HILLSBORO CITY COUNCIL AGENDA

Tuesday, November 20, 2012

6 PM
Hillsboro Civic Center Conference Room C113B&C

Work Session
150 E. Main Street

7 PM
Hillsboro Civic Center Auditorium

Regular Session
150 E. Main Street

Mayor Jerry W. Willey

Council President Aron Carleson

Councilor Mike Castillo

Councilor Steve Callaway

Councilor Nenice Andrews

Councilor Olga Acuña

Councilor Darell Lumaco

To prepare to address the Council, please review the City Council Meeting Public Comment Guidelines located on the table in the back of the room and posted at www.ci.hillsboro.or.us/CityCouncil/CouncilMeetings.aspx. All testimony is electronically recorded. You are not required to give your address when speaking to the City Council, only your name.
Public participation is encouraged.

Ordinances, resolutions and orders marked with an asterisk will not be read in full unless requested by a member of the City Council. Copies were distributed to the councilors, and are available in the white binder on the table in the back of the room.

SEE ATTACHED AGENDA ***Posted – November 15, 2012***

Sign language interpreters are available, at no cost, and can be scheduled for this meeting. To obtain this service, please call 503-681-6100 or TTY 503-681-6284, 72 hours prior to the meeting. Assistive Listening Devices (ALD) are available at the meeting. Please see the City Recorder who is seated at the left side of the platform at the front of the room.

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For online meeting materials, Mayor and City Councilor bios and more, visit www.ci.hillsboro.or.us/CityCouncil.

MISSION STATEMENT

The City of Hillsboro is dedicated to providing visionary leadership, delivering responsive municipal services, and fostering collaborative partnerships that enhance Hillsboro's hometown livability.

WORK SESSION – 6 PM – CONFERENCE ROOM C113B&C

A. Legislative Update – presented by Legislative Aide Patrick Ribellia, Administration Management Analyst Andrew Bartlett and consultants from McBee Strategic and Tonkon Torp

REGULAR SESSION – 7 PM – AUDITORIUM

PLEDGE OF ALLEGIANCE – Council President Aron Carleson

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. Approve minutes: November 6, 2012

B. Schedule a special Council executive session, Monday, December 10, 7 PM, Civic Center Conference Room C207.

C. Approve an intergovernmental agreement with Washington County for the South Hillsboro/Cornelius Pass Road/Tualatin Valley Highway rail crossing, and authorize the Mayor and City Recorder to execute the documents.

D. Adopt a resolution authorizing a telecommunications franchise agreement with LightSpeed Networks, Inc. for use of the City's rights-of-way under Hillsboro Municipal Code Subchapter 5.76, and authorize the Mayor and City Recorder to execute the documents. **Resolution No. *2423 is available.** (Finance Committee recommendation)

E. Acting as Contract Review Board, grant a sole source exemption for the purchase of consulting services, and approve a contract with Tonkon Torp LLP in an amount not to exceed $68,000 for Fiscal Year 2012-13, $102,000 in Fiscal Year 2013-14 and $102,000 in Fiscal Year 2014-15, pending budget approval, and authorize the Mayor and City Recorder to execute the documents. (Finance Committee recommendation)

F. Approve a five-year lease extension with Zurbrugg/McKinney & McKinney to then sublease the space to Sequoia Gallery and Studios, and authorize the Mayor and City Recorder to execute the documents. (Finance Committee recommendation)

G. Approve a memorandum of understanding with the Hillsboro School District to allow for continued funding from the school district for one School Resource Officer, and authorize the Mayor and City Recorder to execute the documents. (Finance Committee recommendation)

H. Approve a professional services contract with Fox Lawson & Associates for a Citywide classification and compensation study, and authorize the City Manager to execute the documents. (Finance Committee recommendation)

I. Adopt a resolution that establishes the schedule of purchasing requirements and signature authority for goods and services, professional services and public improvements as an administrative rule. **Resolution No. *2424 is available.** (Finance Committee recommendation)

