate structure for residential and non-residential fees. Residential customers would be

charged \$3.10 per month and businesses would be charged based on category and land use and total building area. The program does include credits and waivers for specific situations. It is recommended that the program have citizen oversight to advise the Transportation Committee on program goals and accomplishments, annual utility evaluation, and program modifications. In comparison to other city transportation utility fee models, Hillsboro falls mid to low in most categories except for fast food restaurants.

Mr. Dixon summarized by stating the current funding of the Street Maintenance Program and the Bicycle/Pedestrian Safety Program is insufficient to meet program requirements. The Transportation Committee recommends implementing a transportation utility fee to make up the funding shortfall. Lastly, a community advisory committee of residents and businesses will review the program annually and make recommendations to the City Council. The recommended schedule is to adopt the fee and delay billing until March 1, 2009, providing 9 months advance notice to residences and businesses.

Mayor Hughes opened the public hearing on Item 3G and asked for testimony in support or opposition.

Andrew Aebi, _____ said he was relatively new to Hillsboro. He said the City could spend a lot of time on equity issues but suggested the City Council move forward with the fee. The City needs to build new assets but also maintain the existing assets.

Joe Gillian, _____ distributed handouts and said he would support the Chamber's proposal. He is looking for some compromise.

Gwyn Blanton, _____ said she would be happy to pay a fee of \$3.10. She said the employees of Intel and other high tech companies do reap the benefits of road improvements.

Betsy Murphy, general manager of Streets of Tanasbourne, discussed the impact on individual store owners. She said stores are not seeing increased sales and this increased fee would make it difficult to attract new businesses.

Janet Young, _____, said she supports the proposal. She expressed her appreciation for the City implementing a fee. She suggested fee indexing should be completed now as opposed to later.

Lee Hammel, _____ said that constructing bicycle paths may not be the best use of the money. He said he was more concerned about road maintenance and encouraged the Council to consider community needs versus wants.

Bill Ray, _____ said it was inappropriate to impose a fee at this time. He said the proposed plan was the best plan but it was not a good time to implement. He suggested using a trip calculation in another way or to look at alternate ways to save costs. He suggested requiring employees to utilize the "hypermiler" method when driving.

Bill Davies, _____ said he considers the proposed fee to be a tax. He said that he prefers that people who abut these areas pay for the road maintenance. He said his fixed income does not rise but other costs do.

Chris Girard, Plaid Panty stores, distributed a memo to the City Council. He indicated he was representing several other organizations. He said he wished Plaid Pantry had participated more in the process. He said he was willing to pay what was fair.

Wendy Cornaby, _____, said that sidewalks and bike paths should not be paid with gas tax money.

Gary Gross, _____ said he was opposed to the fee due to a fixed income. He said that dollars should be spent on maintenance, not necessarily bike paths and tree planting.

Zephyr Moore, _____ discussed the advertising triangle. He said that studded tires and added weight license plate covers contribute to the overall breakdown of the roads.

John Kuppler, _____, said he notices potholes everywhere. He suggested considering intergovernmental agreements for these services.

Keith Peal, Hillsboro Chamber of Commerce Chair, said the Chamber has been a strong supporter of MSTIP, but he does have concerns on diverting money towards bicycle and pedestrian projects. He made an alternate proposal, TUF Alternative No. 4. He said it was the most equitable option. A portion of the TUF fees would go to bike and pedestrian projects and non-residential fees would be reduced. Councilor Dennis asked how this would benefit the grocers. Mr. Peal responded this would reduce the fee for grocers by 64%. Deanna Palm, Chamber president added that she was opposed to automatic indexing. She suggested reviewing the fee structure on a case by case basis.

Sharon Cornish, _____, would rather see this fee go to a vote by the people. Additionally, she asked if the City would consider changing to a monthly billing from the current bi-monthly billing system. Mayor Hughes asked staff to consider her concerns.

Dan Bloom, _____ said he was content with the fee other than subsidizing growth. He is supportive of bicycle and pedestrian paths. He suggested the Council consider some progressive ideas such as localized transit.

There was no further testimony and the public hearing was closed.

[Recorder's Note: Mayor Hughes called a five-minute recess.]

There was discussion related to the proposals considered by the TUF Community Advisory Committee. Councilor Dennis asked where the alternatives came from. Mayor Hughes said after receiving community input, he suggested looking at some alternatives. Councilor Johnson thought the Chamber proposal was the best alternative. Councilor O'Donnell agreed with Councilor Johnson but suggested they also look at a fee reduction for residents. She feels the fee would be a financial stress for residents. Councilor Johnson thought that the waiver program may address some of these issues for seniors. Councilor Andrews recommended taking a holistic view of the community to ensure all parts of the community function at an acceptable level. Councilor Acuna agreed with Councilor O'Donnell and Andrews. She felt comfortable with either the Transportation Committee recommendation, or the Chamber proposal. She pointed out the City has a backlog of road maintenance projects and has concerns related to child safety in the streets. Councilor Dennis said he also felt comfortable with the either Transportation Committee recommendation or the Chamber proposal.

Motion was made by Johnson, seconded by O'Donnell, to accept the Chamber of Commerce proposal to modify the Transportation Committee recommendation to reduce Bicycle and Pedestrian projects by 48%, and reduce non residential fee by 63%, the residential fee remains unchanged, and direct staff to prepare an ordinance for consideration at the July 1, 2008 City Council meeting. The motion passed unanimously with Andrews, Dennis, Johnson, O'Donnell and Acuña voting in favor.

4. UNFINISHED BUSINESS:

- A. None.

5. NEW BUSINESS:

- A. Consider Finance Committee recommendation to adopt a resolution authorizing the transfer of appropriations within funds and resources between funds for the 2007-08 Fiscal Year budget. Resolution No. 2254 was available.

Motion was made by Dennis, seconded by O'Donnell, that Resolution No. 2254 be adopted. The motion passed unanimously with Dennis, Johnson, O'Donnell, Acuña and Andrews voting in favor.

RESOLUTION NO. 2254

A RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS WITHIN FUNDS AND RESOURCES BETWEEN FUNDS.

- B. Consider a resolution approving the Hillsboro 2020 Vision and Action Plan Annual Progress Report: 2007-2008, including the recommended revisions to the Vision Action Plan as referenced in the report. Resolution No. 2255 was available.

Motion was made by Dennis, seconded by O'Donnell, that Resolution No. 2255 be adopted. The motion passed unanimously with Johnson, O'Donnell, Acuña, Andrews, and Dennis voting in favor.

RESOLUTION NO. 2255

A RESOLUTION APPROVING THE "HILLSBORO 2020 VISION AND ACTION PLAN ANNUAL PROGRESS REPORT: 2007-2008"

- C. Consider adopting a resolution establishing a filing fee for declaration of candidacy for the City Council. Resolution No. 2256 was available.

Motion was made by O'Donnell, seconded by Andrews, that Resolution No. 2256 be adopted. The motion passed unanimously with O'Donnell, Acuña, Andrews, Dennis and Johnson voting in favor.

RESOLUTION NO. 2256

A RESOLUTION ESTABLISHING A FILING FEE FOR DECLARATION OF CANDIDACY FOR THE CITY COUNCIL.

- D. HCP 4-08: Honey Crest Meadows: Consider a Planning Commission recommendation to adopt an ordinance amending the Comprehensive Plan, Ordinance No. 2793 as amended, Section 14 Comprehensive Plan Maps, approving a minor Comprehensive Plan Land Use Map amendment to redesignate certain tracts of land from RL Low Density Residential to RM Medium Density Residential on five properties totaling approximately 3.98 acres in size. The purpose of the proposed plan change is to allow for medium density residential development on the site. The applicant is Honey Crest Meadows LLC and the applicant's representative is Ryan O'Brien. The affected properties are located generally north of NW Tiffany Lane, south of NW Cody Court, east of the Southern Pacific Railroad line, and west of N First Avenue. The properties can be specifically identified as Tax Lots 1900, 2000, 2200, 2300, and 2400 on Washington County Assessor's Tax Map 1N2-31BB. Ordinance No. 5866 was available.

Motion was made by O'Donnell, seconded by Johnson, that Ordinance No. 5866 do pass. Roll call on the motion was as follows: Johnson, aye, Dennis, aye, Acuña, aye, Andrews, aye, O'Donnell, aye. The motion passed unanimously and Ordinance No. 5866 was declared passed.

ORDINANCE NO. 5866
HCP 4-08: HONEY CREST MEADOWS

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN, ORDINANCE NO. 2793 AS AMENDED, SECTION 14 COMPREHENSIVE PLAN MAPS, APPROVING A MINOR COMPREHENSIVE PLAN LAND USE MAP AMENDMENT TO REDESIGNATE CERTAIN TRACTS OF LAND FROM RL LOW DENSITY RESIDENTIAL TO RM MEDIUM DENSITY RESIDENTIAL.

- E. HCP 3-08, HCP 5-08 and ZOA 2-08: South Hillsboro Area's 69 and 71: Consider a joint Hillsboro City Council and Planning Commission Resolution endorsing designation of "South Hillsboro Urban Reserves: (2,330 acres) and the future adoption of the South Hillsboro Community Plan. Resolution No. 2257 was available.

Motion was made by Dennis, seconded by O'Donnell, that Resolution No. 2257 be adopted. The motion passed unanimously with Acuña, Andrews, Dennis, Johnson and O'Donnell voting in favor.

RESOLUTION NO. 2257

A JOINT HILLSBORO CITY COUNCIL AND PLANNING COMMISSION RESOLUTION ENDORSING DESIGNATION OF "SOUTH URBAN RESERVES" (2,330 ACRES) AND THE FUTURE ADOPTION OF THE SOUTH HILLSBORO COMMUNITY PLAN.

- F. Consider Finance Committee recommendation to approve an amendment to the intergovernmental agreement with Clean Water Services and authorize the Mayor and City Recorder to execute the documents. (Subject to City Attorney Review)

Motion was made by Johnson, seconded by Dennis to approve an amendment to the intergovernmental agreement with Clean Water Services and authorize the Mayor and City

Recorder to execute the documents. The motion passed unanimously with Andrews, Dennis, Johnson, O'Donnell and Acuña voting in favor.

- G. Consider approving the renewal of the Urban Area Security Initiative (UASI) intergovernmental agreement with Washington County and authorize the Mayor and City Recorder to execute the documents.

Motion was made by O'Donnell, seconded by Andrews, to approve the renewal of the Urban Area Security Initiative (UASI) intergovernmental agreement with Washington County and authorize the Mayor and City Recorder to execute the documents. The motion passed unanimously with Dennis, Johnson, O'Donnell, Acuña and Andrews, voting in favor.

- H. Consider endorsement of liquor license application:

- 1. La Bella Vita Pizzeria, 5309 W Baseline Road – Original Application – Limited On-Premises Sales

Motion was made by O'Donnell, seconded by Dennis, to approve the endorsement as presented. The motion passed unanimously with Johnson, O'Donnell, Acuña, Andrews and Dennis voting in favor.

6. COMMUNICATION AND NON-AGENDA ITEMS:

- A. None.

7. ADVICE/INFORMATION ITEMS:

- A. American Cancer Society Relay For Life, begins June 21, 2008 at 10 AM and ends June 22, 2008 at 10 AM, Hillsboro Stadium. For more information visit www.events.cancer.org/rflhillsboroor.
- B. Tuality Healthcare Foundation's Annual Cancer Awareness Treatment Walk (C.A.T. Walk) and Health and Wellness Fair, July 4, 2008, 7 AM to 10 AM. Information is available at www.catwalkfunrun.org.
- C. Hillsboro Fourth of July Parade, July 4, 2008, 10 AM to 12:30 PM. Information is available at www.hillsbororotary.org.
- D. Hillsboro Water Department public meeting on the Hillsboro Reservoir Site Selection Process, July 17, 2008, 7 PM, Hillsboro Civic Center Auditorium.

ANNUAL COMMUNITY EVENTS:

- E. Saturday Farmers' Market in downtown Hillsboro, every Saturday, May 3, 2008 through October 25, 2008 from 8 AM to 1:30 PM.
- F. Sunday Farmers' Market at Orenco Station, every Sunday, May 11, 2008 through October 5, 2008 from 10 AM to 2 PM.
- G. Tuesday Marketplace in downtown Hillsboro, every Tuesday, June 10, 2008 through August 26, 2008 from 5 PM to 8:30 PM.

8. **WORK SESSION ITEMS:**

- A. Hillsboro 2020 Vision Implementation Committee Progress Report – presented by and John Coulter
- B. Update on Washington County Fairgrounds

The work sessions were held.

There being no further business to come before the Council, the meeting was adjourned to work session at 11:04 PM.

Mayor

ATTEST: _____
City Recorder

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, THE CITY OF HILLSBORO RESOLVES AS FOLLOWS, that it hereby certifies that it provides all seven of the municipal services listed above and enumerated in ORS 221.760(1).

Introduced and passed by the Council this 1st day of July 2008.

Approved by the Mayor this 1st day of July 2008.

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

Mayor

ATTEST: _____
City Recorder

10

RESOLUTION NO. _____

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

NOW, THEREFORE, THE CITY OF HILLSBORO RESOLVES AS FOLLOWS:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive State Revenue Sharing Funds for fiscal year 2008-09.

Introduced and passed by the Council this 1st day of July 2008.

Approved by the Mayor this 1st day of July 2008.

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

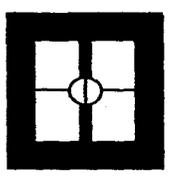
Mayor

ATTEST: _____
City Recorder

I certify that a public hearing before the Budget Officer and members of the Budget Committee was held on May 21, 2008, and a public hearing before the City Council was held on June 17, 2008, giving citizens opportunity to comment on use of State Revenue Sharing Funds.

City Recorder

CITY OF HILLSBORO



July 1, 2008

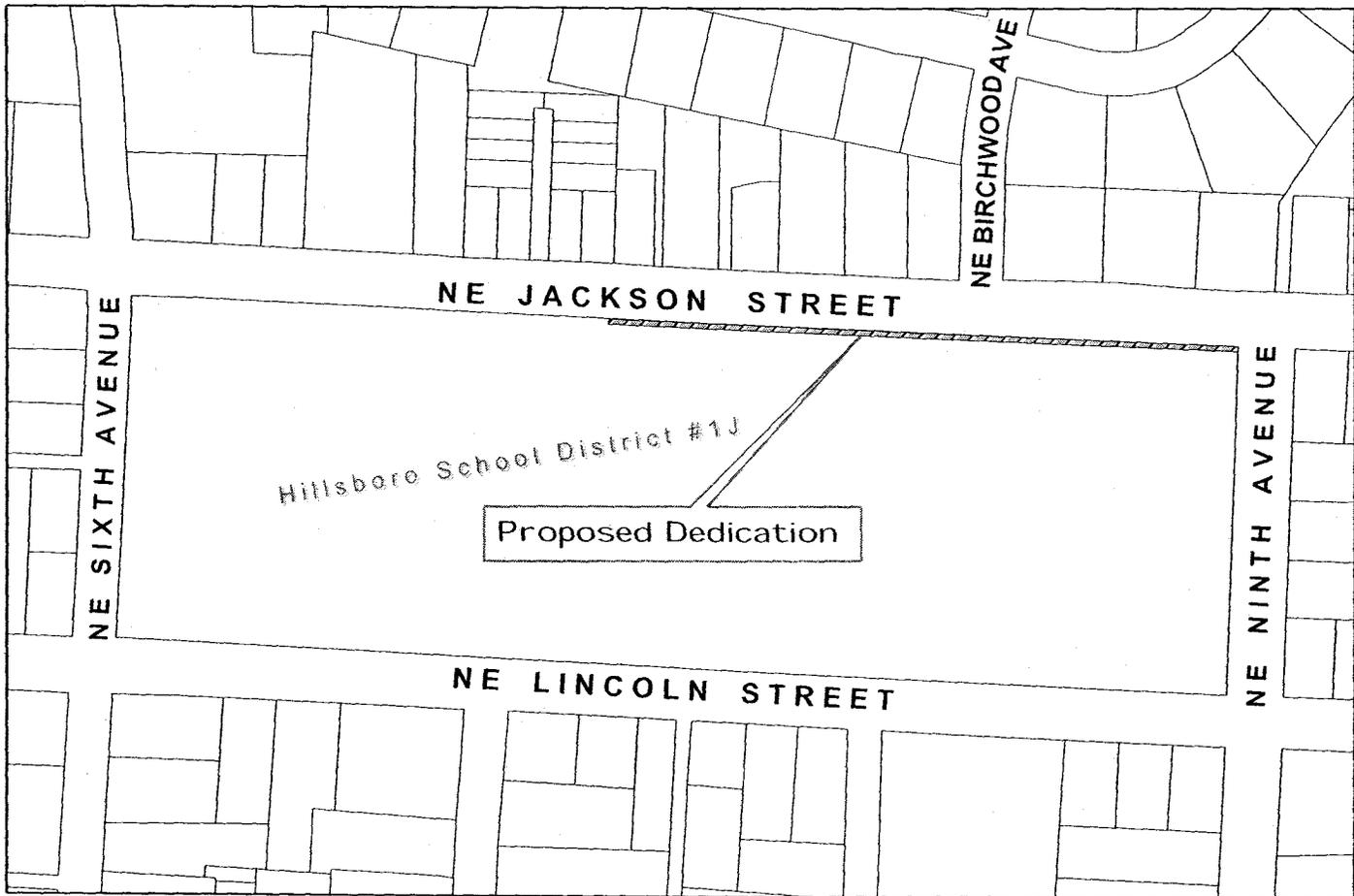
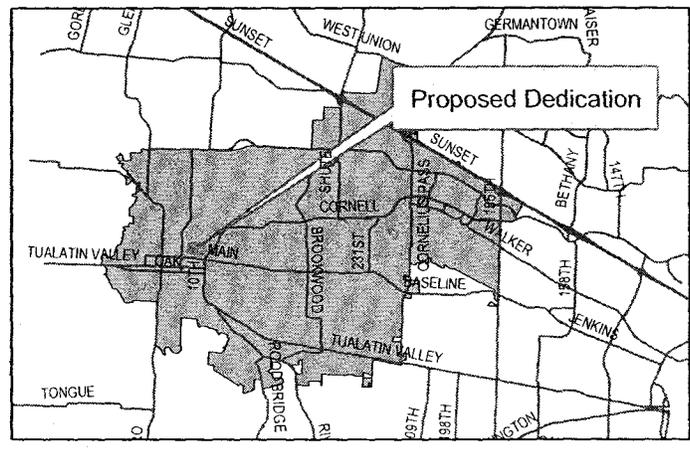
TO: Mayor and City Council

FROM: Michael Filicky, City Surveyor

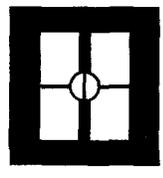
RE: Dedication of additional public right-of-way on the south side of NE Jackson Street near Lincoln Elementary School

This dedication is a requirement of development of the new Lincoln Street Elementary School. In order to fulfill the requirement, the owner, Hillsboro School District #1J has elected to dedicate an additional 6.0 feet along a portion of their property adjacent to NE Jackson Street.

Transportation Committee recommends acceptance of the Dedication.



CITY OF HILLSBORO



June 23, 2008

STAFF REPORT

TO: City Council

FROM: Planning Department

RE: Request for Street Name Change –
File No. SN 2-08: NE Kalahari Ridge Avenue

BACKGROUND

On April 4, 2008, the final plat for a four lot subdivision named Kalahari Ridge (SUB 4-06) recorded with a public street named Kalahari Ridge Avenue. The plat which was recorded by Washington County lacked a directional prefix for the Kalahari Ridge Avenue street name.

Recording the street NE Kalahari Ridge Avenue will help ensure proper emergency response because the correct directional prefix for the street name will be recorded on the appropriate Washington County Assessor's Maps (1N2-35CC and 1N2-35). This change would not adversely affect surrounding properties because these properties were intended to be addressed off of NE Kalahari Ridge Avenue.

On May 14, 2008, the Planning Commission reviewed a request from City Staff to change the name of the public street, as shown on the attached plat, as Kalahari Ridge Avenue. Upon receipt of the staff report the Planning Commission approved the proposed street name change.

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, if the Commission feels the renaming is in the best interest of the City. Upon receiving the Commission's recommendation, the Council is then required to schedule a public hearing to consider the matter.

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.

ORDINANCE NO. _____
SN 2-08: NE KALAHARI RIDGE AVENUE

AN ORDINANCE OFFICIALLY NAMING A PUBLIC STREET NE KALAHARI RIDGE AVENUE.

WHEREAS, in April, 2008, the final plat for a four lot subdivision named Kalahari Ridge recorded with a public street named Kalahari Ridge Avenue; and

WHEREAS, the plat which was recorded lacks the required NE directional prefix in the street name for Kalahari Ridge Avenue; 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 private street name; and

WHEREAS, naming the public street segment south of NW Quatama Road, west of NE 75th Avenue and east of NE 74th Avenue NE Kalahari Ridge Avenue would alleviate potential confusion and provide better emergency service; and

WHEREAS, the Planning Commission considered this matter on May 14, 2008, and adopted Resolution No. 1667-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 June 3, 2008, and voted to adopt the Planning Commission's recommendation on this matter.

NOW, THEREFORE, THE CITY OF HILLSBORO ORDAINS AS FOLLOWS:

Section 1. The street as shown on Exhibit A shall be renamed NE Kalahari Ridge 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 1st day of July, 2008.

Approved by the Mayor this 1st day of July, 2008.

