CITY OF HILLSBORO
FINANCE COMMITTEE

Preliminary Agenda

Sign language interpreters and Assistive Listening Devices (ALD)
are available and can be scheduled for this meeting.
To obtain this service, please call (503) 681-6100, 48 hours prior to the meeting.

Public comment on agenda items is limited to three minutes.

5:30 PM **Tuesday, November 8, 2011**
Civic Center Conference Room C207 **Regular Meeting**
150 E. Main St.

CALL TO ORDER

Consider minutes: October 11, 2011

1. ITEMS FOR RECOMMENDATION TO CITY COUNCIL:

A. Consider forwarding a recommendation to City Council to approve two additional regular, full-time positions and reclassify one full-time position for the Parks and Recreation Department effective immediately, authorize the transfer of any necessary appropriations for Fiscal Year 2011-12, and add the following PERS-eligible positions to the 2011-12 Pay Plan: (Unbudgeted item) *Staff Report – Debbie Hazel and Wayne Gross*

1. *Senior Center Manager* (reclassification) – $5,174 to $6,605 per month (Pay Range 21)
2. *Administrative Assistant II* – $3,120-$3,983 per month (Pay Range 14)
3. *Custodian* – $2,336-$2,982 per month (Pay Range 10)

B. Consider forwarding a recommendation to City Council to approve a contract with Accela, Inc. for the Enterprise Land Information System (ELIS) software solution in an amount not to exceed $616,000, and authorize the Mayor and City Recorder to execute the documents (subject to City Attorney review). (Budgeted item) *Staff Report – Carol Brown*

C. Consider forwarding a recommendation to City Council to adopt an ordinance amending Hillsboro Municipal Code Sections 3.28.090 and 3.28.100 to clarify collection procedures for system development charges (SDC) and clarify hearing procedures for delinquent charges. *Staff Report – Suzanne Linneen*

D. Consider forwarding a recommendation to City Council to approve grant awards for the community services grant program for Fiscal Year 2011-12. (Budgeted item) *Staff Report – Chris Hartye*

2. ITEMS FOR FINANCE COMMITTEE ACTION:

A. None.

3. ADVICE/INFORMATION ITEMS:

A. Hillsboro Economic Development Partnership and Visitors' Information Center Quarterly Report – *Chamber Business Development Coordinator Jon-Michael Kowertz*

B. Monthly Investment Report – September 2011