Mayor

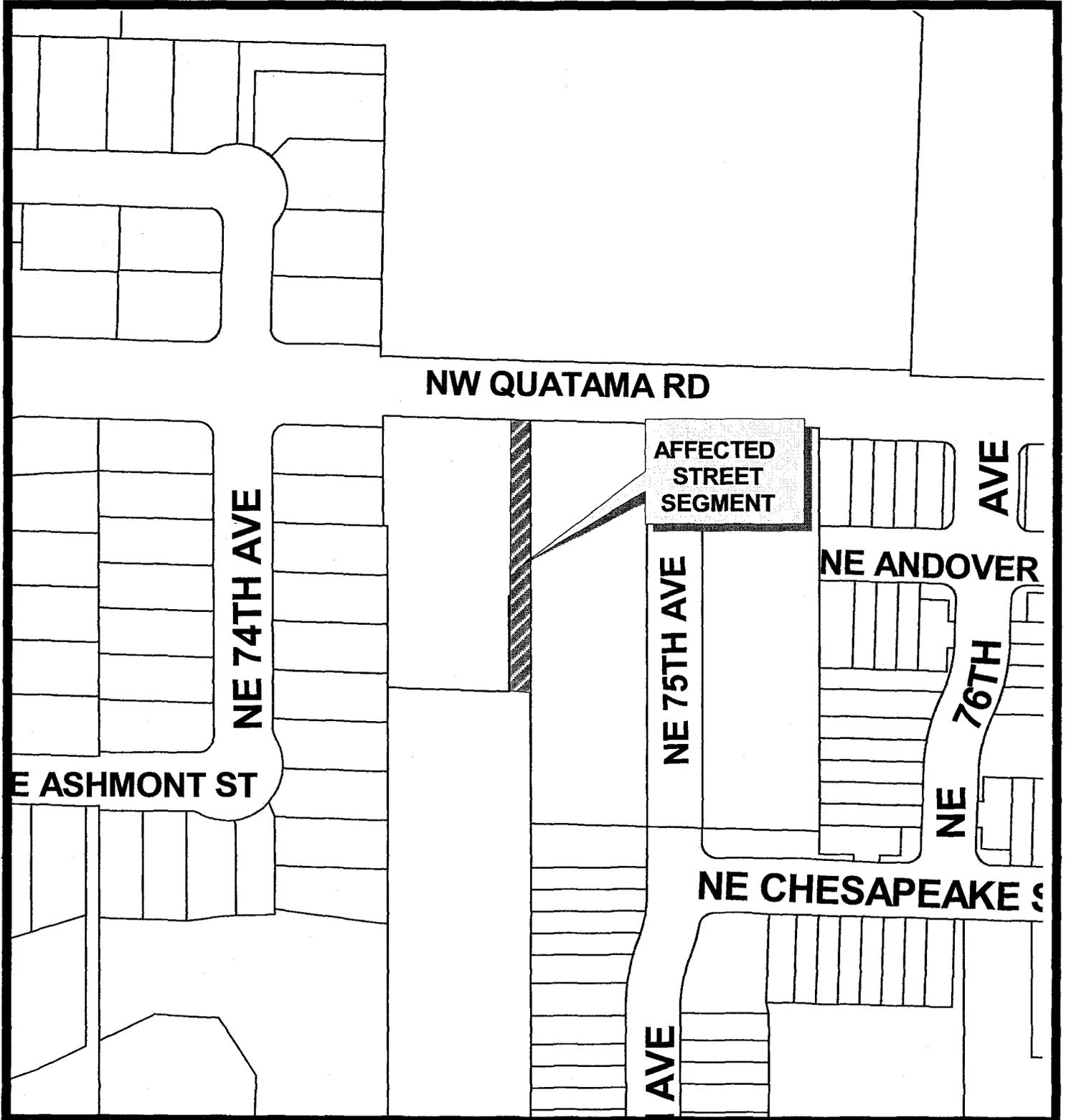
ATTEST: _____
City Recorder



SN 2-08: NE KALAHARI RIDGE AVENUE



REQUEST FOR STREET NAME CHANGE TO OFFICIALLY NAME AND RECORD KALAHARI RIDGE AVENUE AS NE KALAHARI RIDGE AVENUE



PLANNING COMMISSION

RESOLUTION NO. 1667-P

SN 2-08: NE KALAHARI RIDGE AVENUE

A RESOLUTION TO THE CITY COUNCIL RECOMMENDING THAT A PUBLIC STREET SEGMENT BE NAMED NE KALAHARI RIDGE AVENUE.

WHEREAS, in April, 2008, a public street segment was recorded on a final plat for the Kalahari Ridge Subdivision without a directional prefix; and

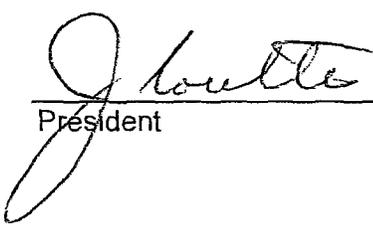
WHEREAS, ORS 227.120 sets forth the procedure for naming and renaming streets and requires the Planning Commission to forward a recommendation to the City Council to hold a public hearing on the proposed private street name, and

WHEREAS, renaming the public street segment south of NW Quatama Road, east of NE 74th Avenue, and west of NE 75th Avenue would alleviate potential confusion and provide better emergency service, and

WHEREAS, the Planning Commission considered this matter on May 14, 2008, and supports the proposed public street name change as acceptable and appropriate.

NOW, THEREFORE, THE CITY OF HILLSBORO RESOLVES AS FOLLOWS, that the City of Hillsboro Planning 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 officially renaming and recording the public street segment identified on Exhibit A as NE Kalahari Ridge Avenue.

Introduced and passed by the Commission this 14th day of May, 2008.

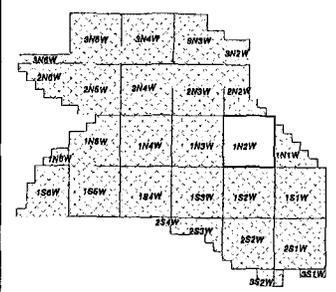
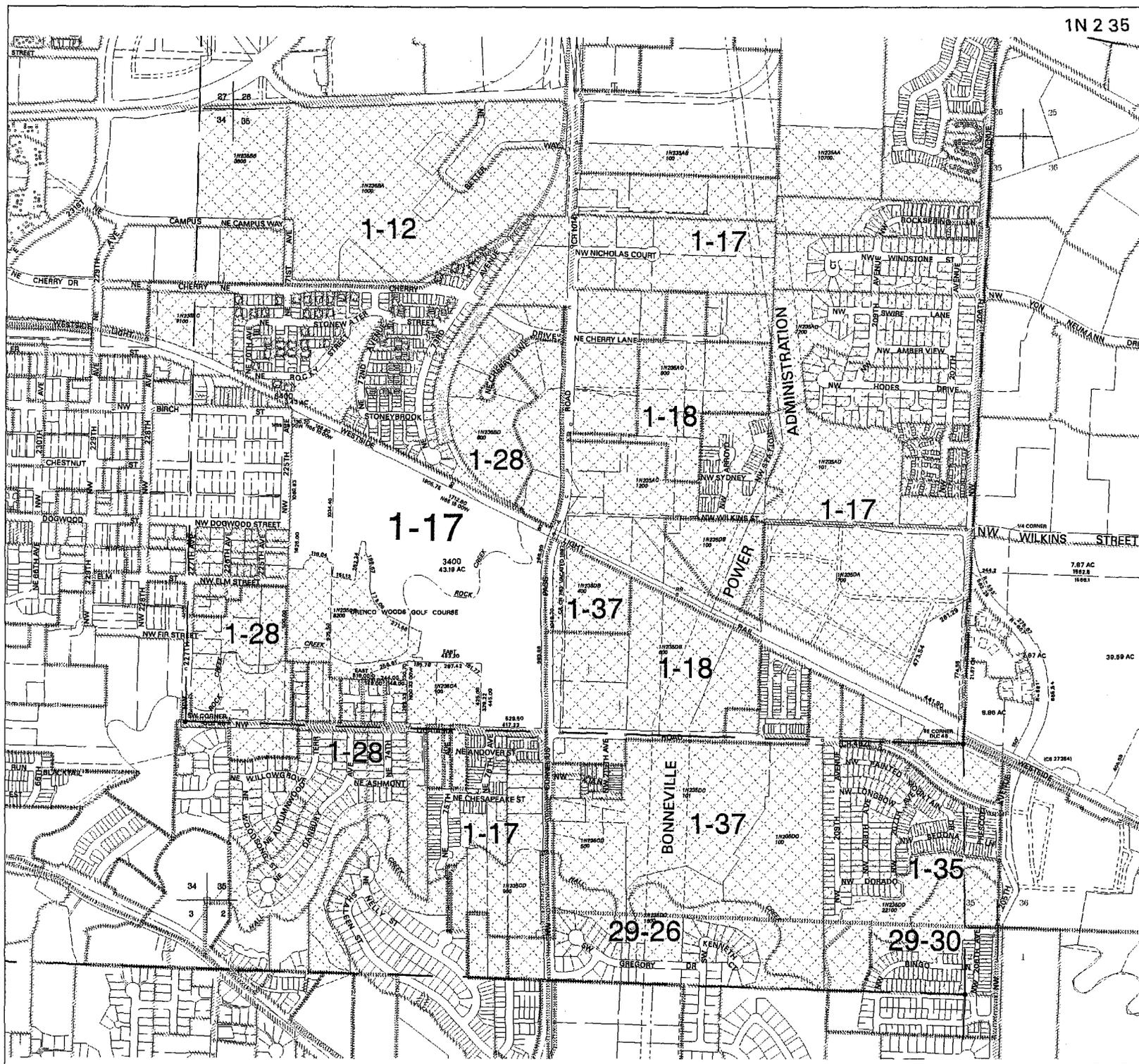


President

ATTEST:



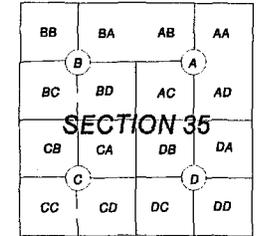
Secretary



WASHINGTON COUNTY OREGON
SECTION 35 T1N R2W W.M.
SCALE 1" = 400'

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

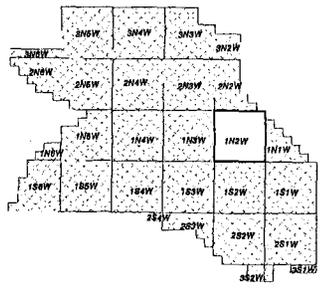
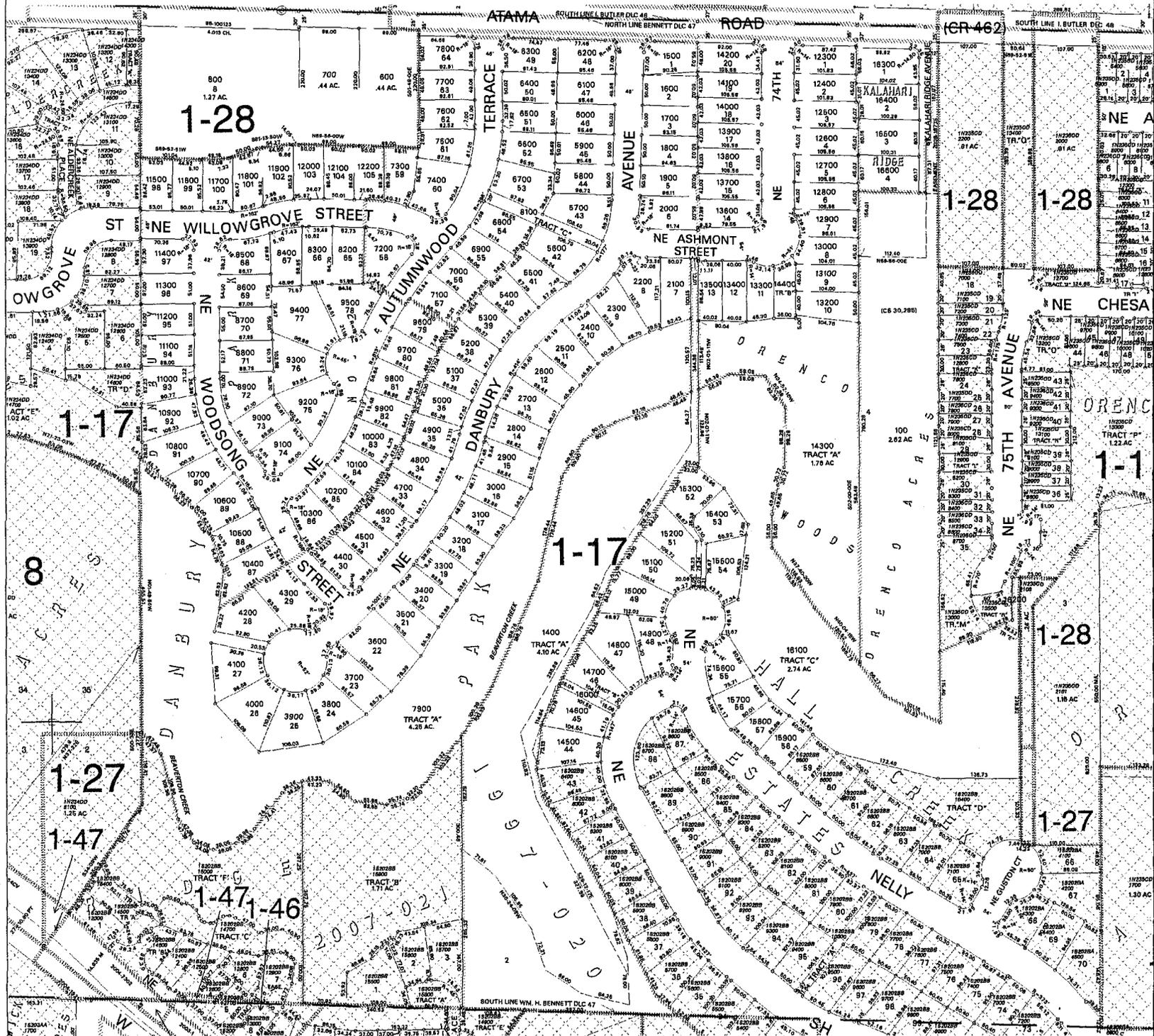


- Cancelled Taxlots For: 1N235
- 4500, 5201, 2705, 1305, 1500, 2703, 800, 2708, 100,
 - 200, 300, 400, 500, 600, 801, 700, 600, 1000, 1100,
 - 1200, 1300, 1301, 1302, 1303, 1304, 1306, 1307,
 - 1400, 1600, 1700, 1800, 1801, 1900, 1901, 1802, 2000,
 - 2100, 2101, 2102, 2200, 2700, 2701, 2702, 2704, 2707,
 - 2708, 2709, 2710, 2711, 2712, 2800, 2901, 2902, 2905,
 - 2804, 2805, 2900, 3000, 3100, 3300, 3600, 3700, 3701,
 - 3600, 3800, 4000, 4100, 4200, 4300, 4301, 4400, 4600,
 - 4700, 4800, 4900, 4901, 4902, 4903, 5000, 5001, 5100,
 - 5200, 5300, 5301, 5302, 5303, 5304, 5400, 5401, 5402,
 - 5500, 5502, 5600, 5601, 5602, 5700, 5701, 5702, 5800,
 - 5900, 5900, 6001, 6002, 6100, 6200, 6300, 2501, 2502,
 - 2503, 2500, 3200, 2300, 8501, 2601, 2303, 2490, 2302,
 - 6500, 2600, 5401, 6700, 2401, 2400, 6400, 3300, 5900,

Assessment
CARTOGRAPHY
Taxation

PLOT DATE: June 01, 2007
FOR ASSESSMENT PURPOSES
ONLY - DO NOT RELY ON
FOR OTHER USE

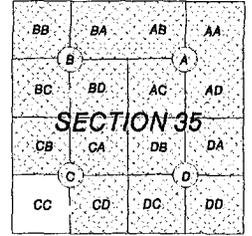
Map areas delineated by either gray shading or a cross-hatched pattern are for reference only and may not indicate the most current property boundaries. Please consult the appropriate map for the most current information.



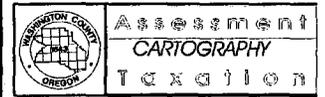
WASHINGTON COUNTY OREGON
SW 1/4 SW 1/4 SECTION 35 T11N R2W W.M.
SCALE 1" = 100'

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	16
24	19	20	21	22	23	24	19
25	30	29	28	27	26	25	30
36	31	32	33	34	35	36	31
6	5	4	3	2	1	6	

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



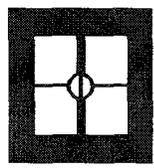
Cancelled Taxlots For: 1N235CC
110,400,120,500,300,130,301,1000,501,800,8000,
200,201.



PLOT DATE: April 18, 2008
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.

CITY OF HILLSBORO



Public Works Department, Engineering Division

Date: July 1, 2008

To: Mayor and City Council

From: Tom Arnold, Project Manager

Subject: Transportation Utility Fee Program

On June 17, 2008 a public hearing was held to consider the adoption of a transportation utility program for the purpose of collecting a monthly fee from residents and businesses, located within City boundaries, to fund the maintenance and capital improvement programs of the transportation system in the City of Hillsboro.

As a result, a unanimous motion was made to consider adopting a program at the regular meeting to be held on July 1, 2008. The preferred program will fully fund the street maintenance program by supplementing existing gas tax and Oregon Transportation Investment Act (OTIA) revenues and will fund local roadway improvements to provide safe passage for pedestrians and bicyclists along substandard roadways.

An ordinance is provided for your consideration which upon adoption will amend the Hillsboro Municipal Code, Title 3 to add a new chapter 3.40, "Transportation Utility Program".

ORDINANCE NO. _____

**AN ORDINANCE AMENDING HILLSBORO MUNICIPAL
CODE TITLE 3 TO ADD A NEW CHAPTER ADOPTING
A TRANSPORTATION UTILITY FEE**

WHEREAS, the condition of the City of Hillsboro's street network has been declining as demonstrated annually by engineering analysis;

WHEREAS, regular maintenance of streets is cost-effective for the City and for citizens because deteriorated streets are expensive to repair and maintain and cause increased wear on vehicles and increased safety hazards to the public;

WHEREAS, it is the responsibility of the City of Hillsboro to ensure safe passage for its citizens on public right-of-way falling within its jurisdiction;

WHEREAS, a key community issue identified from the Hillsboro 2020 Vision and Action Plan is to "Complete an integrated system of sidewalks and bike paths to serve the community, improving neighborhood connections, recreation options and safety; and

WHEREAS, a well maintained street network enhances the livability and economic vitality of the community;

WHEREAS, revenues from existing sources, including the State Motor Fuel Tax and the Oregon Transportation Investment Act, are not adequate to maintain the City of Hillsboro's street network to meet these standards;

WHEREAS, it is the intent of the City Council to create a utility with all lawful powers to plan, manage, construct, maintain, use and, where necessary, alter the transportation system in the City of Hillsboro, create a funding mechanism that provides the resources necessary to carry out the objectives of a Transportation Utility Program, equitable for all citizens in the City of Hillsboro;

WHEREAS, all citizens in the City of Hillsboro will be served by the program and receive the long-term benefits of such service; and

WHEREAS, the Hillsboro City Council held a public hearing on June 17, 2008 regarding the adoption of a Transportation Utility Program

NOW THEREFORE THE CITY OF HILLSBORO ORDAINS AS FOLLOWS:

Section 1. A new chapter adopting a Transportation Utility Fee is added to and made a part of Title 3, Revenue and Taxation, of the Hillsboro Municipal Code as set forth in Exhibit A to this ordinance.

Section 2. This Transportation Utility Fee established by this ordinance is imposed and will be collected beginning March 1, 2009.

Section 3. This ordinance takes effect 30 days from and after its passage and approval by the Mayor.

Passed by the City Council this 1st day of July, 2008.

Approved by the Mayor this 1st day of July, 2008.

Mayor

ATTEST: _____

City Recorder

Transportation Utility Fee
Article 3.40

Sections:

3.40.010	Transportation Utility Fee
3.40.020	Classification
3.40.030	Definitions
3.40.040	Delegation
3.40.050	Transportation Fund
3.40.060	Fee Imposed
3.40.070	Fee Determination
3.40.080	Billing and Collection
3.40.090	Enforcement and Penalties
3.40.100	Waiver of Fees
3.40.110	Administration
3.40.120	Appeals
3.40.130	Mixed Use and Related Properties
3.40.140	Implementation Rules
3.40.150	Inspection of Developments

3.40.010 Transportation Utility Fee

A Transportation Utility Fee (TUF) is created to plan, manage, construct, preserve, maintain and, where necessary, alter the transportation system in the City of Hillsboro. This includes patching, sealing, and reconstructing public streets, repairing sidewalks, maintenance and repair of public bike paths, landscape enhancements along the rights-of-way, street tree replacement, maintenance of safety and operational equipment, and paying the operating cost of street lights.

3.40.020 Classification

The TUF is a fee based on the direct and indirect use of or benefit derived from the use of public transportation facilities. The fee is not a property tax and is not subject to the limitations of Article XI, Section 11 of the Oregon Constitution.

3.40.030 Definitions

As used in this chapter, the following means:

- (1) Manager – The City Manager or person designated or appointed by the City Manager to perform functions or tasks under this chapter.
- (2) City street or street – A public street or right-of-way within the City that is subject to the authority or control of the City.
- (3) Developed property or developed use – A parcel or lot of real property on which an improvement exists or has been constructed. Improvement on developed property includes, but is not limited to, buildings, parking lots, landscaping and outside storage.

Exhibit A

- (4) Gross square footage – The calculation of the area of all structures located on a parcel or lot, measured along the exterior walls of the structures. This includes enclosed courtyards and stairwells, but does not include fences and parking areas that are not enclosed within a structure.
- (5) Multi-family residential property – Residential property with more than three separate living units or spaces, i.e. apartment complexes.
- (6) Non-residential – A business, commercial, industrial, institutional or nonprofit use of real property that is not used primarily for personal or domestic accommodation.
- (7) Mixed-use property – a developed property with separate utility accounts for the individual uses on the property or where condominium ownership establishes common and separate ownership with the same parcel.
- (8) Residential property – A use of real property primarily for personal or domestic accommodation, including single family, multi-family residential property and group homes, but not including hotels and motels.
- (9) Single family residential – Residential real property including single family detached homes, duplexes and triplexes.
- (10) Trip generation – The average number of daily vehicle trips, as determined by reference to the most recently published edition of the manual, *Trip Generation*, published by the Institute of Transportation Engineers (ITE) (ITE Manual).
- (11) Use category or category of use – The Code number and resulting trip generation estimate determined with reference to the ITE Manual, and applicable to a developed property.

3.40.040 Delegation

The Manger will work with the Transportation Committee to establish the consideration and assignment of categories of use subject to appeal to the Council. The Manger will develop and maintain maintenance programs for the maintenance of City transportation facilities and capital improvement programs to upgrade substandard facilities to current engineering standards for the safety and welfare of the community and, subject to City Budget Committee review and Council approval, the allocation and expenditure of budget resources for transportation facility improvement, maintenance and street lighting. The Manager is responsible for the collection of fees under this chapter.

3.40.050 Transportation Fund

- (1) All funds collected under this chapter will be deposited into the City Transportation Fund. The TUF collected under this chapter, including fees carried over from prior years and investment earnings from the fees will be used to operate and administer the City transportation facility maintenance and capital improvement programs. This program will patch, seal, overlay and/or reconstruct public streets, repair sidewalks, maintain and repair bike paths, landscape along the rights-of-way, replace street trees, maintain safety and operational equipment, and pay for lighting City streets. The TUF paid and collected are reasonably related to the cost of providing these services. If the TUF collected are insufficient for these purposes, the Council may allocate other non-dedicated City funds to pay such costs. The Council may direct reimbursement from the Transportation Fund if additional fees are collected. All amounts in the Transportation Fund may be invested in

accordance with state law. Earnings from such investments will be also credited to the Transportation Fund.

- (2) The administration, maintenance and operations expenditures from the Transportation Fund need not relate to the real property from which the TUF is collected. The TUF may not be used for other City purposes, except to pay for an equitable share of City accounting, management and other administrative costs that relate to operation of the transportation utility fee program. Otherwise TUF revenues will be used solely to pay for the cost of operation, administration, maintenance, repair, improvement, renewal, replacement and reconstruction of City transportation facilities.
- (3) Revenues received for transportation facility operation, maintenance and preservation will be used solely for such purposes.

3.40.060 Fee Imposed

- (1) A Transportation Utility Fee is imposed upon the owners of all developed property within the City. This fee is based on the direct and indirect use of or benefit derived from the use of public transportation facilities. This includes special damage assessment fees that may be imposed on property owners for specific activities and uses of property that result in extraordinary wear and tear or structural damage to a City transportation facility.
- (2) The TUF may be paid by the owner, occupant or anyone designated by the owner or occupant provided that person is listed as the responsible party on the City utility accounts system.

3.40.070 Fee Determination

- (1) The TUF will be calculated as a monthly service charge and collected from owners or occupants of developed property in a manner similar to the collection of City water or sewer fees. Fees need not be invoiced monthly but will not be invoiced for intervals longer than three months.
- (2) The amount of the TUF will be determined by the City Transportation Committee and approved by Council resolution. The TUF may be modified annually based on one or more of the following factors.
 - a. Cost of Service Adjustment – a rate adjustment reflecting a change in the annual amount of revenue required to maintain the City transportation facilities defined by this chapter net of other City revenue that may be pledged for that purpose;
 - b. Inflationary Index Adjustment – a rate adjustment reflecting the annual changes in the cost of labor, materials, and other services linked to changes to broader economic conditions as measured by the Oregon Department of Transportation Four-Quarter Moving Average Construction Cost Index.
- (3) The annual adjustment to the TUF determined by Section 3.40.070(2) will not be automatic or pre-determined. The Transportation Committee will review the TUF program annually for goals, accomplishments, adequacy of collected revenue and the availability of other revenue sources to determine and recommend any modification to the amount of TUF collected.

Exhibit A

(4) Monthly service fees will be established for the following types and classes of developed property:

a. Residential – developed uses whose primary purpose is domestic shelter excluding hotels, motels, and other commercial establishments that provide temporary shelter.

i) Single Family - includes developed property with one, two, or three separate residences. A mobile or modular home located on a developed property, whether alone or with one other dwelling, is considered a single family dwelling. Each dwelling unit is subject to the TUF for this class. An accessory dwelling is not considered a single family dwelling.

ii) Multi-family – includes developed property with four or more attached dwellings, condominiums, and town homes, and mobile homes in parks as defined in ORS 446.003. Also includes accessory dwelling units. Each dwelling is subject to the TUF for this class.

iii) Group-quarter housing – included developed property is a nursing home, adult foster care home, assisted living facility, college dormitory, and other structures that provide shelter for persons living in group quarters. Accounts in this group may be assessed a fee based using an average residential trip rate applied to the trip characteristics for the particular group quarter housing use (i.e. on a residential equivalency basis).

b. Non-Residential developed properties:

i) Group 1 – those that generate fewer than seven average daily trips per 1000 gross square feet of developed area.

ii) Group 2 – those that generate between seven and 20 average daily trips per 1000 gross square feet of developed area.

iii) Group 3 – those that generate between 21 and 52 average daily trips per 1000 gross square feet of developed area.

iv) Group 4 – those that generate between 53 and 150 average daily trips per 1000 gross square feet of developed area.

v) Group 5 – those generate between 151 and 400 average daily trips per 1000 gross square feet of developed area.

vi) Group 6 – those that generate more than 400 average daily trips per 1000 gross square feet of developed area.

vii) Group 7 – others with trip generating characteristics that either are not documented in the ITE Manual or have special circumstances that merit separate fee calculation. Examples include gas stations, hospitals, universities, churches, transit centers, fairgrounds, and aviation facilities.

(5) The amount of the TUF for the various types and groups of developed properties will be based on on the distribution of traffic volumes estimated in the latest version of the Metro Travel Demand Forecast Model.

Exhibit A

(6) Periodically, the City will re-evaluate the allocation of costs to for developed property classes and the related rate structure to ensure transportation utility costs are fairly apportioned. A fee examination will take place at least once every five years.

3.40.080 Billing and Collection

(1) The TUF will be billed and collected with monthly water and sewer bills for developed properties using City water and sewer, and billed and collected separately for developed properties not utilizing City water and sewer.

- a. For a developed residential property occupied by the owner and subject to water and sewer utility charges, the TUF bill will be sent to the property owner.
- b. For a developed residential property not occupied by the owner, the TUF will be billed to the same person(s) as the bill for water and sewer charges.
- c. For a developed non-residential property that is subject to water and sewer utility charges, a common TUF bill will be sent to the same person(s) as the bill for water and sewer charges. See subsection 3.40.140 for special billing procedures related to mixed use properties for exceptions to this rule.
- d. For a developed residential or non-residential property that is not subject to water and sewer utility charges, the TUF bill will be sent to the property owner.
- e. If a tenant in possession of any developed property pays the fee, the payment relieves the owner from that obligation. However, the City will not look to any person other than the property owner for the payment of the TUF.
- f. All TUF bills become due and payable upon receipt.

(2) If payments received from City utility billings are inadequate to satisfy in-full all of the water, sanitary sewer, storm sewer and TUF balances, credit will be applied proportionately between funds, unless directed otherwise by the Manager.

3.40.090 Enforcement and Penalties

(1) If payments received from City utility billings are inadequate to satisfy all of the water, sanitary and storm sewer and TUF, the City may discontinue those utility services. The City may discontinue services beginning with water service when a utility account balance is outstanding, and not restore water service until the outstanding balance is paid in full.

(2) In addition to any other remedy available to the City, violation of any provision of this chapter is subject to a civil fine of not more than \$1,000 per violation. Each day after an account subject to TUF remains delinquent constitutes a separate violation.

3.40.100 Waiver of Fees

(1) When any developed property within the City becomes vacant, totally unoccupied or unused and water service remains in effect, upon written application of the property owner, the TUF will be billed at the lowest rate upon the approval of the Manager.

Exhibit A

- (2) When any developed property within the City becomes vacant, totally unoccupied, or unused and water service is discontinued, upon written application of the property owner, the TUF will not be billed if outstanding water, sanitary sewer, storm sewer and transportation utility fee charges have been paid in full.
- (3) The Manager is authorized to investigate any developed property for which a fee reduction or waiver application is submitted to verify any of the information contained in the application. The Manager is also authorized to develop and use a standard form of application for fee reduction or waiver. The form will provide space for verification of the information and the person signing the form must affirm under penalty perjury the accuracy of the information provided.
- (4) For purposes of this section, "vacancy" means that an entire developed property or building unit has become vacant or continuously unoccupied for at least 30 days, not that a portion of a developed property without separate water meters has become vacant or unoccupied.
- (5) TUF will be reduced or waived under this section only while the developed property remains vacant. The property owner applying for waiver or reduction of TUF must give notice to the City within five days of the premises being occupied, partially occupied or used, regardless of whether water service is restored. The City may charge any developed property with the appropriate TUF, including charges for prior billing periods, upon determining by any means that the developed property did not qualify for waiver or reduction. The decision of the Manager under this section is final.
- (6) The principal residence of a person may qualify for a special user rate if the person meets income criteria set by Council.
- (7) Any person desiring a transportation rate hardship waiver must submit an application on City forms. Persons requesting transportation rate hardship waiver must make an annual written application for rate waivers and certify they meet the income criteria.
- (8) The amount of transportation utility hardship waivers will be set by Council resolution.

3.40.110 Fee Credits

- (1) Any business, institution or non-profit customer that has a trip reduction program for its employees is eligible for a TUF credit. The credit will be prorated for the type and degree of the program for up to a maximum of 30% as set by Council resolution.
- (2) The principal residence of a person may qualify for a special user rate if the person meets credit criteria set by Council resolution.
- (3) Any person, business, institution or non-profit customer desiring to receive a TUF credit must submit an application on City forms. Persons requesting a TUF credit must make an annual written application for rate credits and certify they meet the credit criteria.

3.40.120 Administration

- (1) The Manager is delegated authority to interpret all terms, provisions and requirements of this chapter and determine the appropriate TUF. A property owner desiring an interpretation or other examination of the TUF must submit a written

Exhibit A

application to the Manager. The application must provide sufficient detail to allow an interpretation. The Manager may require additional information, including an engineering study prepared by a licensed professional engineer using ITE Manual methodology.

- (2) Within 30 days of the submission of an application with the required information, the Manager will make a final decision on the application. The decision will be written and include findings of fact and conclusions based upon applicable criteria. A copy of the decision will be mailed to the applicant. The City will maintain a collection of all decisions. Except as provided under subsection (3) below, decisions of the Manager are final.
- (3) If a Manager decision affects the category of the developed property for which an interpretation is requested, the City will assign a new category. An appropriate TUF category will be assigned and applied to the developed property. No back charges or refunds will be made. The decision of the Manager under this subsection may be appealed to the Council in accordance with section 3.40.120.

3.40.130 Appeal

- (1) Any property owner who disputes any interpretation by the Manager regarding the category assigned to owner's developed property may appeal that interpretation under this section. The appeal will be denied unless it is made within the time allowed and follows the process provided by this section. Except in cases of hardship as determined by the Council, appeals that result in changes in the TUF become effective with the next billing cycle.
- (2) A property owner who disputes the assigned category may submit a written appeal to the Manager within 10 days from the date of the Manager decision, and must include the filing fee set by Council resolution. The appeal must specify the basis for disagreeing with the Manager decision and include an engineering study prepared by a licensed professional engineer using ITE Manual methodology, excepting that the pass-by and diverted trip analyses do not apply to this TUF program. Appeals are limited to the facts relating to the developed property improvements and area, traffic generations rates and other factors material to the calculation of the TUF.
- (3) The Manager will place the appeal on a Council meeting agenda and provide the property owner appellant with at least 10 days written notice of the meeting at which the appeal will be heard. The Council will conduct a hearing and determine whether there is substantial evidence in the record to support the decision of the Manager. The Council may continue the hearing to gather additional information. The Council will make a tentative oral decision and later adopt a final written decision with appropriate findings. The decision of the Council will be limited to whether the subject developed property has been assigned to the appropriate category. The Council may determine that a different category should be assigned, but there will be no refund of TUF previously paid. If the Council decision results in a change in category, the appeal filing fee will be refunded. All Council decisions are final.

3.40.140 Mixed Use & Related Properties

Exhibit A

- (1) Special standards may apply for determining the appropriate customer category where developed properties share or utilize common transportation facilities, such as walkways, driveways or parking areas. Except as provided in this section, no TUF will be apportioned among mixed uses or related developments or combinations of mixed uses and related developments.
- (2) Mixed uses within a single developed property and related improvements will not have the TUF bill apportioned unless there are separate water meters and sewer services for the separate uses. Although these standards generally apply to nonresidential uses, they also will be used to determine the appropriate customer category in properties with mixed uses of residential and nonresidential developments. The City will provide assistance to property owners to help them determine an equitable manner for apportioning the fee to tenants.
- (3) The following procedure may be used to apportion TUF fees within mixed use properties that have separate water meters and sewer services for the separate uses:
 - (a) Residential uses – Each equivalent residential unit will be assessed a TUF in accordance with the applicable residential rate for that unit.
 - (b) Non-residential uses – For developed properties with at least one common boundary where the uses would be assigned separate categories if the uses did not share common driveways, walkways or parking areas, and where the property design reduces the number of trip destinations that normally would be assigned to that use, a combined TUF may be established. Related properties may have more than a single water meter and sewer utility service and the combined TUF will be apportioned by the Manager between uses as follows:
 - i) Establish a collective trip assignment for the mixed uses based on the lowest applicable trip generation factors that could be applied to the subject properties. The assignment may include individual trip calculations for some uses and combined trip calculations for other uses.
 - ii) Establish the appropriate customer category and related cost per trip rate for that category and apply that rate to the collective trip assignment. a recommended allocation of the total trip
 - iii) Establish an allocation of the combined fee amount to the water meter/sewer accounts that serve the collective properties using one or more of the following methods:
 - a. Building area square footage;
 - b. ITE manual daily trip generation factors;
 - c. Internal traffic counts;
 - d. Other factors deemed suitable for apportioning the fee commensurate with a use.

3.40.150 Implementation Rules

- (1) The following rules apply to the application of this chapter and the TUF:
 - (c) City-owned parking lots not associated with public services other than parking are not subject to the TUF as they do not themselves generate traffic.

Exhibit A

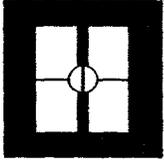
- (d) Parking lots owned and operated by TriMet for mass transit passengers, such as "Park and Ride", are not subject to the TUF as they reduce overall trip generation through the use of public transportation.
 - (e) Publicly owned park land, open spaces and greenways are not subject to the TUF unless there is public off-street parking for users.
 - (f) Areas used for commercial farming or forestry operations are subject to the TUF according to the predominant use of any structures on the site. Where a site is used exclusively for farming or forestry and not for residential or commercial uses, the property is not subject to the TUF. Where there is more than one developed property on the site, the category will be determined based on the use on the property for the longest portion of a calendar year. Where more than one use is made of a farming or forestry site and two or more uses predominate, then each use will be reviewed and a combination of the uses will determine the TUF.
 - (g) Railroad and public rights-of-way are not subject to the TUF.
 - (h) Railroad property containing structures, such as maintenance areas, non-rolling storage areas and property used for the transfer of rail transported goods to non-rail transport are subject to the TUF.
 - (i) Categories within the ITE Manual will be determined by reference to weekday average trip generation rates.
 - (j) For nonresidential developed properties with an ITE Manual analysis by acreage rather than square footage, the Manager will convert the ITE Manual trip generation rates to a square footage calculation and assign the appropriate TUF. If conversion to a square footage calculation is not practical, then the Manager may assign a special trip generation rate for that developed property.
 - (k) Developed property structure area will be multiplied by the number of stories, designed for development use.
 - (l) The TUF applies to all developed property, including developed property owned by local, state, federal governments, and to all developed properties that are not subject to ad valorem property tax levies.
 - (m) The TUF is due and payable from and after the date when the developed property is connected to the public water or sanitary sewer system.
 - (l) A developed property that undergoes a change in use must continue to pay the existing TUF. After receiving information about the change in use, the Manager may determine that a different category applies to the developed property. Thereafter, the City will charge and collect the TUF that applies to the revised designation. The City will charge and collect the TUF in accordance with correct information concerning developed properties.
- (2) The Manager will review the operation of this chapter and make appropriate recommendations for amendments to this chapter or the adoption of administrative rules by Council resolution. Administrative rules may provide guidance to property owners concerning the application and interpretation of the terms of this chapter. Rules adopted by the Council will have full force and effect, unless clearly inconsistent with this chapter.

3.40.160 Inspection of Developments

City of Hillsboro Ordinance No. _____

Exhibit A

The Manager is authorized to enter upon private property for purposes of conducting any studies or collecting information bearing upon the determination of appropriate TUF under this chapter.



CITY OF HILLSBORO
Parks & Recreation

MEMORANDUM

DATE: June 24, 2008
TO: City Council
FROM: Kevin Smith, Development Manager
SUBJECT: Consider adopting a resolution in support of development of the Council Creek Trail

REQUEST

The City Council is asked to consider a Parks & Recreation Commission recommendation to adopt a resolution in support of development of the Council Creek regional trail from Hillsboro to the City of Banks.

BACKGROUND

Parks Department staff has been working with a variety of other jurisdictions, including Metro, Washington County and the Cities of Cornelius, Forest Grove and Banks, on evaluating potential alternatives to fund development of the Council Creek Regional Trail. Conceptually, this trail would begin at the Hatfield Light Rail Station in Downtown Hillsboro and extend west along the railroad alignment to Dairy Creek and then further on to the communities of Cornelius, Forest Grove and Banks where it would connect to the existing Banks-Vernonia Trail. The attached map shows the general alignment of the trail. When completed the Council Creek Trail would extend approximately 15 miles and is envisioned to be part of the "Pathway to the Pacific" Trail connecting the Portland Metropolitan Area to the Oregon Coast.

To demonstrate support of Metro's Connecting Green initiative (a region-wide project to identify funding sources for the metropolitan's pedestrian needs) the City has been asked to pass a resolution in support of this particular project and its inclusion in the funding strategy.

Currently, the City of Forest Grove is taking the lead on applying for a Metropolitan Transportation Improvement Project (MTIP) Grant to fund the initial feasibility and design study which would be used to identify alignment, needed rights-of-way and

provide an estimated project cost. If passed, this resolution would be used to demonstrate the City's support for this particular project.

At their regular meeting on June 24, 2008, the Parks & Recreation Commission voted unanimously to forward a recommendation to the City Council to adopt a resolution in support of development of the Council Creek Trail.

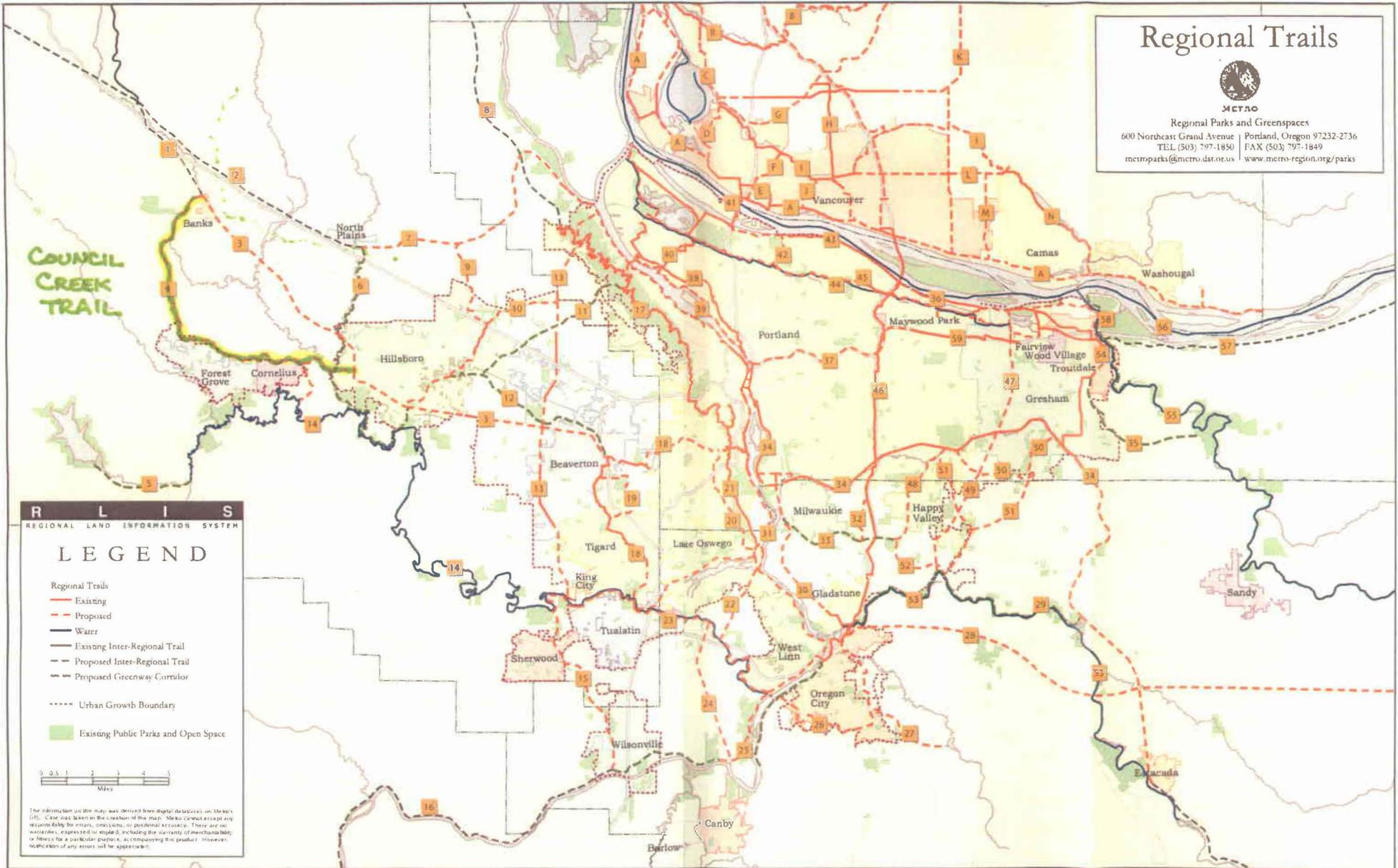
RECOMMENDATION

Based on the Parks & Recreation Commission recommendation, staff respectfully requests that the City Council to adopt a resolution in support of development of the Council Creek Trail.

Regional Trails



Regional Parks and Greenspaces
 600 Northeast Grand Avenue Portland, Oregon 97232-2736
 TEL (503) 797-1850 FAX (503) 797-1849
 metro.parks@metro.dst.or.us www.metro-region.org/parks



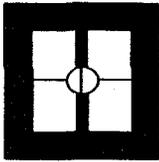
R L I S
 REGIONAL LAND INFORMATION SYSTEM

LEGEND

- Regional Trails
 - Existing
 - - - Proposed
- Water
 - Existing Inter-Regional Trail
 - - - Proposed Inter-Regional Trail
 - - - Proposed Greenway Corridor
- Urban Growth Boundary
- Existing Public Parks and Open Space

0 0.5 1 2 3 4 5
 Miles

The information on this map was derived from digital databases on Metro's GIS. Care was taken in the creation of the map. Metro cannot accept any responsibility for errors, omissions, or positional accuracy. There are no warranties, expressed or implied, including the warranty of merchantability or fitness for a particular purpose, accompanying this product. However, notification of any errors will be appreciated.



MEMORANDUM

DATE: June 17, 2008

TO: City Council

FROM: Erik Eriksen, Parks and Recreation Sr. Facilities Manager

RE: Consideration of Authorizing the Mayor and City Recorder to Execute Request for Consent to Proposed Sublease of Cell Tower.

REQUEST

City Council is asked to consider a Parks and Recreation Commission recommendation to authorize the Mayor and City Recorder to execute a request for consent of a proposed sublease under the current lease agreement with American Tower Corporation.

BACKGROUND

On October 17, 1995, the City entered into a lease agreement with Interstate Mobilephone Company, a Washington general partnership dba ATT Wireless for a cell tower site located on city property near Tanasbourne Corporate Center and adjacent to the Rock Creek Trail at Hwy 26.

On November 17, 1998, ATT wireless assigned all of their right, title and interest in the lease agreement to Omni America Development Corporation. On February 25, 1999 Omni America Corporation merged with American Tower Corporation.

American Tower Corporation is requesting consent to a proposed sublease between Clearwire and American Tower at the leased cell tower site. In accordance with the lease, the tenant must obtain the landlord's consent, which will not be unreasonably withheld or delayed prior to the sublease being effective. The sublease will not relieve the tenant of future performance, liabilities and obligations under the lease.

Staff has evaluated American Tower Corporation's request and found that there would be no adverse impact from consenting to this proposed sublease.

RECOMMENDATION

On April 22, 2008, the Hillsboro Parks and Recreation Commission approved a recommendation that the City Council authorize the Mayor and City Recorder to execute the request for consent to the proposed sublease under the current lease agreement with American Tower Corporation.

LETTER OF AUTHORIZATION

SITE NO: 75697

SITE NAME: ROCK CREEK OR

ADDRESS: NW Evergreen Parkway
Hillsboro, OR 97124

APN:

I, _____ owner of the property located at the address identified above, do hereby authorize American Tower*, Clearwire LLC, its successors and assigns, ("Clearwire") and/or its agent, to act as my non-exclusive agent for the sole purpose of filing and consummating any land-use or building permit application(s) necessary to obtain approval of the applicable jurisdiction for Clearwire's installation of its antennas and related telecommunications equipment on the existing tower and property identified above. This installation shall not affect adjoining lands and will occur only within the area leased by American Tower*.

I understand that this application may be denied, modified or approved with conditions. The above authorization is limited to the acceptance by Clearwire only of conditions related to Clearwire's installation, provided that any such conditions of approval or modifications will be the sole responsibility of Clearwire.

The above authorization does not permit Clearwire to modify or alter any existing permit(s) and/or zoning or land-use conditions or impose any additional conditions unrelated to Clearwire's installation of telecommunications equipment without the prior written approval of the property owner.

Signature: _____

Print Name: _____

NOTARY BLOCK

State of _____
County of _____

This instrument was acknowledged before me by _____ (Landowner), personally known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same.

WITNESS my hand and official seal, this ____ day of _____, 2008.

NOTARY SEAL

Notary Public _____
My Commission Expires: _____

* American Tower as used herein is defined as American Towers, Inc. and any of its affiliates or subsidiaries.

April 10, 2008

City of Hillsboro
Attn: Real Estate Manager
150 E. Main Street
Hillsboro, OR 97123

RE: American Tower *
Clearwire at ROCK CREEK OR; 75697; 418552
Request for consent to sublease

Dear Property Owner:

The purpose of this letter is to request your consent to a proposed sublease between **Clearwire LLC**, its successors, assigns, parents, affiliates and subsidiaries ("Clearwire"), and **American Tower** at the communications tower located on your property. American Tower will continue to be responsible for performance of all obligations under the lease with you. American Tower's sublease with Clearwire requires Clearwire to abide by the provisions of the lease between American Tower and The City, including, but not limited to those related to permitted uses, utilities, access and environmental laws.

Please acknowledge your approval to this installation by signing and dating the two (2) enclosed originals as provided in the space below and returning one immediately. Please keep the other original for your records. If you have any questions, please do not hesitate to call me at 781-926-4901.

Thank you for your attention to this matter.

Sincerely,

Rebekah L. Vieira
Attorney, Land Management
American Tower Corporation

I acknowledge and agree to a sublease between Clearwire, its successors, assigns, parents, affiliates and subsidiaries, and American Tower at the aforereferenced communications tower. This consent shall apply to any and all approvals and notices related to the sublease of Clearwire, its successors, assigns, parents, affiliates and subsidiaries, at the tower site including, but not limited to, notice of construction, construction approvals and approval of the sublease.

WITNESS

NAME

DATE

*American Tower as used herein is defined as American Towers, Inc. and any of its affiliates or subsidiaries.

RESOLUTION NO. _____

**A RESOLUTION CALLING FOR AN ELECTION IN THE CITY OF HILLSBORO
ON NOVEMBER 4, 2008 TO SUBMIT A PARK & RECREATION BOND
MEASURE TO CITY VOTERS**

WHEREAS, land was acquired for a community park in central Hillsboro near 53rd Avenue, and

WHEREAS, a Task Force was created to develop a master plan for the future park site, and

WHEREAS, extensive public involvement was undertaken to understand resident desires for the park site, and

WHEREAS, a master plan was completed for the 53rd Avenue Community Park in 2005, and

WHEREAS, a major component of the master plan was future construction of an indoor recreation center on the site, and

WHEREAS, the Mayor appointed Task Force worked to finalize the design and anticipated cost of the indoor recreation center in 2007 and 2008, and

WHEREAS, the Task Force recommended taking the necessary steps to move forward on the indoor recreation center and other needed park improvements, and

WHEREAS, it was determined a bond measure would be needed to help fund the design and construction of the park improvements, and

WHEREAS, on June 10, 2008 the City of Hillsboro Parks and Recreation Commission forwarded a recommendation to City Council to place a bond measure on the November 2008 ballot to fund the indoor recreation center and other park improvements.

WHEREAS, the Hillsboro City Council held a public hearing on the proposed general obligation bond measure as recommended by the Parks and Recreation Commission, and

WHEREAS, The Hillsboro City Council finds that it is in the best interests of the City to submit the recommended \$44.5 million park and recreation general obligation bond measure to the voters of the City of Hillsboro for their approval or rejection.

NOW, THEREFORE, THE CITY OF HILLSBORO RESOLVES AS FOLLOWS:

Section 1. An election is called for the City of Hillsboro, Washington County, Oregon to submit to City voters a \$44.5 million park and recreation general obligation bond measure.

Section 2. November 4, 2008 is set as the date for holding the election for voting on this measure.

Section 3. The election will be conducted by the Washington County Elections Department.

Section 4. The precincts for this election will include all of the territory within the corporate limits of the City of Hillsboro.

Section 5. The ballot title will read as follows:

CAPTION

Parks and Recreation General Obligation Bonds

QUESTION

Shall City of Hillsboro sell general obligation bonds up to \$44.5 million to build recreation center and improve parks? If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

SUMMARY

This measure would grant City authority to sell general obligation bonds up to \$44.5 million. City would use bond proceeds to build an indoor recreation center and make park improvements. Recreation center is estimated to cost \$39.5 million. Center would contain about 121,000 square feet at 53rd Avenue Community Park. It would include leisure pool, children's playground, rock climbing wall, indoor soccer field, two basketball courts, fitness space, walking/jogging track, four tennis courts, wellness center, locker rooms and community rooms. Other park improvements are estimated at about \$5 million. Improvements would be constructed at Turner Creek Park, Drake Lane Nature Park, Jackson Bottom Wetlands Preserve, McKinney Park, Hamby Park, Frances Street Park and the Hillsboro Pioneer Cemetery. Proposed tax is estimated at rate of \$0.41 per \$1,000 of assessed value in the first year. The additional tax for an average Hillsboro home would be about \$68 per year. The tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

Section 6. The Mayor is authorized to sign and the City Recorder is authorized to submit an impartial explanatory statement for the Washington County voters' pamphlet on behalf of the City.

Section 7. The City Elections Officer will publish the ballot title as provided by state law.

Section 8. The City Recorder will advertise and post the required Notice of the Election, attached hereto as Exhibit A, as required by the current City Charter.

Section 9. This resolution takes effect upon its adoption by the City Council and signature by the Mayor.

Introduced and passed by the Council this 1st day of July, 2008.

Approved by the Mayor this 1st day of July, 2008.

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

Mayor

ATTEST: _____
City Recorder

Notice of City Measure Election

SEL 802

rev 1/08: ORS 250.035, 250.041,
250.275, 250.285, 254.095, 254.465

Name of City Hillsboro

Notice is hereby given on July 2, 2008, that a measure election will be held in

name of county or counties Washington County, Oregon on *date of election* November 4, 2008.

The following shall be the ballot title of the measure to be submitted to the county's voters on this date: November 4, 2008.

CAPTION *10 words*

Parks and Recreation General Obligation Bonds

QUESTION *20 words*

Shall City of Hillsboro sell general obligation bonds up to \$44.5 million to build recreation center and improve parks? If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

SUMMARY *175 words*

This measure would grant City authority to sell general obligation bonds up to \$44.5 million. City would use bond proceeds to build an indoor recreation center and make park improvements. Recreation center is estimated to cost \$39.5 million. Center would contain about 121,000 square feet at 53rd Avenue Community Park. It would include leisure pool, children's playground, rock climbing wall, indoor soccer field, two basketball courts, fitness space, walking/jogging track, four tennis courts, wellness center, locker rooms and community rooms. Other park improvements are estimated at about \$5 million. Improvements would be constructed at Turner Creek Park, Drake Lane Nature Park, Jackson Bottom Wetlands Preserve, McKinney Park, Hamby Park, Frances Street Park and the Hillsboro Pioneer Cemetery. Proposed tax is estimated at rate of \$0.41 per \$1,000 of assessed value in the first year. The additional tax for an average Hillsboro home would be about \$68 per year. The tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of the estimate.

↓ **signature**

The following authorized city official hereby certifies the above ballot title is true and complete, which includes completion of the ballot title challenge process.

signature of authorized city official *not required to be notarized*

date signed *mm/dd/yy*

Amber Ames
printed name of authorized city official

City Recorder
title

RESOLUTION NO. 2262

A RESOLUTION ACCEPTING THE FINDINGS AND RECOMMENDATIONS OF THE FAIRGROUNDS REVITALIZATION TASK FORCE AND ENDORSING STEPS TO BE TAKEN TO HELP IMPLEMENT THE RECOMMENDATIONS

WHEREAS, in March 2007, the Washington County Commission, in cooperation with the City of Hillsboro, appointed the Fairgrounds Revitalization Task Force (the "Task Force"), a 15-member committee representing a broad range of interests from throughout Washington County, to develop recommendations on how to revitalize the fairgrounds property; and

WHEREAS, the Task Force held numerous public meetings to receive technical presentations on proposals to revitalize the fairgrounds and public testimony on the proposals; and

WHEREAS, an extensive public outreach program was undertaken to provide information on the proposals to the community and business groups and to receive input from these groups and individuals via a project website providing to the public all information reviewed by the Task Force, a speakers bureau implemented by members of the Task Force, and a broad array of methods allowing public comments to be provided to the Task Force on an on-going basis; and

WHEREAS, based on the technical information and public comments received, the Task Force prepared a multi-phase concept plan for revitalizing the Fairgrounds site that includes constructing a modern exhibit hall, pavilion, Grant Street extension, transit-oriented plaza, parking, park features, and other improvements used for consumer and trade shows, festivals, community events, and the County Fair; and

WHEREAS, the Task Force also prepared a financial strategy and set of actions to implement the revitalization plan, which in part calls for a Washington County General Obligation Bond to help pay for the first phase of improvements, and for the City to pay the costs of the Grant Street extension and plaza and to help secure a bond to be repaid with project revenues; and

WHEREAS, on May 21, 2008 the Task Force approved and issued its Findings and Recommendations to the County, City, and Fair Board, attached hereto as Exhibit A, for endorsement by each of the governing boards;

NOW, THEREFORE, THE CITY OF HILLSBORO RESOLVES AS FOLLOWS, that (a) the City Council accepts the findings and recommendations of the Task Force, (b) directs staff to help prepare and return to Council with a Memorandum of Understanding with the County and Fair Board to implement the recommendations of the Task Force, and (c) recommends that the Washington County Commission place on the ballot a general obligation bond to help fund the first phase improvements.

Introduced and passed by the Council this 1st day of July 2008.

Approved by the Mayor this 1st day of July 2008.

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

Mayor

ATTEST: _____
City Recorder

**FAIRGROUNDS REVITALIZATION
TASK FORCE**

FINDINGS AND RECOMMENDATIONS

Findings and Recommendations of the Fairgrounds Revitalization Task Force

To the Washington County Commission, Hillsboro City Council, Washington County Fair Board, and Citizens of Washington County:

This report presents the findings and recommendations of the Fairgrounds Revitalization Task Force. The Task Force recommends that this report, along with the outreach and comments reports, be reviewed and approved by the Washington County Fair Board, the City Council of Hillsboro, and Washington County Board of Commissioners.

Background

In March 2007, the Washington County Commission appointed the Fairgrounds Revitalization Task Force to develop recommendations on how to revitalize the fairgrounds property. The Task Force represented a broad range of interests from throughout Washington County:

- **Washington County Commission:** Chair Tom Brian, Task Force Co-Chair
- **City of Hillsboro:** Mayor Tom Hughes, Task Force Co-Chair
- **Fair Board:** W. Rafe Flagg [through 12-5-08 meeting]; Herb Hirst
- **Fair Boosters:** Dave Rohrer
- **Washington County Commission:** Andy Duyck
- **User Groups:** Alan Van Volkinburgh
- **Chamber of Commerce:** Deanna Palm
- **County Business Community:** Tino Ornelas
- **Convention and Visitors Businesses:** Terry Goldman
- **County Agriculture-Related Businesses:** Tad VanderZanden
- **Hillsboro Citizen Representative:** Jim Darr
- **Western County At-Large Citizen:** Bob Terry
- **Eastern County At-Large Citizen:** Jack Franklin
- **Northern County At-Large Citizen:** John Leeper
- **Southern County At-Large Citizen:** Delna Jones

The Task Force was charged with recommending a plan to:

- Revitalize the Washington County Fair Complex site to ensure its long term economic viability and service to the Washington County community
- Enhance the site to ensure its future viability to serve existing uses, including the annual county fair and related functions.

- Identify additional uses that foster the full utilization of the site for the benefit of all citizens in Washington County
- Identify principles for establishing an appropriate management structure for the Complex and stable funding for year-round activities.

The Task Force held nine public meetings, heard from financial consultants, architects/master planners, survey research firms, fair and exhibition facility specialists, undertook a county-wide public outreach program, and sought input from a series of users and potential users for the Fairgrounds complex. In shaping its recommendations, the Task Force sought public input from a broad range of interests from throughout Washington County by:

- Inviting the public to provide written materials prior to meetings that were distributed to Task Force members as part of the agenda packet.
- Providing public attendees with all written materials handed-out to the Task Force.
- Providing comment cards at all Task Force meetings and distributing all comments received to Task Force members.
- Providing time at all meetings for oral comments by public attendees.
- Maintaining a project web site that allowed public access to all documents and materials distributed to the Task Force, and an email address for comments that were distributed to the Task Force.
- Implementing a public speakers bureau, and a county-wide public outreach program.

The following sections outline the findings and recommendations of the Task Force that have resulted from these efforts. The proposed master plan specifications, phasing, costs, and revenues are conceptual and will be refined in future project development stages.

FINDINGS AND RECOMMENDATIONS

1. Master Plan at Build-Out (Figure 1)

- 1.1 The Fairgrounds is a valuable asset of the residents of Washington County that is currently underutilized but offers a unique opportunity to serve the exhibition and civic event needs of County residents. To realize this opportunity, the Fairgrounds must be redeveloped as a first-class event, exhibition, and community center.

INSERT FIGURE 1: MASTER PLAN

- 1.2 The Fairgrounds has long-served as the center of the County’s agricultural community by staging the County Fair, and serving 4-H, Future Farmers of America, Master Gardeners, and other educational, community, and organizational events. The redevelopment of the site should provide for these traditional uses.
- 1.3 The proposed Master Plan (Figure 1) creates a campus of venues and facilities that would serve the year-round needs of wide-range of County residents for exhibitions, consumer shows, fairs, festivals, trade shows, civic functions, and family entertainment. The primary elements and preliminarily estimated specifications, subject to refinement in future project development stages, called for by the Master Plan include:
 - 1.3.1 **Exhibit Halls:** A new, high-quality exhibition hall of about 120,000 square feet consisting of about 90,000 square feet of divisible, column-free flat-floor space, and related meeting, break-out, pre-function, and accessory spaces (Figure 2) This facility is designed to serve the needs of exhibitors, consumer and trade shows, the county fair, clubs, and civic groups, including middle/high school graduations and other attractive community events and or entertainment activities as they are identified in the future. In addition, the existing exhibit hall would be retained for small and secondary shows and events or office and meeting space for community organizations.
 - 1.3.2 **Pavilion:** A covered pavilion consisting of about 100,000 square foot (including support space), free of interior columns, supplementing the market served by the exhibit hall by providing for open-air events such as rodeos, concerts, theatrical events, farmer markets, and out-door exhibits and trade shows and supplement facilities for the annual county fair.
 - 1.3.3 **National Guard Facility:** An 11-acre site would be conveyed to the Oregon National Guard, which would construct a new armory of about 40,000 square feet, a 24,000 square foot field maintenance facility, and accessory facilities. The National Guard would entertain partnership opportunities that create synergies with the event center, such as incorporating administrative or other space in the new Armory for the City, County, or civic organizations, shared-use parking, and shared-use kitchen facilities. In addition, the armory would include training facilities that could be used by local law enforcement.
 - 1.3.4 **Future Development Site:** The master plan reserves about 15 acres east of NE 34th for a long-term use to be identified in the future that supports the objectives of the event center. Until a long-term use is identified, the site should be used for a compatible interim use.

INSERT FIGURE 2: RENDERING

- 1.3.5 **Parks and Recreational Areas:** Under the Master Plan, the existing ball fields and tennis courts would be retained, and an additional ball field constructed. A park would be constructed along Cornell Road to provide an active greenway for company picnics and park-goers. Over the long-term, this area can be used for the future development of performing arts theaters and other cultural venues. In addition, the Heritage Commons, the heart of the historic fairgrounds would be retained and enhanced, to be used by fairgoers and users of the exhibit halls.
- 1.4 Implementation of the Master Plan would:
- 1.4.1 Promote public events and festivals that reinforce the County’s role as a cultural and entertainment center capable of meeting the needs of County residents as well as drawing attendance and business from outside the County
 - 1.4.2 Promote a sense of community among residents of Washington County and strengthen the County’s role in the Metro region as a center for diverse educational, recreational, and civic programs
 - 1.4.3 Foster the burgeoning arts, crafts, entertainment, and tourist industry in the County by providing venues for events and shows
 - 1.4.4 Provide additional opportunities for civic groups and non-profits to hold events, raise funds and offer life-long learning experiences, with a particular emphasis on youth.
 - 1.4.5 Preserve Washington County’s agricultural heritage by providing a quality venue for the County Fair, 4-H and other events that support and promote the County’s agricultural community.
 - 1.4.6 Promote tourism in the County
 - 1.4.7 Capture the opportunity for new jobs and small business growth
- 1.5 To ensure an efficient and fiscally prudent redevelopment of the site, the Master Plan would be implemented in phases. The size and mix of facilities of later phases would be based on the actual results of earlier phases to make certain they match community needs and market demand.
- 1.6 To promote an operationally efficient and financially viable business model by developing new venues that are designed and sized to meet emerging industry and market requirements, and by rehabilitating, where economically viable, existing facilities for community organizations that need less expensive space.
- 1.7 The name of the complex should reflect the diversity of activities that occur there. Further, there are likely opportunities to lease “naming rights” for some of the buildings which would generate additional revenues to complete the features of the master plan. It is recommended that the naming of the new complex be reviewed and discussed with stakeholders and the community and a policy determination made prior to November, 2008.

2. Phase I of the Master Plan (Figure 3)

2.1 In Phase I (Figure 3), the fairground would be transformed into an events center campus by:

2.1.1 Constructing the new 120,000 square feet exhibit hall.

2.1.2 Developing the internal traffic and pedestrian circulation system for the site; this includes constructing:

- Grant Street as a 2- and 3-lane, landscaped roadway (with median), bike, and pedestrian facility. Grant Street must be designed to ensure the safety of site-users, and should incorporate special precautions for pedestrian traffic from the light rail station, including the ability to close Grant Street as a through-facility during large events such as the County Fair [including electronic signage at street intersections], the use of design elements near the light rail access and the ball fields to provide a pedestrian friendly connection across Grant Street, a reduced-speed alignment [bicycle path designed at sidewalk level to maintain minimum street cross-section], and other possible features, such as pedestrian-signals. The City should continue to explore the safety features to be incorporated in the design of Grant Street, including street closure policies, and consider realigning the eastern segment of Grant Street to intersect with the existing curb cut onto Brookwood Parkway.
- A transit-oriented connection between light rail and the exhibit hall as a plaza with an adjoining green-space. The plaza should incorporate a water feature designed to mitigate impacts on airport operations.
- Initial parking areas.

2.1.3 Upgrading the visual appearance of the site by installing landscaping, decorative fencing, covered walkways, lighting, electronic signage, and park facilities.

2.1.4 Undertaking specific critical rehabilitations of existing auxiliary facilities.

2.2 Phase 1 is planned to be designed in 2009 and built in 2010. To meet this schedule, the funding for Phase I should be in place and the architect or design-builder should be selected and under contract by December 2008.

INSERT FIGURE 3: PHASE I

2.3 Phase I is preliminarily estimated cost:

**Preliminarily Estimated Phase I Capital Costs
(in millions of dollars)**

	Current Dollars	Inflated (2010) Dollars
Grant Street	\$ 5.737	\$ 6.962
Plaza	\$ 2.660	\$ 3.228
Site Prep, Utilities, Landscaping	\$ 1.833	\$ 2.225
New Exhibit Hall	\$25.199	\$30.581
Parks	\$ 1.903	\$ 2.310
Other Facilities and Features	\$ 2.211	\$ 2.683
Parking and Loading	\$ 3.712	\$ 4.505
Sub-Total	\$43.255	\$52.494
Owner's Contingency		\$ 3.458
Phase I Total		\$55.952

2.4 The recommended funding plan, with preliminarily estimated revenues, for Phase I is:

**PHASE I FUNDING PLAN SUMMARY:
PRELIMINARILY ESTIMATED
SOURCES AND USES
(in millions of inflated dollars)**

USES	Amount
Estimated Capital Cost	\$52.494
GO Bond Issuance Cost	\$0.611
Owners Contingency	\$ 3.458
	\$56.563
SOURCES	Amount
County GO Bond	\$40.773
Interest Earnings on Bond Proceeds	\$ 0.600
City TIF: Grant St	\$ 6.962
City TIF: Transit Connection (Plaza)	\$ 3.228
City Limited Tax Obligation Bonds	\$ 5.000
	\$56.563

2.5 The following actions should be taken to implement the Phase I finance plan:

- 2.5.1 The City, County, and Fair Board should prepare and execute by September 2008 an intergovernmental agreement wherein each party commits to undertake its portion of the finance plan.
- 2.5.2 As part of the intergovernmental agreement described above, City Council should commit to issue prior to the start of Phase I construction a limited tax obligation bond in the amount of \$5 million for development of Phase I of the Master Plan in return for a commitment by the Fair Board to convey to the City \$300,000 per year of net revenues from the event center for a period of 30 years
- 2.5.3 In addition, the City should dedicate about \$10.2 million of its TIF funding to design and construct Grant Street and the transit-oriented plaza connection to LRT. The City's contribution serves as an up-front 30-year lease payment on the existing ball fields.
- 2.5.4 The County should place a general obligation bond of about \$40.8 million on the November 2008 ballot. This G.O bond is estimated to cost about 6-cents per \$1000 of assessed value in the first year of debt service and average about 3-cents per \$1000 of assessed value of its 30-year term.
- 2.6 Marketing of the event center should start soon after passage of the bond measure. The event center would be a significant attractor of tourism for the County, and an important component of the destination marketing strategy implemented by the Washington County Visitor Association (CVA). The Task Force recommends that beginning in 2009 the CVA include in its strategic plan a multi-year commitment of marketing funds for the event center.
- 2.7 Operational efficiencies can be achieved through a consolidated staffing plan for the event center and fair; an integrated staffing plan should be developed and implemented.
- 2.8 The Task Force discussed the future management structure of the complex, including the possibility of having the Fair Board deal strictly with the planning and operation of the County Fair and have another entity (similar to an "Expo Commission") responsible for the management, maintenance, marketing, concessions, rental and personnel of the overall complex. The Task Force also discussed the need for an organizational structure that allows the funding partners to oversee the major financial issues related to the development and operations of the Master Plan. It is recommended the management structure options be reviewed and discussed with stakeholders and a determination made prior to November, 2008.
- 2.9 Phase I includes a minimally acceptable amount of parking. The capacity should be developed to accommodate overflow parking for large or simultaneous events on the site by developing agreements with:

- 2.9.1 The Port of Portland to use its property for non-RV overflow event parking for the fairgrounds.
 - 2.9.2 The Oregon National Guard to use any unrestricted portions of its parking area for overflow event parking
 - 2.9.3 The City of Hillsboro to use parking adjacent to ball fields for overflow event parking, and that continues the existing agreement allowing parking on the ball fields when needed.
- 2.10 The Task Force supports the reconstruction of the Swine Barn with the condition that the building does not interfere with the design of the Master Plan. The Task Force recommends specific details relating to the design of the building be handled by the Fair Board and/or professional architects.

3. Phase II of the Master Plan (Figure 4)

- 3.1 The National Guard's desire for a new armory presents a unique opportunity to provide for the safety and security needs of county residents in a manner that complements the overall use of the event center. Phase II of the Master Plan contemplates:
 - 3.1.1 The development of a new National Guard armory and a field maintenance facility on the site.
 - 3.1.2 Rehabilitation/conversion of the old National Guard armory into a facility serving the event center.
- 3.2 The National Guard facility requires a development parcel of at least 11 acres. The Master Plan designates a site in the southeast corner of NE 34th and Grant Street for the National Guard facility. In this designated area, only four acres are currently owned by the County. The County should work with Port of Portland and National Guard to secure the remainder of the needed development parcel.
- 3.3 Once the Port property is secured, the County should execute a property exchange agreement with the National Guard in which the County provides the 11-acre development parcel near Grant/NE 34th to the National Guard and in return receives the existing armory building and site. If the market values of the exchanged properties are unequal, the transaction would be equalized by a net payment by the owner of the lower-valued property to the higher-valued owner.
- 3.4 Federal funding for the new armory is planned for the year 2014, but could potentially be accelerated to as early as 2010 by making the development site available to the National Guard. The County should take the steps necessary to accelerate the National Guard development, including:

INSERT FIGURE 4: PHASE II

- 3.4.1 Prepare a Memorandum of Understanding with the National Guard by September 2008 that establishes the terms and conditions of exchanging the County property with the National Guard's armory.
 - 3.4.2 Seek Port/FAA approval by December 2008 of conveying the seven acres of Port property for National Guard use.
 - 3.4.3 Undertake appraisals, inspections, environmental site assessment, and due diligence necessary to consummate property exchange by December 2008.
 - 3.4.4 Subject to successful completion of environmental site assessment, prepare and execute property exchange contract by March 2009.
 - 3.4.5 After the property exchange and during the development of the National Guard site, the County would lease-back the existing armory to the National Guard.
 - 3.4.6 Net revenues, if any, paid to the County by the National Guard for the property exchange and the lease-back of the armory should be dedicated to the development of the Master Plan.
- 3.5 The National Guard would entertain incorporating administrative or other space in the new Armory for the City, County, or civic organizations if funding is available for constructing or leasing the space. This potentially could include shared-use parking or kitchen facilities. The County and National Guard should work together to identify partnering opportunities, and, when identified, enter into a Memorandum of Understanding to implement the partnership.
- 3.6 The Master Plan anticipates that the existing armory would be converted to a maintenance facility after the National Guard relocates to the new Armory. However if demand and available funding warrant, consideration should be given to converting the existing armory to an office/meeting facility for community organizations.
- 3.7 The cost of the new armory and field maintenance facility would be borne by the National Guard; no local funds would be used to subsidize the National Guard's costs. The preliminarily estimated funding plan for Phase II is:

**PHASE II FUNDING PLAN SUMMARY:
PRELIMINARILY ESTIMATED
SOURCES AND USES
(in millions of inflated dollars)**

USES	Amount
Cost of New Armory	TBD
Cost of Rehabbing Old Armory	\$0.327
Owners Contingency	\$0.023
	<u>\$0.350</u>
<hr/>	
SOURCES	Amount
National Guard	Pay Cost of New Armory
Event Center Revenues	\$0.350
	<u>\$0.350</u>

4. Phase III of the Master Plan (Figure 5)

- 4.1 During Phase III additional facilities would be constructed in the year 2013 to support a larger and more diverse mix of events at the event center. Depending on the availability of funding, Phase III may be implemented in sub-phases over time.
- 4.2 As currently envisioned, Phase III (Figure 5) completes the build-out of the event center by constructing the following:
 - 4.2.1 A covered pavilion consisting of about 100,000 square foot (including support space), free of interior columns, that supplements the market served by the new exhibit hall by providing for open-air events such as rodeos, concerts, farmer markets, and out-door exhibits and trade shows.⁴
 - 4.2.2 A multi-purpose building to replace certain auxiliary buildings on the site and provide additional area for other needed uses.
 - 4.2.3 Additional parking
 - 4.2.4 Additional park space, landscaping, and other site amenities.
- 4.3 The long-term viability of the existing 24,000 square foot Exhibit Hall as a supplementary venue for small or secondary events should be assessed during the initial years of operating the new Exhibit Hall. If it is determined that the supplementary venue is not necessary, a re-use plan should be prepared to convert the small exhibit hall to another use needed by the event center.
- 4.4 The size and design of the pavilion should be re-assessed during the initial operating years of the new exhibit hall; and, if necessary, refined based on market requirements observed for the event center during its initial years of operation.

INSERT FIGURE 5: PHASE III SITE PLAN

- 4.5 As currently envisioned in the Master Plan, Phase III is preliminarily estimated to cost:

**Preliminarily Estimated Phase III Capital Costs
(in millions of dollars)**

	Current Dollars	Inflated (2013) Dollars
Site Prep, Utilities, Landscaping	\$ 0.904	\$ 1.283
Pavilion	\$16.711	\$23.701
Parks	\$ 0.200	\$ 0.283
Other Site Construction	\$ 3.221	\$ 4.568
Parking and Loading	\$ 9.045	\$11.155
Sub-Total	\$30.080	\$42.663
Owner's Contingency		\$ 2.133
Phase III Total		\$44.796

- 4.6 The preliminarily recommended funding plan for Phase III is

**PHASE III FUNDING PLAN SUMMARY:
PRELIMINARILY ESTIMATED
SOURCES AND USES
(in millions of inflated dollars)**

USES	Amount
Cost	\$42.663
Owners Contingency (5% of cost)	\$ 2.133
	\$44.796
SOURCES	Amount
State Lottery Bonds (50% of uses)	\$22.398
Revenue Bond based on Net	\$ 5.000
Revenues in Current Pro Forma	
Additional Revenues	\$17.398
	\$44.796

- 4.7 The following actions should be taken to implement the Phase III finance plan:
- 4.7.1 Issue an event center revenue bond in the amount of \$5 million, provided that actual net revenues are in line with pro forma results.
- 4.7.2 The oversight board should preserve for the development of future phases of the Master Plan any revenues associated with the event center that are not used in the Phase I finance plan. These may include such revenues as:

- Net revenues from property exchange with the National Guard and lease-back of the armory to the Guard prior to completion of the new armory.
- Net revenues from the lease of the future development site.
- Owner’s contingency applied to future phases and interest earnings on bonds during the construction period.

4.7.3 The oversight board should undertake efforts to supplement revenue sources not currently addressed in the pro forma, such as:

- Naming rights
- Advertising revenues
- Attracting additional revenue-generating events and exhibitions that are not incorporated in the current pro forma, such as concerts, and other entertainment events
- Net revenues from the operation of the pavilion
- Ground lease revenues from any restaurants attracted to the site
- Form an “Event Center Foundation” to accept gifts from private individuals, businesses, organizations, and others.

4.7.4 Seek a state lottery bond authorization of about \$22.4 million, representing a 50:50 match ratio with local funds, during the 2013 legislative session.

5. Phase IV: Future and Interim Development East of NE 34th Avenue (Figure 6)

5.1 The master plan reserves about 15 acres east of NE 34th for a long-term use that is to be determined in the future (Figure 6). The County should explore the possibility of leasing this site for an interim use that supports the objectives of the event center.

5.2 The owners of the Renaissance Festival approached the Task Force with a proposal to utilize the property east of 34th Street. It is recommended that the matter of locating the Renaissance Festival at the fairgrounds be explored further by the County.

5.3 As part of exploring the possibility of the Renaissance Festival, the County should work with Royal Faires to identify if a mutually acceptable financial arrangement and project design can be achieved based on the following principles:

5.3.1 When not in use by the Renaissance Festival, the County should have the right to use or lease the Festival grounds for events, and retain any profits from its use.

5.3.2 Overnight tent camping on the Festival or event center site by Festival employees and tenants would not be permitted.

INSERT FIGURE 6: PHASE IV

- 5.3.3 All structures must comply with Oregon building code.
- 5.3.4 A good neighbor agreement establishing code of conduct and safety and security standards.
- 5.3.5 First source hiring/contracting provisions that offer County civic organizations and community groups priority for certain jobs for fund-raising purposes.
- 5.3.6 Require the Renaissance Festival grounds to be functionally and physically integrated with the remainder of the event center site. In particular, determine if the arena built for the Renaissance Festival can be designed to accommodate rodeos and other arena-events that would otherwise be accommodated at the event center.
- 5.3.7 The development and operations of the Renaissance Festival must be funded entirely with private revenues. No public subsidy would be provided to the Festival. However, if certain features of the Festival, such as the arena, are specifically expanded or designed to meet event center needs, public funds may be used to pay the marginal cost of accommodating event center needs.

RECOMMENDED ACTION PLAN

December 2007 – June 2008	Responsible Party(ies)¹
Undertake public outreach on preliminary Task Force recommendations	City, County
Determine the feasibility of developing the Renaissance Festival as an interim use on the site	County, City, Royal Faires
Prepare Memorandum of Understanding regarding use of Port property for the proposed Master Plan	County, City, Port of Portland
Undertake continued due diligence on proposed Master Plan	City, County, Fair Board
Prepare final recommendations to City, County, Fair Board; including ballot title	Task Force, City, County, Fair Board
Reconvene Task Force, adjust Master Plan if necessary based on continued outreach and due diligence; final recommendation to County, City, and Fair Board	Task Force
Approval of Recommendations	City, County, Fair Board
July 2008 – December 2008	
Continue public information process	County, City
Prepare Memorandum of Understanding between National Guard and County regarding the relocation of the Armory on the site	County, National Guard
Seek FAA approval of property transactions between County and Port	Port of Portland
Continue due diligence and follow-up activities National Guard	County, City, National Guard
Continue to explore option of Renaissance Festival	County, Royal Faires
Undertake RFQ/RFP process for architect or design/builder, and make selection	County, City, Fair Board
Hold vote on GO Bond	November 2008
December 2008 - May 2009	
Seek supplemental marketing funds from recent increase to lodging tax	County, City, Fair Board

¹ In the “Action Plan,” depending on the context, County means the staff or governing board of Washington County government, City means the staff or governing board of the City of Hillsboro government, Fair Board means the staff or governing board overseeing the Fair Complex, Port of Portland means the staff of the Port, FAA means the Federal Aviation Agency, National Guard means the staff and executive officers of the Oregon National Guard, and Royal Faires means the management of the Renaissance Festival.

Undertake detailed design and engineering studies for Phase I	County, City, Fair Board
Begin marketing of facility	Fair Board
Complete property transactions with Port of Portland	County, Port of Portland
Complete appraisals, due diligence, and property transactions with National Guard; Lease-back existing armory to Guard	County, National Guard
If desired, prepare and execute partnership agreement describing space requirements/ sharing to be incorporated in new armory for event center	County, City, Fair Board, National Guard
Pursue federal funds for new armory	National Guard
May 2009 - June 2010	
Secure federal appropriation for new armory	National Guard
July 2010 - December 2012	
Complete construction of Phase I Master Plan	County, City, Fair Board
Design and construct new armory (if federal funds accelerated]	National Guard
Re-assess size and scope of Phase III of Master Plan based on operating results to date of the event center	County, City, Fair Board
Undertake activities necessary to secure local funding for Phase III of Master Plan	County, City, Fair Board
January 2013 - July 2014	
Seek legislative approval of lottery bond component of Phase III finance plan	County, City, Fair Board
Design and construct new armory [if federal funds not accelerated]	National Guard
Design and construct Phase III improvements	County, City, Fair Board



CONCEPTUAL PERSPECTIVE
DECEMBER 05, 2007

WASHINGTON COUNTY FAIRGROUNDS MASTER PLAN
FIGURE 2



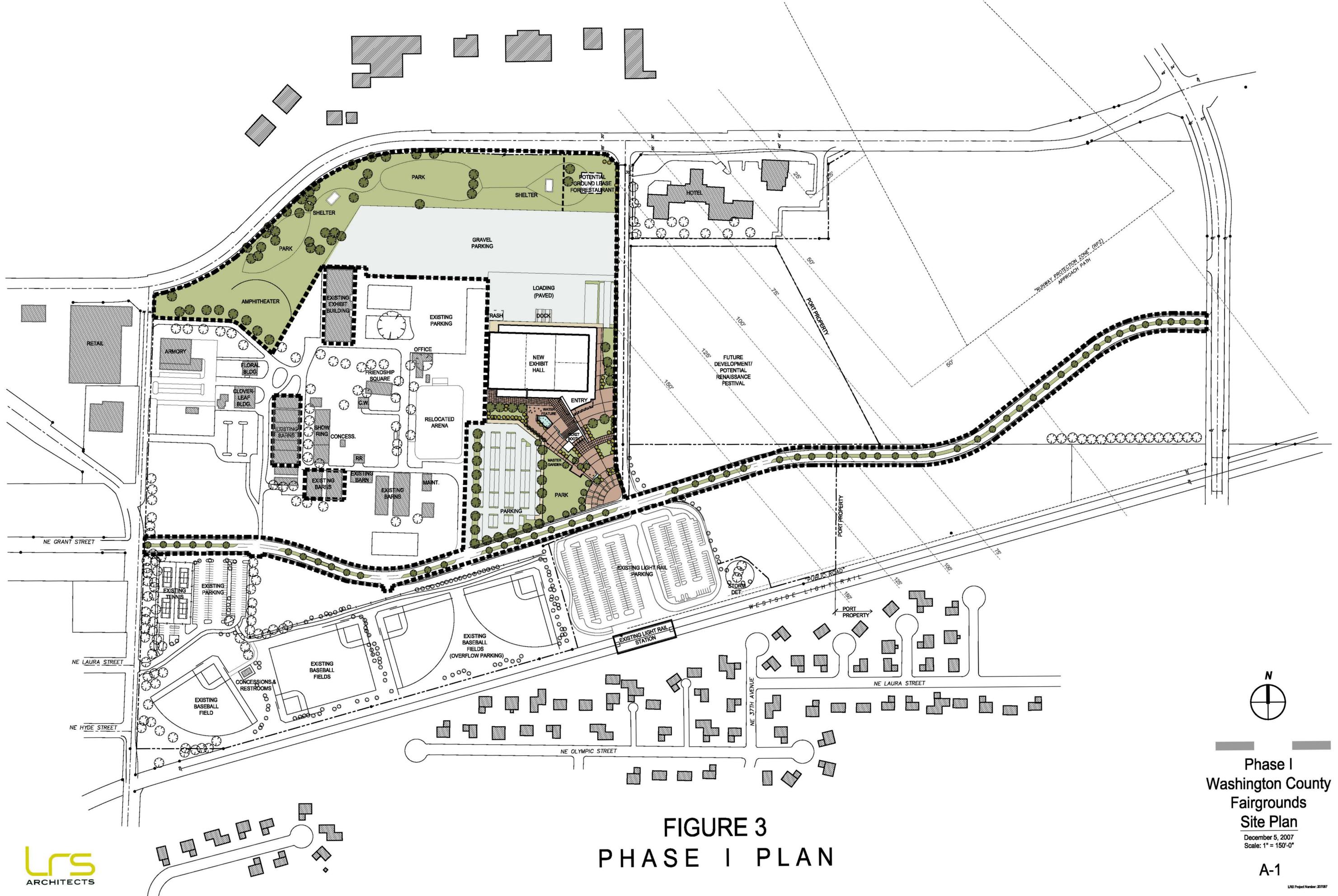
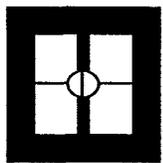


FIGURE 3
PHASE I PLAN

Phase I
Washington County
Fairgrounds
Site Plan

December 5, 2007
Scale: 1" = 150'-0"

CITY OF HILLSBORO



MEMORANDUM

DATE: June 23, 2008
TO: Mayor and City Council
FROM: Hillsboro Police Department
Amber Ames, City Recorder
SUBJECT: Request for liquor license endorsement

Please consider staff recommendations for the following liquor license application:

1. Yummy Panda Restaurant, 446 SW Baseline St – Original Application – Full 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 Ames (503-681-6117).

Attachments:
OLCC Liquor License Applications

REQUEST FOR CITY COUNCIL ENDORSEMENT

No. 178-08

Liquor License Application

City of Hillsboro, Oregon

Indicate type of application:

License type:

- \$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

- Full on-premises sales
- Limited on-premises sales
- Off-premises sales
- Temporary sales license

BUSINESS NAME: Yummy Panda LLC

DBA NAME: Yummy Panda Restaurant

Business Address: 446 S.W Baseline ST Hillsboro, OR 97123

Applicant: Samson Cheung
(Full Name)

Home Address: _____

Street	_____	Home Phone	_____
City	State	Zip	Business Phone

Driver's License No.: _____ State: _____

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: 2-10-08
Signature(s) of Applicant(s) or Agent(s)

City Business License No.: _____ 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 restaurant

Days and hours of operation: Sun-Thur. 11:00 AM-9:30 PM. Fri & Sat 11:00-10:30 pm

Ratio of projected food sales to alcohol sales: 85% Food & 15% alcohol.

Service Capacity (i.e. maximum number of customers that can be accommodated at any give time): about 100

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

See Attached

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.

See Attached

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.

See Attached

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

Upgrade interior

Police Department: Approved Denied all 277 16512
Signature

Comments:

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):

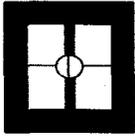
This license allows storage, import, export, and wholesale sale of wine (21% alcohol or less) to wholesale and retail licensees, allows wine tastings, and the sale of wine and malt beverages for customers to drink at the business and "to go" in sealed containers.

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.

8B

CITY OF HILLSBORO



June 21, 2008

TO: City Council
Planning Commission

FROM: Karla Antonini, Planning
John Southgate, Economic Development

SUBJECT: Downtown Community Plan

The City has initiated the Downtown Community Plan. Co-managed by the Economic Development and Planning Departments, the Plan is intended to serve as a framework for future public and private actions in downtown Hillsboro and surrounding neighborhoods. This memorandum has been prepared in anticipation of a joint City Council/Planning Commission work session scheduled for July 1, 2008.

A map of the study area is attached (Exhibit A).

Downtown Community Plan Overview

The City of Hillsboro, through the Hillsboro 2020 Vision and other initiatives, has identified the revitalization of downtown Hillsboro and adjoining neighborhoods as a high priority. At least as long ago as 1980 when the RUDAT (Regional Urban Design Assistance Team) Plan was prepared, City officials and community leaders have recognized the importance of planning for the continued vitality of downtown and environs. In more recent years, the Station Community planning effort, the Downtown Renaissance project, the Downtown Parking Solutions project, and other initiatives have addressed specific aspects of how the City should proceed in regard to downtown revitalization.

What is generally lacking in all these efforts is a mechanism for translating their many laudable goals into concrete action. Moreover, while there have been substantial investments in downtown Hillsboro in recent years (the Walters Cultural Arts Center, light rail, the new Civic Center, Pacific University's Health Professions Campus, and most recently the major remodel of the Venetian Theater), there are many parts of town that have languished, particularly when compared with more economically robust parts of

the City. Finally, many neighborhoods surrounding downtown Hillsboro lack basic infrastructure and urban amenities such as sidewalks, lights, street trees.

These factors have compelled the City to embark on a planning effort that will culminate in an action plan to provide direction and funding for a healthy, stable, and sustainable downtown Hillsboro.

The Plan will entail a comprehensive *Vision* for downtown and close-in neighborhoods which is based on extensive public input, a *Framework* of specific short- and long-term actions to turn the vision into reality, and an *Implementation* component to provide the funding and regulatory tools necessary to carry out those actions.

To assist in this effort, the City has retained a consultant team led by Parametrix, Inc. Representatives from Parametrix will attend the July 1st work session. A copy of the consultants' scope of work is attached to this memorandum as Exhibit C.

Essentially, this planning effort attempts to answer three simple questions:

- *Where are we now?* (i.e., what are our existing conditions in terms of land use, zoning, traffic, and so forth?)
- *Where do we want to be in the future?* (i.e. what is the community's vision for the future, building on prior planning efforts? What kind of public investments should we make? How do we protect the things about our past that we cherish while also accommodating appropriately designed and appropriately located higher density development which will support a thriving retail core?)
- *How do we get there?* (i.e. how do we fund the improvements that we desire for downtown and close-in neighborhoods? What changes do we need to make to our development codes and other policies to make sure that our regulatory framework accommodates the community's vision? What should the "guiding principles" be?)

Public Involvement

A major component of this effort is public outreach. The City views the Downtown Community Plan as an opportunity for downtown businesses, property owners, residents and other stakeholders to provide guidance through a variety of forums regarding their aspirations for downtown and close-in neighborhoods. This outreach effort will extend beyond the traditional downtown to the neighborhoods which ring downtown, including the Southwest Industrial area, the commercial strip lying to the immediate west of downtown, the Heart of Hillsboro and Main Street neighborhoods, the 10th Avenue business district, and the predominantly residential neighbors lying south of Oak, east of 10th, and to the northwest.

The City intends to directly engage citizens in the planning process in order to identify neighborhood strengths and assets, needs and concerns, and define their desired goals for the future of their neighborhoods. The City and its consultant team led by Parametrix

will carefully document and analyze this information, and then offer specific recommendations to citizens to reach their goals.

The Downtown Community Plan Area has been divided into three sub areas for planning purposes. Planning Department staff liaisons have been assigned to each of the sub areas and will be the point person responsible for leading the community outreach for local neighborhoods input in cooperation with staff from Economic Development. Please find attached the Downtown Community Plan study area map with corresponding sub areas identified (Exhibit A). The planning sub areas and Planning Department liaisons are as follows:

- 1) Northern Neighborhoods – Doug Miller, Urban Planner II
- 2) Southeastern Neighborhoods – Dan Rutzick, Urban, Planner I
- 3) Southwestern Neighborhoods – Karl Antonini, Urban Planner III

In addition, the Planning Department staff liaisons will set up a offices in each of the subareas where conversations with people in their neighborhood about their neighborhood can occur.

The City plans to hold a series of public meetings during the project timeframe of approximately 12 months. The first series of public meetings will be held in June, 2008. These public meetings are intended to introduce the Downtown Community Planning effort and will be held at locations within the three sub areas. Residents can meet the project team. Information about the purpose, scope, and schedule of the project will be presented. They will also be asked to respond to questions about their current perceptions and future vision for their community. The project team will continue collecting public input through stakeholder interviews and questionnaires. These will be made available to the public at community events i.e., Tuesday and Saturday Markets, school events and through the Downtown Community Plan project website.

The City and its consultants will carefully analyze the information gathered during the early public outreach period. An Open House will be held at the end of July to communicate the findings, craft a community vision, and present potential tools and strategies that could be employed to accomplish the identified Downtown Community's goals. In September, the City will hold another public meeting to present a preliminary Framework Plan containing recommended policies and actions. The last public outreach meeting will be held in late November to present the draft version of the Downtown Community Plan.

A Downtown Advisory Committee (approximately 15 members reflective of the community's diversity) will be formed to speak to their concerns and/or community interests. It will meet at least four times during the planning process. The City will also create a Project website accessible to the general public containing information about the Downtown Community Plan. In addition, the City plans to produce four newsletters designed to keep the citizens informed of the process and to announce upcoming public

meetings. Attached to this staff report is the first newsletter that was distributed to over 7,000 addresses in the study area (Exhibit B).

Throughout plan development, staff will brief City Council and the Planning Commission.

Introduction to Urban Renewal

One of the primary components of the Downtown Community Plan is the preparation of an Urban Renewal Plan (assuming that Urban Renewal is deemed feasible – see discussion below). The balance of this memorandum is intended to provide a broad overview of urban renewal, using a question and answer format. The presentation at the July 1st work session will serve to amplify the following information, and will also provide an opportunity for members of City Council and the Planning Commission to ask staff and members of the consultant team questions about urban renewal and how it might apply to Hillsboro.

Please note that the following information serves as a broad overview of urban renewal. There are aspects of urban renewal law in Oregon that are complex, and the following information is not intended to serve as an exhaustive description.

How does Urban Renewal funding work?

Urban renewal is a financing tool used to stimulate suitably-located growth in underdeveloped areas. The tool is called “Tax Increment Financing” - funding derived from the *increase* in taxable property values over time within an urban renewal area (URA). A municipality draws a line around a targeted area, identifies specific improvements to be carried out and over time issues bonds to pay for those improvements. As property values increase within the district because of new investment and appreciation of existing property, the resulting increase in property taxes (the ‘tax increment’) is captured and used to pay off the bonds. Revenues from the increased assessed value (called the “tax increment”) are captured and used to pay off the urban renewal bonds. The assessed property values that exist at the time the URA is formed are called the “frozen base” – revenues on these values continue to go to the general funds of the affected taxing jurisdictions (e.g., the City and the County) for the life of the URA.

When the URA expires and the urban renewal bonds are fully retired, the increment is restored to the regular tax rolls, and the taxing jurisdictions benefit from the increased valuations that urban renewal helps to instigate.

What is the process for creating an Urban Renewal Area?

To form an urban renewal area, a jurisdiction (in this case the City of Hillsboro) must make four essential findings:

- The total amount of land within the City's existing and proposed urban renewal areas constitutes no more than 15% of the total land area in the City. (note there are currently no urban renewal areas in Hillsboro).
- The total amount of assessed values within the City's existing and proposed urban renewal areas constitutes no more than 15% of the City's total assessed value.
- The area in question meets the statutory definition of "blight". This term ("blight") is a difficult term that has obviously negative connotations. State urban renewal law makes it clear that "blight" can refer to a host of conditions, including lack of infrastructure, age and physical condition of buildings, under-utilization of property (frequently evaluated in terms of low improvement-to-land value ratios), and other factors.
- Carrying out the urban renewal plan is economically sound and feasible.
Determination of feasibility includes an analysis of the fiscal impacts of the proposed URA on affected taxing jurisdictions, i.e. the City and the County.

The first step in this process is to prepare a feasibility study which makes a preliminary determination regarding compliance with the above criteria. If the feasibility study affirms that the criteria for formation of an URA are met, the City then proceeds to a formal report which addresses the above criteria and also satisfies other requirements of Oregon Revised Statutes 457 (the State's Urban Renewal law). An Urban Renewal Plan is then prepared, which among other things establishes a boundary, maximum indebtedness (the maximum amount of urban renewal debt that can be issued over the life of the URA), guiding principles for the Plan, demonstration of compliance with relevant Comprehensive Plan policies and goals, and a list of eligible improvements.

The City is obligated to consult with affected taxing jurisdictions in the feasibility analysis and in the formation of an urban renewal area. It is also required to send a notice citywide regarding the proposal to form the URA.

Who administers an Urban Renewal Area?

Pursuant to State law, the Hillsboro City Council has opted to delegate urban renewal authority, to itself, as the Hillsboro Economic Development Council (HEDC). As the urban renewal agency for Hillsboro, it is the HEDC's charge to plan and undertake projects in the urban renewal plan and to oversee the financial viability of the URA.

Can an Urban Renewal Area be amended after its formation? If so, what is the process?

Urban renewal plans must provide a description of the possible types of future amendments that are "substantial" and will therefore require the same noticing, hearing, and approval procedure as the original plan. The state statutes offer some guidance as to amendments that are required to be defined as "substantial": those that increase the size of the URA by more than 1%, and those that increase maximum indebtedness by any amount. It is typical for municipalities to define lesser amendments for Council approval or other administrative approvals with specified approval processes.

Can the City condemn property in an Urban Renewal Area?

Under recent state legislation, municipalities cannot condemn property for private development. So, for instance, if the Urban Renewal Agency seeks to acquire some or all of a block for what will ultimately be a private use, it can only acquire the affected properties from willing sellers. In this instance a property owner who does not want his property to be part of the project does *not* need to sell.

The City, under its current authority, can *continue* to condemn property for public improvements (streets, parks, public buildings).

Will urban renewal increase people's property taxes?

State laws about the value of property for tax purposes (the "assessed value") are the same regardless of whether or not the property is in a URA. Specifically, state law limits the growth in the assessed value to 3% per year, unless a property owner constructs a major redevelopment or remodel/reuse of the property. Even if *real* market values increase more aggressively due to the beneficial impacts of urban renewal, the *assessed* value will not increase by more than 3%. Since virtually all taxable property in Hillsboro has a real market value substantially higher than the assessed value, urban renewal will have no impact on the property taxes for these properties.

How can urban renewal funds be spent?

Urban renewal funds can be spent on capital projects which help to alleviate the deteriorated conditions (the "blight") within the URA. Urban renewal funds can not be used for operations or maintenance.

Eligible expenditures include:

- Permanent public improvements such as transportation facilities, lighting, trees, parks, utilities
- Financial and technical assistance for private reinvestment including storefront grants, home repairs and improvements, and commercial rehabilitation incentives
- Funding partnerships for new housing and mixed use developments
- Land acquisition (typically for key redevelopment sites or public projects)
- Planning of capital projects (including development of the urban renewal plan) and general administrative costs related to the activities of the Urban Renewal Agency

How does the City benefit from urban renewal?

Urban renewal can help to stabilize neighborhoods and commercial districts by assisting in the reinvestment of these areas, and by also focusing new development where it is most appropriate. Urban renewal is a potential funding source to fulfill the City's and the public's vision for downtown Hillsboro (and other urban renewal areas that may be

considered in the future). This is why the urban renewal plan is being prepared in conjunction with the Downtown Community Plan. The Downtown Community Plan will allow the public to identify the projects and programs that will guide how our downtown and surrounding neighborhoods grow in the future. As noted earlier, urban renewal funds can help to pay for sidewalks, street lights, park improvements, and a host of other projects that improve neighborhoods.

What is the down-side to urban renewal?

There is little “down-side” to urban renewal. Historically, some citizens have been concerned about the fact that urban renewal authorities could condemn private property (including homes and businesses) for private redevelopment. However, as noted earlier, cities can no longer undertake this type of condemnation. Others have been concerned that a successful urban renewal area could result in higher increases in property values, and hence property taxes. However, as discussed above, Measure 50 has placed a 3% cap on annual increases in assessed value, so property taxes will generally not increase as a result of urban renewal.

The only other potential “down-side” to urban renewal is the impact on taxing jurisdictions, including the City and the County. During the time that the urban renewal plan is in effect, the City, County and other taxing entities will receive the same funding as they are currently collecting in the area. Any increase over current tax revenue will be set aside to directly pay for projects in the URA. During this time, urban renewal typically provides capital funding for public projects intended to stimulate private investment. In the long run after the URA is closed out, our expectation is that taxing jurisdictions will see *more* revenues due to the success of the URA in generating more private investment than would have taken place if the URA had not been formed in the first place; and the public entities will have additional assets paid in part by the URA. Additionally, property owners near the URA will likely experience property value increases because of proximity to an improved area.

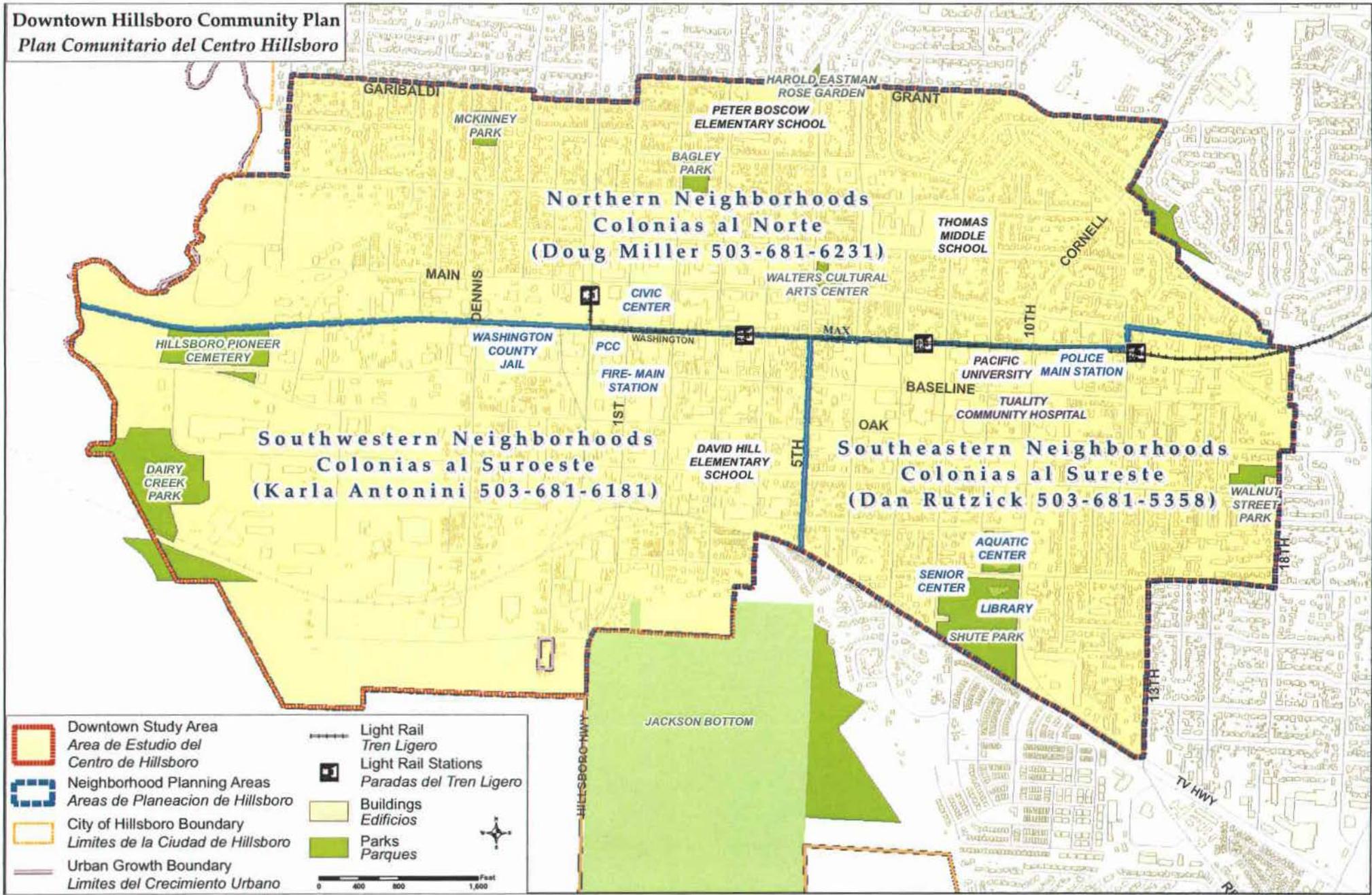
As a general rule, the School District is not impacted the same way that the City and the County are. The State of Oregon manages the State School Fund (SSF) for all K-12 public schools in the state and allocates monies to districts based on a per pupil basis, not on the collection rate. A URA would collect tax increment revenues off the Hillsboro School District’s permanent rate, and could have a marginal impact on statewide funds. However, HSD’s annual budget is not directly impacted.

Has Hillsboro used urban renewal in the past?

The City has only had one Urban Renewal Area in the past – Ronler Acres. This URA is considered a textbook example of a successful urban renewal area. By forming the URA, the City was able to partner with the private sector to create a major high tech campus (Intel’s Ronler Acres campus) as well as the Orenco mixed use development (a nationally-recognized transit oriented project). These projects almost certainly would not have happened without urban renewal. Because of urban renewal (which has been

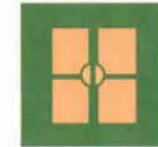
completed and all properties returned to the general tax rolls), the City and County are receiving substantially more tax revenues than would have been the case had the URA not been formed. While the nature of a Downtown Urban Renewal Area will be markedly different than Ronler Acres, urban renewal is nonetheless a powerful funding source to accomplish the City's goals in this important sector of the City.

Downtown Hillsboro Community Plan
Plan Comunitario del Centro Hillsboro



	Downtown Study Area Area de Estudio del Centro de Hillsboro		Light Rail Tren Ligero
	Neighborhood Planning Areas Areas de Planeacion de Hillsboro		Light Rail Stations Paradas del Tren Ligero
	City of Hillsboro Boundary Lmites de la Ciudad de Hillsboro		Buildings Edificios
	Urban Growth Boundary Lmites del Crecimiento Urbano		Parks Parques


 0 400 800 1,600 Feet



Downtown Hillsboro Community Plan Plan Comunitario Para Downtown Hillsboro

BIG PLANS FOR DOWNTOWN HILLSBORO What is a Community Plan?

The Downtown Community Planning effort is an opportunity for citizens to help shape the neighborhoods in which they live, work, own property, or manage a business. The City of Hillsboro in partnership with the community has begun a planning effort that will serve as a guide for the future of Hillsboro's Downtown Core and the surrounding neighborhoods (see study area map on the next page).

The Downtown Community Planning Team wants to hear from you: what do YOU think are your neighborhood's strengths and assets as well as its needs and concerns? This effort begins with three workshops held throughout the study area to collect your input. Dates and locations are listed below. All three workshops cover the same topics; choose a location and time that is convenient for you. Spanish interpretive services are available.

A Downtown Advisory Committee (DAC) composed of about 15 members reflective of the community's diversity will be formed to speak to concerns and/or community interests. The DAC will meet at least four times during the planning process. If you are interested in becoming a member of the Downtown Advisory Committee, please contact Rene Heade at 503-681-6468 or email reneh@ci.hillsboro.or.us for an application. Four at-large positions are available.



Survey

Encuesta

1. What do you like about your neighborhood or business district?
¿Qué es lo que le gusta de su colonia o distrito empresarial?

2. What would you like to see changed in your neighborhood or business district?
¿Qué le gustaría cambiar en su colonia o distrito empresarial?

Age: 18 to 25 26 to 35 36 to 45 46 to 55 56+
Edad: 18 a 25 26 a 35 36 a 45 46 a 55 56+

Nearest cross streets to your home, business or property: _____
El cruce más cercano a su casa, negocio o propiedad es: _____

Please return this survey by mail or in person to the City of Hillsboro, 150 E. Main Street, Hillsboro, Oregon, 97123
Por favor devuelva esta encuesta por correo o en persona a la Ciudad de Hillsboro, 150 E. Calle Main, Hillsboro, Oregon, 97123

GRANDES PLANES PARA DOWNTOWN HILLSBORO ¿Que es un Plan Comunitario?

Los esfuerzos para el Plan Comunitario del Centro ofrecen la oportunidad a los habitantes de Hillsboro para ayudar a darle forma a las colonias donde viven, trabajan, tienen propiedades, o administran sus empresas. La Ciudad de Hillsboro, asociándose con la comunidad, ha comenzado estos esfuerzos de planeación para que sirvan de guía para el desarrollo del Corazón del Centro de Hillsboro y las colonias circunvecinas (ver el mapa del área de estudio en la siguiente página).

El Equipo de Planeación Comunitaria de Downtown quiere saber su opinión: ¿Cuáles piensa usted que son las ventajas de su colonia y los aspectos positivos además de sus necesidades y preocupaciones? Estos esfuerzos van a comenzar teniendo tres talleres en toda el área de

estudio para coleccionar sus sugerencias. Las fechas y lugares se encuentran en la lista de abajo. Todos los tres talleres cubren los mismos temas; seleccione la hora y el local más conveniente para que usted pueda asistir. Contará usted con servicios de interpretación.



Se va a formar un Comité Consejero de Downtown (DAC, siglas en inglés) compuesto por 15 miembros, que reflejan la diversidad de la comunidad, para hablar sobre las preocupaciones y/o intereses de la comunidad. DAC se va a reunir por lo menos cuatro veces durante el proceso de planeación. Si usted tiene interés en ser miembro del Comité Consejero de Downtown, por

favor póngase en contacto con Rene Heade llamándola al teléfono 503-681-6468 o puede mandarle un correo electrónico a reneh@ci.hillsboro.or.us pidiéndole una solicitud. Están a su disposición cuatro puestos.

Project Team

Economic Development:

John Soutgate, Economic Development Liaison
(503) 681-6229

Rene Heade, Economic Development Liaison
(503) 681-6468

Planning Department:

Karla Antonini, Southwestern Neighborhoods Liaison
(503) 681-6181

Doug Miller, Northern Neighborhoods Liaison
(503) 681-6231

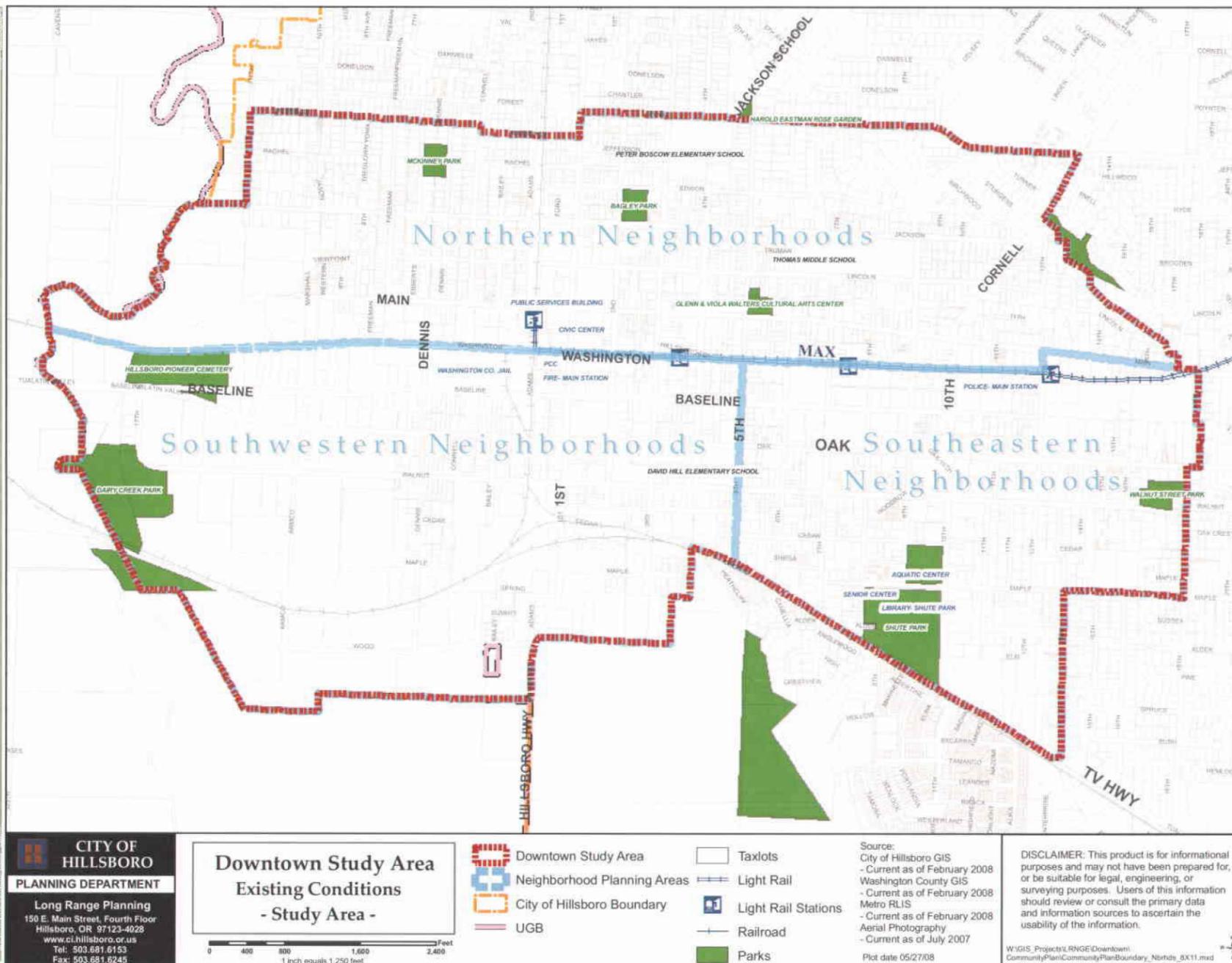
Dan Rutzick, Southeastern Neighborhoods Liaison
(503) 681-5358

Lead Consultant:
Sumner Sharpe, Parametrix

Project Information:

City of Hillsboro
www.ci.hillsboro.or.us

Downtown Hillsboro
www.downtownhillsboro.org



How can you get involved?

Your input is important! Complete the survey on the back of this newsletter and/or come to one of the workshops. A schedule of future meetings for the Downtown Community Planning effort as well as other information will soon be posted on the project website (www.downtownhillsboro.org). In addition to meetings and community events, the Downtown Community Plan team will be regularly distributing a project newsletter, informing the community through the media, and offering briefings at local civic and business organization meetings.

To be placed on our mailing list or to learn more about upcoming meetings, please contact the following neighborhood planners:

Southwestern Neighborhoods: Karla Antonini, 503-681-6181, karlaa@ci.hillsboro.or.us

Northern Neighborhoods: Doug Miller, 503-681-6231, doug@ci.hillsboro.or.us

Southeastern Neighborhoods: Dan Rutzick, 503-681-5358, danr@ci.hillsboro.or.us

¿Puede Usted Involucrarse?

¡Sus sugerencias son importantes! Complete la encuesta al reverso de este boletín informativo y / o asista a alguno de los talleres. Pronto se va a publicar un programa de las reuniones futuras sobre los Esfuerzos de Planeación Comunitaria de Downtown en la página WEB del proyecto (www.downtownhillsboro.org). Además de las reuniones y eventos comunitarios, el equipo de Planeación Comunitaria de Downtown va a estar distribuyendo con regularidad un boletín informativo del proyecto, informándole a la comunidad usando los medios de comunicación, y ofreciendo reportes breves en las reuniones locales de organizaciones cívicas y empresariales.

Para que usted quede en nuestra lista de correo o para saber más sobre las reuniones pendientes, por favor póngase en contacto con los siguientes encargados de planeación en su colonia:

Colonias del Suroeste: Karla Antonini, 503-681-6181, karlaa@ci.hillsboro.or.us

Colonias del Norte: Doug Miller, 503-681-6231, doug@ci.hillsboro.or.us

Colonias del Sureste: Dan Rutzick, 503-681-5358, danr@ci.hillsboro.or.us

How long will it take?

The Downtown Community Planning process will be completed in the first quarter of 2009, with public hearings at the Planning Commission in March and adoption by the City Council projected for the second quarter of 2009.

¿Cuánto Tiempo Durará?

El proceso de Planeación Comunitaria de Downtown se va a completar durante el primer trimestre del 2009, con audiencias públicas de la Comisión de Planeación en marzo y con la adopción del proyecto por parte del Concilio de la Ciudad durante el segundo trimestre del 2009.

June workshops

June 25
6:00 to 8:00 pm
M & M Swap Meet
346 SW Walnut Street
Hillsboro, OR 97123

June 28
10:00 to 12:00 pm
Hillsboro Civic Center, Room 113
150 E. Main Street
Hillsboro, OR 97123

June 30
6:00 to 8:00 pm
Community/Senior Center at Shute Park
750 SE 8th Avenue
Hillsboro, OR 97123

Talleres en Junio

Miércoles 25 de Junio
De 6:00 a 8:00 PM
M & M Swap Meet
346 SW Calle Walnut
Hillsboro, OR 97123

Sábado 28 de Junio
De 10:00 a 12:00 PM
Centro Cívico de Hillsboro, Cuarto 113
150 E. Calle Main
Hillsboro, OR 97123

Lunes 30 de Junio
De 6:00 a 8:00 PM
Centro Comunitario/De la 3a. Edad en el Parque Shute
750 SE Avenida 8^a
Hillsboro, OR 97123

EXHIBIT C

City of Hillsboro - Downtown Hillsboro Community Plan and Urban Renewal Plan

Scope of Work

April 16, 2008

This scope of work is for the preparation of a Downtown Hillsboro Community Plan (“Community Plan”) that will be an addition to the City’s adopted Comprehensive Plan and will include an Urban Renewal Plan and Report (“Urban Renewal Plan”) for a portion of the study area, as well as other implementing actions.

Task 1. Project Scoping and Initiation

Purpose: Create a clear strategy for data collection, community outreach, and the necessary analyses to ensure that the team has all the information needed to verify and refine the vision for (1) the Community Plan, and (2) an Urban Renewal Plan and other implementing actions.

- 1.1 Establish the Downtown Community Plan/Urban Renewal Advisory Committee (DAC) and the Downtown Community Plan Technical Advisory Committee (TAC). Identify roles, responsibilities, and a decision process for the Community Plan and the Urban Renewal Plan.
- 1.2 Establish a communications strategy to keep stakeholders, neighbors and the community informed as the study progresses, including at least two (2) Planning Commission briefings.
- 1.3 Convene the Project Management Team (PMT) to review and agree on scope and products, identify data and information needed, and develop a draft Downtown Community Vision based on the adopted Hillsboro 2020 Vision items addressing the downtown area, as well as comments from the stakeholder meeting held in 2007. The first draft of the Downtown Community Vision will rely heavily on prior planning efforts, including the R/UDAT Study, the Station Area Community Plan, the Downtown Renaissance project, and the Downtown Parking Solutions project.
- 1.4 Initial DAC and TAC meetings. (In general, DAC meetings will be preceded by TAC meetings so that TAC comments can be communicated to the DAC.) Agree on ground rules for decision-making and obtain their comments and input on the draft Vision, boundaries, scope, products and outreach for the Community Plan and the Urban Renewal Plan

Assumptions: The City will take the lead in scheduling and notification for all DAC and TAC meetings. Consultant team members (as appropriate) will attend all DAC meetings; there will be limited consultant participation in TAC meetings.

- 1.5 If necessary, refine scope and budget based on DAC and TAC input; and prepare for Task 2 outreach effort.

Deliverables: Initiate project, refine scope, agree on data needs, and finalize the budget, draft Vision, outcomes, and next steps.

Task 2. Community Outreach and Data Collection

Purpose: To collect and review relevant data and community input to form a foundation for the Community Plan and the Urban Renewal Plan and other implementation strategies, setting the stage for the next three tasks.

- 2.1 Conduct up to 20 stakeholder interviews with business, institutional, governmental, neighborhood, and community leaders; take part in the April 30 Hillsboro Vision 2020 workshop; and reach out to the communities and neighborhoods surrounding the downtown area. Discuss the draft Downtown Vision, goals and objectives, issues, needs, and opportunities for the Community Plan and the Urban Renewal Plan.

Conduct community/neighborhood meetings/workshops in each of the distinct neighborhoods within the planning area. Present information on plan purposes and community assets (see Task 2.2). Collect community feedback on the best mix and balance of housing types, densities, commercial and industrial uses for each neighborhood, as well as community needs and concerns.

Assumptions: The City will take the lead in the April 30 Hillsboro Vision 2020 workshop and the neighborhood outreach efforts with advice and support from the consultant team; and the Hillsboro Chamber will assist with some of the business interviews.

- 2.2 Identify existing data and information sources and initiate data collection, including: those "community assets" that makes the Downtown community unique -- from the planning area history to features relating to architecture, economy, environment, social fabric and infrastructure

Assumptions: The City will take the lead in preparing base maps and collecting data reflecting the land use, demographic, social and infrastructure character of the study area.

- 2.3 Review City plans (including the recently completed Downtown Renaissance and Downtown Parking Solutions projects, as well as earlier downtown planning efforts), codes, policies and other regional, county or city documents to obtain data for the Community Plan and the Urban Renewal Plan, and to identify Downtown redevelopment policies and concepts that affect both Plans.

- 2.4. Conduct a market analysis. Identify current and future development opportunities, including but not limited to housing types, income levels, and employment opportunities.
- 2.5. Conduct a developer's roundtable to gauge the potential for new higher density and/or mixed-use developments. The roundtable will identify market, regulatory, aesthetic, and other barriers and incentives to each type of development. Discuss ideas and possible tools—such as urban renewal and project phasing—to leverage private development.
- 2.6. Prepare memos, reports, and exhibits needed for the Community Plan and Urban Renewal Plan and Urban Renewal Report, such as land uses, improvements to land value ratios, infrastructure gaps, building conditions, traffic and parking, and an opportunities and constraints map; and analysis of past and current patterns of community land use that resulted in the current urban community form, providing a foundation for addressing sustainability principles to guide the area's future planning and development.
- 2.7. Based on reviews of previous plans and documents, data collection, and outreach efforts, PMT meets to refine the vision for the entire study area. Include identification of subareas and districts, the connections and relationships between them, and overarching topics such as urban design, housing, the arts, infrastructure, etc.
- 2.8. Meet with the DAC to review findings and conclusions from Task 2 efforts and the refined Downtown Community Vision; revise these documents in response to DAC feedback. Meet with the TAC to review findings and conclusions from Task 2 efforts; revise documents in response to their feedback.

Deliverables: Reports on stakeholder interviews and other outreach efforts, reports on data and information collection and analyses, and a refined Downtown Community Vision Statement.

Task 3. Downtown Community Framework Plan

Purposes: Develop a Framework Plan that supports the Downtown Community Vision; forms and articulates neighborhood-specific and community-wide actions and policies; sets the stage for implementing actions including the Urban Renewal Plan, as well as an overall design and land use concept. The Framework Plan will also identify development opportunity sites, infrastructure needs, potential amendments to existing plans and codes that address density, design guidelines, parking and other requirements.

The Framework Plan will address measures and provisions as appropriate for the downtown community and each neighborhood, including land uses, mixed uses, open spaces, live/work/play settings and environment; neighborhood or business area/activity node revitalization; physical sense of neighborhood identity; creating and restoring intra- and inter-neighborhood connections through transportation (roadways, bike, pedestrian, transit) and infrastructure improvements; designated neighborhood vitality center(s) such as schools, third-places, parks, retail enclaves, etc.; suggested development guidelines and implementation provisions for restoring significant

natural systems where appropriate; and densities that support Community investments and sustainability, as well as reflect neighborhood character and functions.

- 3.1 PMT meets to develop ideas and an initial conceptual Framework Plan. Identify potential activity nodes, landmarks, district edges, major pedestrian pathways, vehicular and service routes, transit links, and gateways as well as design principles based on desired objectives.
- 3.2 Conduct a half-day workshop with the DAC, other stakeholders, and the public to review the conceptual Framework Plan, pose alternatives, and potential catalyst sites. The workshop will result in a refined conceptual Framework Plan.
- 3.3 Prepare a draft Framework Plan that includes a final vision for the study area, boundaries for an Urban Renewal Area, and recommended strategies, actions, programs to address needs and opportunities. The plan will include actions specific to the Urban Renewal Area as well as areas outside of that boundary, phasing and preliminary costs of those actions, and responsibilities and possible funding sources. The plan also will identify opportunities and needs to be addressed throughout the study area such as catalyst site developments, parking and other needed infrastructure, recommended amendments to city codes and programs, and programs to improve living and business conditions in the area.
- 3.4 DAC meets to review and comment on draft Framework Plan and recommended implementation actions. TAC meets to review and comment on draft Framework Plan and recommended implementation actions.
- 3.5 *Note: This is an optional task.* Reconvene the developer's roundtable to obtain responses to suggested opportunity/catalyst sites and related infrastructure investments.
- 3.6 *Note: This is an optional task.* Working with public and private property owners, initiate development opportunity studies on three of the identified catalyst sites. Include preliminary site and development plans and pro forma analyses. Review city plans and codes to determine the feasibility of these opportunities under existing conditions, and identify actions to support or enhance them.
- 3.7 PMT meets to identify revisions to the draft Framework Plan, if needed. Revise the draft Framework Plan and prepare for the second public meeting.
- 3.8 Hold a second public meeting -- an open house for public review and comment on the draft Framework Plan, Urban Renewal Area boundaries and actions, recommended code changes or additions, opportunity sites, etc. (Note: If needed, hold meetings with specific stakeholder groups.)
- 3.9 Brief Planning Commission and City Council to obtain feedback. This briefing may include an "Urban Renewal 101" presentation, to set the stage for subsequent Planning Commission and City Council briefings and hearings related to urban renewal.

3.10 Make final revisions to the Framework Plan based on feedback.

Deliverables: Conceptual and draft Framework Plan including Urban Renewal Area boundary and actions; catalyst/opportunity site recommendations; draft implementation program; Planning Commission and City Council briefings; and summaries of public and committee meetings.

Task 4. Implementation: Urban Renewal Report and Plan

Purpose: Establish an Urban Renewal Committee (URC), and develop an Urban Renewal Report and Plan to provide resources for implementing the Urban Renewal District as defined by the Framework Plan, including coordination with other taxing jurisdictions. Note: As shown in the project schedule, develop and coordinate the Urban Renewal Plan concurrent with Task 5 efforts.

- 4.1 Convene an Urban Renewal Committee (12-15) people. The URC may simply be the DAC, or it may be composed of both DAC and non-DAC members. It will include representatives of appropriate taxing jurisdictions, and others, to guide and support the Urban Renewal Plan. The committee will meet throughout plan development to provide guidance.
- 4.2 Prepare draft preliminary financial feasibility study and other core elements of an Urban Renewal Report as required in ORS 457. The study will document (1) financial need for a district, (2) the likelihood that the area will meet the findings of “blight” as contained in state law, (3) a final preferred Urban Renewal Area (URA) boundary, (4) the structure and timing for activating an Urban Renewal Agency as afforded in state law, (5) willingness of taxing jurisdictions to participate, and (6) strategy and timeline for proceeding with development and adoption of the Urban Renewal Plan. Prepare the findings of the study for Committee, staff, and Council input and direction. Direction to proceed is typically granted by the elected board of the jurisdiction, in this case the City Council.

Assumptions:

- (a) Urban Renewal Area boundary will be provided through Tasks 2 and 3.
 - (b) In addition to outreach in Task 2, City will lead outreach with taxing jurisdictions prior to drafting the feasibility study.
 - (c) The Parametrix team will prepare (1) draft feasibility study for City review and comment and (1) final feasibility study report.
- 4.3 PMT meets to review and set the stage for a draft Urban Renewal Plan and Report for the Urban Renewal District. Define the Urban Renewal Area’s final boundary, length of existence, and maximum indebtedness requirements and the specific projects to be funded through TIF revenue.

- 4.4 Prepare materials and support the Urban Renewal Plan adoption process. Include ordinance preparation and legal guidance on the noticing requirements (i.e. the “super notice” and adoption notice).

Assumptions:

- (a) City responsible for generating mailing list for super notice and costs associated with reproduction and mailing of notice.
- (b) City responsible for preparing official Urban Renewal Area boundary map and obtaining boundary survey/legal description for Plan.
- (c) This task includes materials preparation only; consultant team attendance at adoption proceedings is included in other tasks.

- 4.5. Meet with the TAC and URC to review the draft Urban Renewal Report and Plan; secure input on drafts from county and school district (and other taxing jurisdictions as appropriate).

Assumptions:

- (a) Communitas can accommodate preparation and attendance at four (4) meetings for hours provided in this task.
- (b) Communitas will have eight hours available to assist City staff with taxing jurisdiction and other community outreach, outside of committee meetings.
- (c) City responsible for meeting logistics and providing meeting summaries.

Recommendation:

- (a) Meet with TAC and URC three times, specifically to review and address urban renewal elements, including goals and objectives, financial assumptions, district duration, and other details of the Urban Renewal Plan and Report.

- 4.6 Prepare draft Urban Renewal Plan and Report for presentation to the Planning Commission for review and input.

Assumptions:

- (a) Team will prepare (1) draft of Urban Renewal Plan and Report in accordance with ORS Chapter 457 requirements, for City review and comment and (1) final draft Urban Renewal Plan and Report. City’s staff will compile comments into single response to draft.
- (b) The main technical work covered in this task is the estimation of tax increment financing (TIF) revenue generation capacity for the Draft Feasibility study; these estimates will be refined for the Urban Renewal Plan. Estimating TIF revenue generation capacity for the URA will require detailed assumptions about redevelopment potential, timing and mix of future development, and the market value of future properties. While some of these assumptions will be generated in the market analysis in Task 2.4, they will need to be modified and refined to reflect the final boundary of the URA and other variables. We will estimate revenue generating capacity based on three redevelopment scenarios - aggressive, moderate, and conservative - and apply the assumptions to each of the parcels in the URA boundary using GIS. Each of these scenarios will need to be coordinated with any zoning changes that the Framework Plan and Implementation Strategies will recommend. The financial analysis of the Plan will include an identification of urban renewal projects and programs along with preliminary cost estimates.

Additional technical analysis will be required for the Urban Renewal Report, including demographic and other analysis of data collected in Task 2. We expect to draw as much information as possible from existing sources.

- 4.7 Present draft Urban Renewal Plan and Report to taxing jurisdictions for review and comment.
- 4.8 Present Urban Renewal Plan to the City Council for public hearing and adoption.

Deliverables: Draft and final Urban Renewal Plan and Report (as required under ORS 457), along with associated ordinances for Planning Commission review, taxing jurisdiction comment, and City Council action.

Task 5. Implementation: Strategies and Actions

Purpose: To further develop other actions identified in the Framework Plan. Some actions and strategies will address the entire study area, some may address needs outside the identified Urban Renewal Area, and others will be specific to the Urban Renewal District.

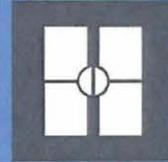
- 5.1 PMT meets to review the Framework Plan and provide direction, prioritize desired neighborhood and community-wide improvements and synchronize and reconcile such desired improvements with City land use development objectives for the community and to identify projects to be included in the Urban Renewal Plan (Task 4).
- 5.2 Work with the TAC and stakeholders to refine the recommended implementation actions, such as: amendments to codes, design guidelines, a storefront improvement program, sidewalk and lighting improvements in the neighborhoods and other infrastructure improvements; development policies and recommendations that promote sustainable design, construction and operation of new and rebuilt or refurbished buildings or infrastructure that acknowledge financial feasibility considerations; implementation strategies, including phasing, which promote and prioritize the strategic use of tax increment financing for public infrastructure improvements in neighborhoods that support affordable housing opportunities, business incubation, pedestrian, bike and public transportation, recreation opportunities and enhancement, sustainable building practices and environmental and natural resources/systems restoration or enhancement.
- 5.3 Conduct a code audit to give stakeholders a clear understanding of where the City's code currently supports their vision and where it falls short, e.g., density targets and possible building types and heights. Identify alternative recommendations and code sections that require changes, and articulate the rationale for the proposed alternative or recommendation.
- 5.4 Develop graphically-oriented architectural design guidelines or standards to ensure that proposed developments conserve and enhance the recognized values of the area. Consider

a two-track system -- either clear and objective standards, or one that meets the intent of the objectives but requires review by an appointed committee. Similar to the code audit, the design guidelines or standards should reflect the goals and objectives in the Framework Plan.

- 5.5 Hold final DAC and TAC meetings to review and comment on the refined recommendations.
- 5.6 Based on DAC and TAC feedback, prepare a draft Community Plan, including priority actions and phasing, and projects, staffing and investments needed to implement the plan.
- 5.7 Present to the Planning Commission for comment and recommendation. Depending on timing, this could be the same meeting described in task 4.
- 5.8 Prepare a final Community Plan and present to the City Council for adoption. Note: depending on timing this could be the same meeting described in task 4.

Deliverables: Downtown Community Plan, including recommendations that feature the elements and components described above in Tasks, 3, 4 and 5.

The Parametrix team believes the action plan can be completed in 10 to 12 months. Meeting this goal requires close coordination with the City and completing the Framework Plan (Task 3) in as short a period of time as possible. This will require careful planning and a concentrated series of activities. This then leaves time needed to develop the Urban Renewal Plan (task 4) and other strategies and actions (Task 5) for the downtown area. These two tasks should be done concurrently as they are interrelated; and both require close coordination with stakeholders (and other taxing jurisdictions in the case of the Urban Renewal Plan), and public hearings and actions by both the Planning Commission and City Council.



City of Hillsboro
Parks and Recreation
November 2008 Bond Measure

Parks and Recreation Bond Measure

Consider recommendation to place parks and recreation measure on November 2008 ballot

Background:

Completion of Master Plan for 53rd Avenue Community Park

Task Force Finalized Recreation Center Design at 53rd

Bond Needed to Move Forward on Center

Other Park Improvements Seen as Vital in Bond Package

Parks and Recreation Bond Measure

Overall Bond Package:

Indoor Recreation Center \$39.5 million
(including sustainability allowance of approx. \$3 million)

Other Park Improvements \$5 million

Total Approximate Measure \$44.5 million

Individual Cost:

Estimated \$.41 cents per \$1,000, or \$68 annual
increase on home assessed at \$160,000 or
approximately \$350,000 market value.

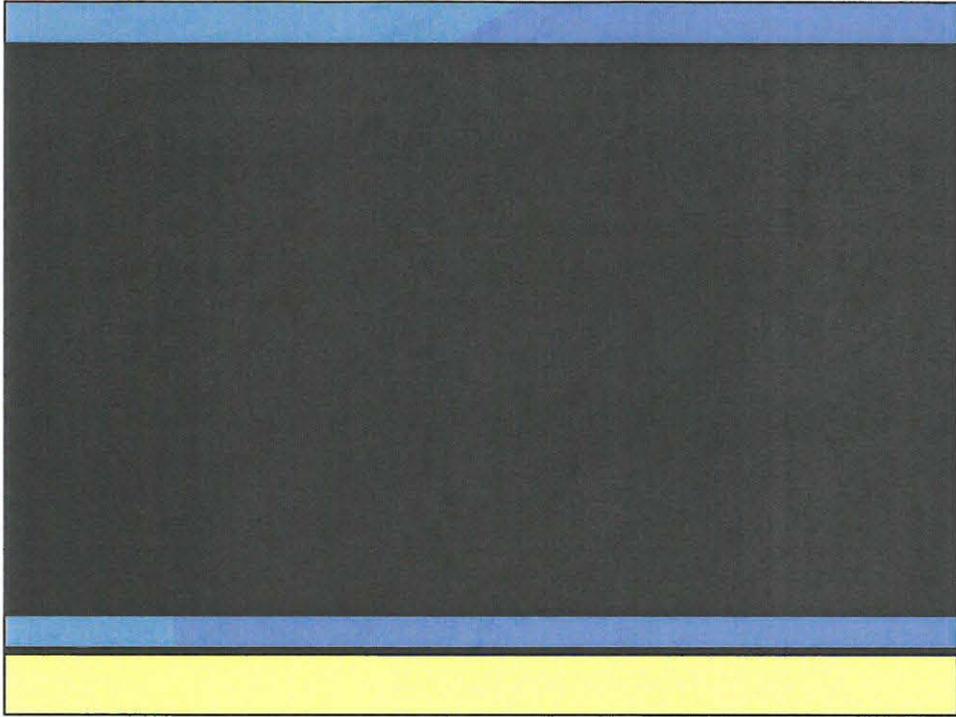


Hillsboro 53rd Avenue Recreation Center
Aquatics Study

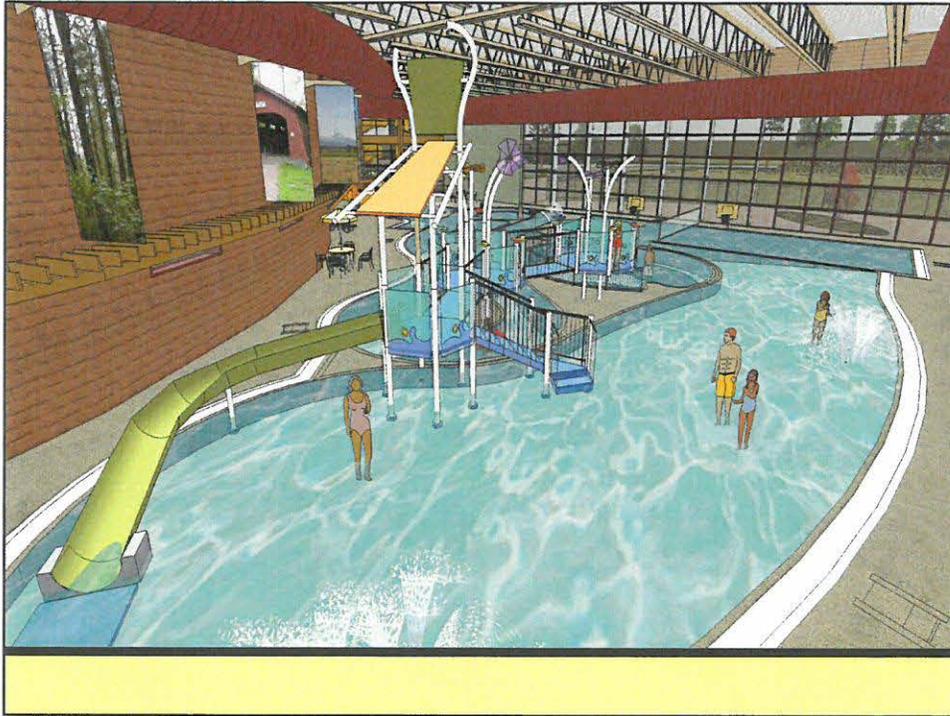


Parks and Recreation Bond Measure

Review Indoor Recreation Center and Other Park
Improvements







Indoor Recreation Center Overview:

121,000 Square Feet

7,000 square foot leisure pool, two basketball courts, climbing wall, children's indoor playground, teen space, jogging/walking track, fitness area, indoor soccer field, four tennis courts, Tuality wellness center, locker rooms, staff spaces, storage, party rooms, and community meeting room with kitchen

Expandable in future to include 50 meter pool, racquetball, golf practice area, and indoor skate park

Other Park Improvements

Turner Creek Park

Construction of a park shelter, restroom building and plaza

Patterson Street Park (Drake Lane Properties)

Construction of a segment of the Rock Creek Regional Trail, interpretive facilities, restrooms, a shelter and plaza

Jackson Bottom Wetland Preserve

Construction of trail improvements and interpretive facilities

Frances Street Park and McKinney Park

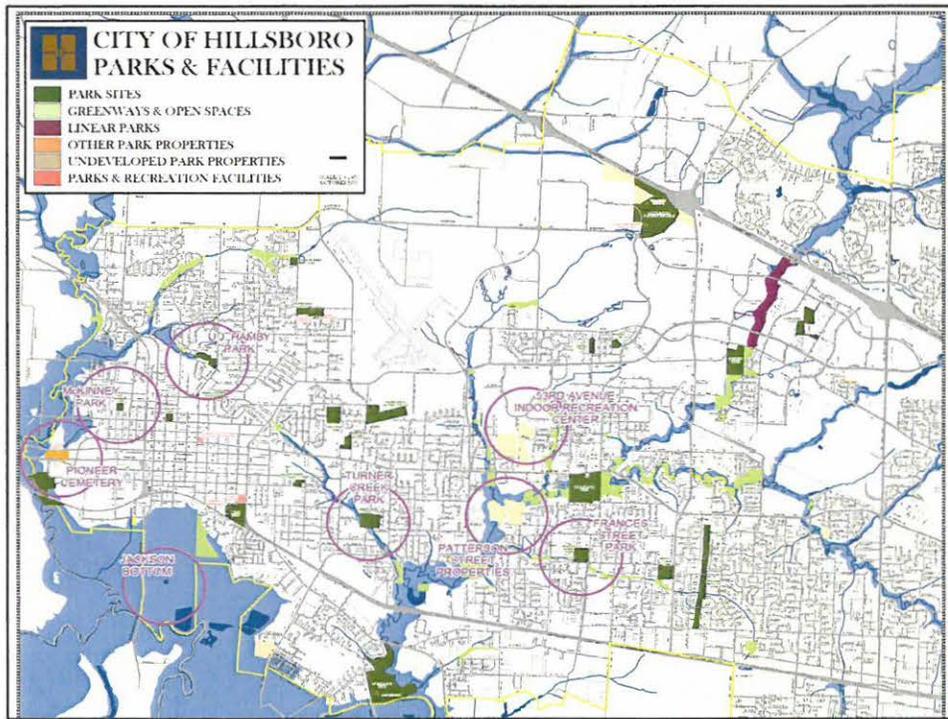
Construction of a water play fountain at each park

Hamby Park

Construction of a new restroom building, renovation of an existing shelter and walkway improvements

Hillsboro Pioneer Cemetery

Construction of security lighting, fencing, interpretive signage and walkway improvements



Survey Results

Reality: Nothing unique in our results- many agencies facing uphill battle at the poll, and no surprise recent tax increase a major issue (42% of "no" for this reason)

Specific Areas:

1. Overall bond support (entire package at \$75 per home): 47%-51%
2. Other Park Improvements: 56% overall support
 - Jackson Bottom (60%)
 - Drake Lane (Patterson St.) Nature Park (55%)
 - Spray Parks (McKinney and Frances St.) (41%)
3. Most supportive group: 18-34 yr old population (70% overall bond support)
4. Least supportive: Males over 45, Republicans
5. Key factor: 57% are still not aware of project

Next Steps

- Council action this evening
- Advertise measure information in paper-objections by July 11
- Continue to define Tuality Partnership
- Election filing July 14 or 15
- City Bond Information Material Development and Distribution
- Bond Election in November

Action Requested from Council:

Placement of Measure on the November 2008 Ballot

Discussion

Downtown Hillsboro Community Plan

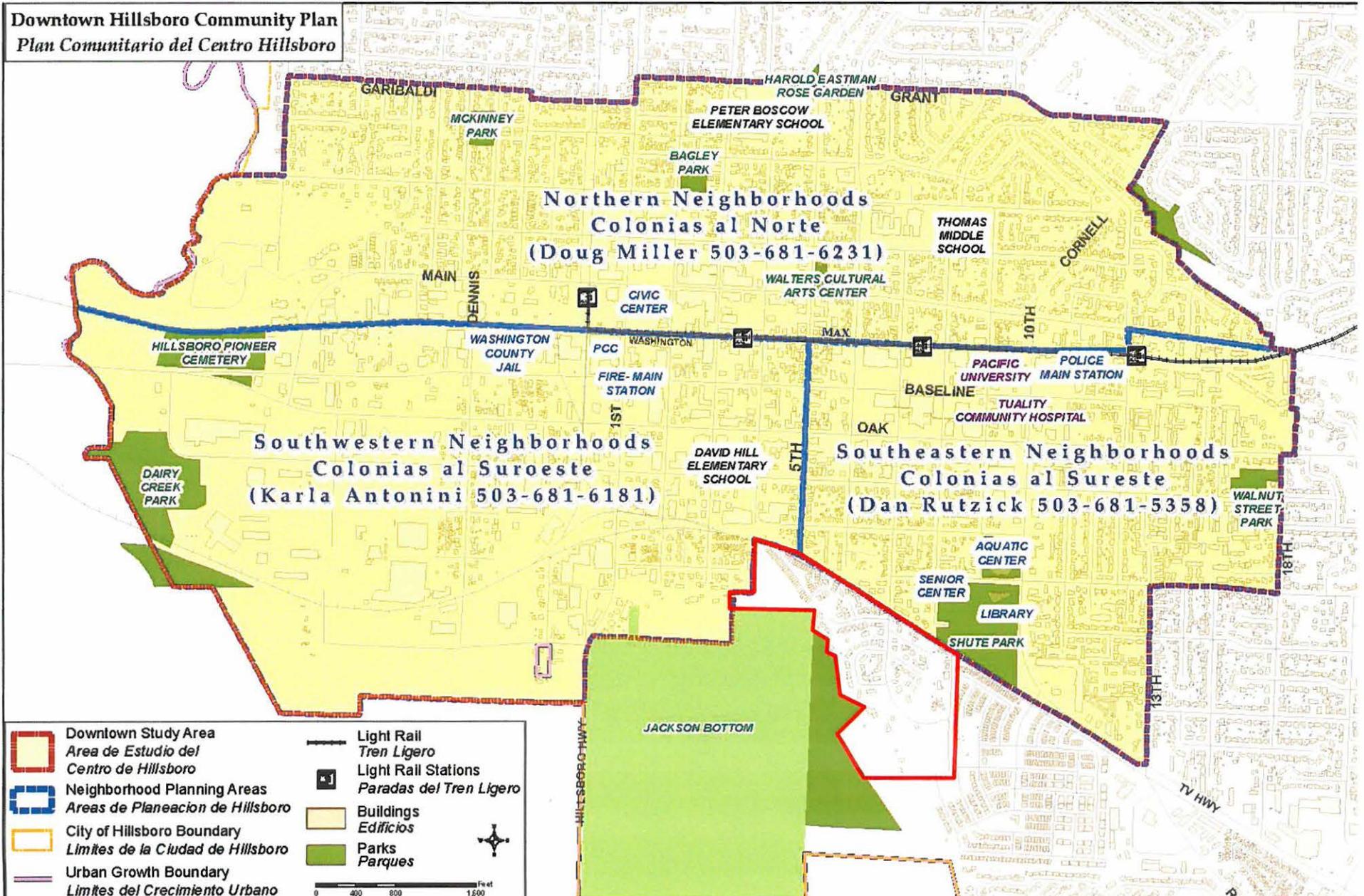


**Joint City Council /
Planning Commission
Work Session
July 1, 2008**



■ Downtown Hillsboro Community Plan

Downtown Hillsboro Community Plan
Plan Comunitario del Centro Hillsboro



■ Downtown Hillsboro Community Plan

Community Profile

Land Profile

Building Use, Improvement to Land Value
Significant Ownership, Cultural Resources
Water, Sanitary Sewer, Storm Water Infrastructure
Parking, Transportation, Sidewalks

Resident Profile

Population, Ethnicity, Foreign Born Persons
Employed Persons, Persons in Poverty
Median Family Income, Age, Education
Household Size, Residents with Disabilities

Housing Profile

Units, Tenure, Sales Price, Housing Unit Year Built
Regulated Affordable Housing

Business and Employment Profile

Business Statistics
Business Characteristics
Employment Data

■ Downtown Hillsboro Community Plan

Public Involvement Strategy

Three planning sub areas and sub area liaisons:

- **Northern Neighborhoods – Doug Miller, Urban Planner II**
- **Southeastern Neighborhoods – Dan Rutzick, Urban, Planner I**
- **Southwestern Neighborhoods – Karla Antonini, Urban Planner III**

The Public Involvement Strategy will include:

- **Neighborhood Introductory Workshops – End of June**
- ***Downtown Focus* camera project – Early July**
- **Review findings, craft Vision, discuss tools – End of July**
- **Draft Framework Plan with policies and actions - September**
- **Draft Community Plan – November**
- **Satellite offices in the neighborhoods for drop-in discussion**
- **News Bulletins every three weeks as well as four Newsletters**
- **Project website**

■ Downtown Hillsboro Community Plan

June Community Workshop Findings

Southwestern Neighborhoods Workshop – June 25

- Like the livability Hillsboro offers & variety of shops downtown; not a mall
- New investment in Civic Center & Venetian are positives
- Concerns over neighborhood crime, instability, code enforcement
- Zoning allows for business activity at residences – don't want to change
- Street lighting is inadequate



■ Downtown Hillsboro Community Plan

June Community Workshop Findings

Northern Neighborhoods Workshop – June 28

- **Neighborhoods are walkable, safe, with diverse housing**
- **Parking in the neighborhoods is a major issue**
- **Commercial shouldn't encroach into historic areas on Main & Jackson**
- **Encourage mixed-use in downtown core & appropriate in-fill**
- **Seek a balance between vibrant core & preservation of neighborhoods**
- **Incorporate Sustainability Principles in Community Plan**



■ Downtown Hillsboro Community Plan

June Community Workshop Findings

Southeastern Neighborhoods Workshop – June 30

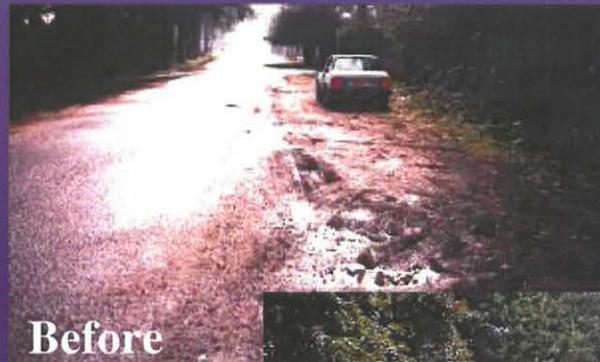
- Feel that the heart of Hillsboro is in its Downtown
- Enjoy being within close walking distance to almost everything
- Would like to see tree protection/preservation and plantings
- Need more neighborhood activities for youth and adults
- Fast moving traffic near schools is dangerous for students
- Concerns about personal security, theft, and graffiti
- Should actively encourage the creation of Neighborhood Groups and Neighborhood Watch Programs



What is Urban Renewal?

A program that provides for public investments to help a community overcome challenges and to create jobs, housing, and commercial activity.

- Bricks & Mortar
- Public-Private Partnerships
- Tax Increment Financing



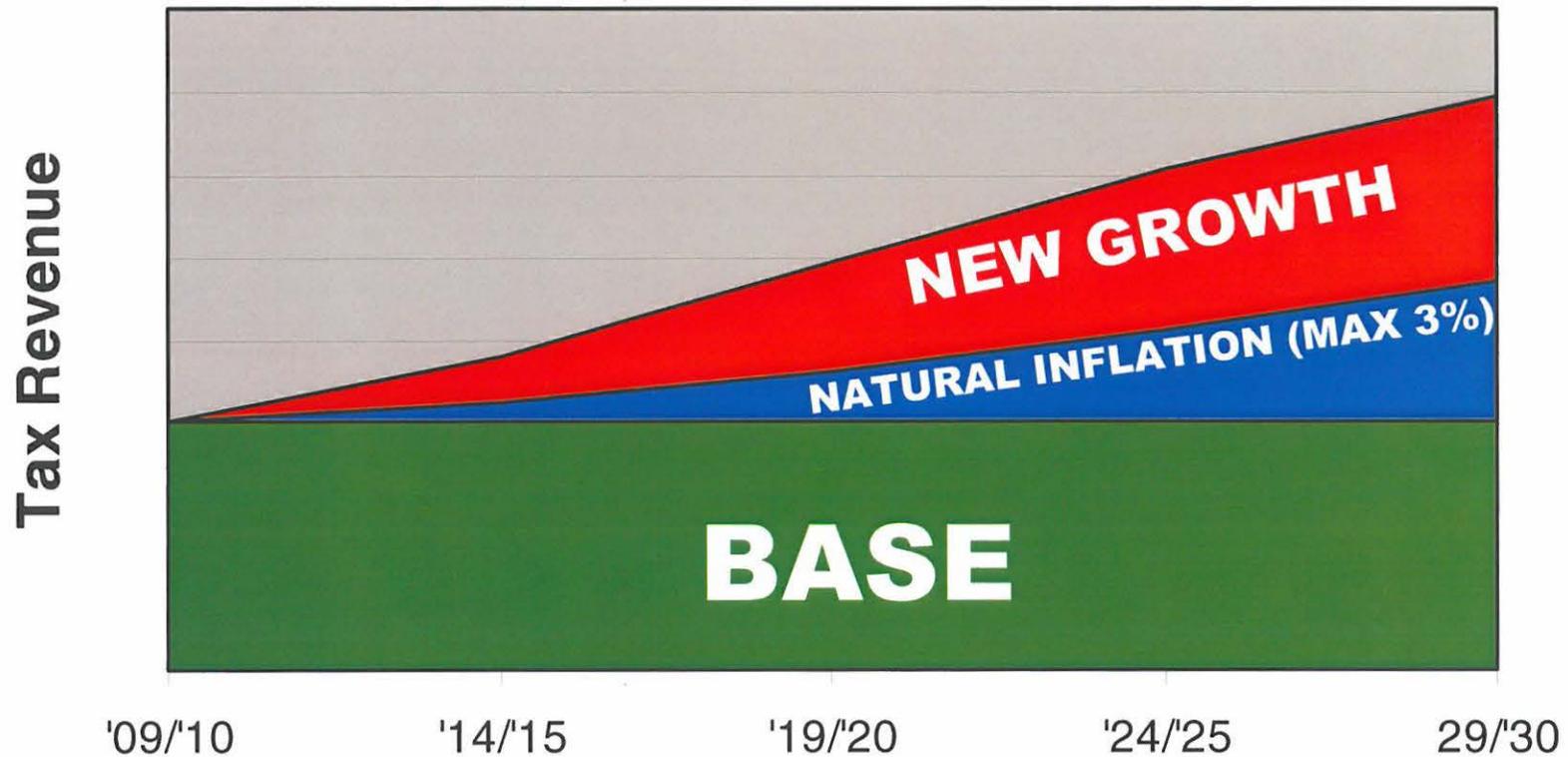
Tax Increment Financing (TIF)

Important Facts

- TIF is not a new tax
- Urban Renewal uses TIF, not a new tax, to pay for projects
- Projects are phased as TIF revenues become available
- A portion of taxes generated from the Urban Renewal Area, will be used to improve the Urban Renewal Area

Tax Increment Financing

Example of Tax Increment Growth



The Urban Renewal Plan

Contents of the Plan

- Goals & objectives - framework
- Map of area
- Projects
- Consistent with City plans, policies, and goals
- Maximum indebtedness and expiration date
- Properties to acquire

Report to the Plan

- Technical Appendix



The Urban Renewal Plan

Adoption Process

- Urban Renewal Work Group or similar citizen committee
- Planning Commission
- Taxing bodies
- County Board of Commissioners
- HEDC/City Council