J. Approve the following cost-neutral reorganizational changes in the Fire Department, due to operational needs, effective the pay period beginning November 26, 2012: (Finance Committee recommendation)

1. Reclassify the budgeted *Fire Administrative Chief* position (Pay Range 25) to a *Deputy Fire Chief* position at a PERS-eligible Pay Range 26 ($7,638 to $9,748 per month);
2. Reclassify the budgeted *Public Information/Education Officer* position (Pay Range 22) to a *Community Outreach Manager* position at a PERS-eligible Pay Range 24 ($6,611 to $8,438 per month);
3. Reclassify the budgeted *Fire Community Education Program Assistant* International Association of Fire Fighters (IAFF) bargaining unit position to a *Public Information Officer* position (non-represented) at a PERS-eligible Pay Range 18 ($4,286 to $5,469 per month);
4. Reclassify the one budgeted *Battalion Chief* position (Pay Range 24) to a *Training Division Chief* position at a PERS-eligible Pay Range 25 ($7,102 to $9,065 per month);
5. Reclassify the one budgeted *Battalion Chief* position (Pay Range 24) to a *Logistics Division Chief* position at a PERS-eligible Pay Range 25 ($7,102 to $9,065 per month);
6. Reclassify the budgeted *Fire Logistics Technician* position from Pay Range 14 to an IAFF bargaining unit position at a PERS-eligible Pay Range ($3,640 to $4,646);
7. Add one new *Crisis Intervention Officer/Chaplain* position at a PERS-eligible Pay Range 18 ($4,286 to $5,469 per month); and
8. Eliminate the vacant, budgeted *Fire Marshal* position at a PERS-eligible Pay Range 25.

K. Reclassify the budgeted, vacant *Street Maintenance Supervisor* position (Pay Range 21) to a *Public Works Superintendent* position at a PERS-eligible Pay Range 23 ($6,147 to $7,846 per month), and authorize the necessary transfer of appropriations effective immediately. (Finance Committee recommendation)

L. Approve grant awards for the Community Services Grant Program for Fiscal Year 2012-13: (Finance Committee recommendation)

Agency	Amount
Adelante Mujeres	$2,000
Bienestar	$2,000
The Shadow Project	$2,000
Tualatin Valley Workshop	$900
Meals On Wheels People	$2,500
Oregon Food Bank	$5,000
CASA For Children	$2,000
Domestic Violence Resource Center	$5,500
Elders In Action	$1,500
Impact NW	$2,000
Sexual Assault Resource Center	$3,000
The Dougy Center	$2,000
Youth Contact	$5,000
Essential Health Clinic	$5,000
Virginia Garcia	$2,500
Boys & Girls Aid	$5,500
Community Action	$5,500
Open Door Counseling Center	$1,600
Rebuilding Together Washington	$2,500
Salvation Army	$2,500
Shelter at Orenco Station	$1,000
Lifeworks NW	$1,500
HomePlate	$2,000
Total	**$65,000**

2. PRESENTATIONS AND APPOINTMENTS:

A. Student presentation from Hillsboro Online Academy

3. PUBLIC HEARINGS: (*Please fill out the card on the table in the back of the room and give it 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.)

A. Consider Finance Committee recommendation to adopt the amended public contracting regulations adding qualification based selection language to Hillsboro Municipal Code Subchapter 2.56. (The ordinance will be considered as Item 5D.)

4. UNFINISHED BUSINESS:

A. None.

5. ORDINANCES

FIRST READING:

A. Consider adopting an ordinance adding a new Subchapter 6.36 to the Hillsboro Municipal Code regarding biodiesel manufacturing. **Ordinance No. *6035 is available.**

B. Consider adopting an ordinance amending Subchapter 5.16 of the Hillsboro Municipal Code, relating to City review of applications for liquor licenses. **Ordinance No. *6036 is available.**

C. Consider adopting an ordinance repealing Subchapter 8.32 of the Hillsboro Municipal Code, relating to aircraft. **Ordinance No. *6037 is available.**

D. Consider Finance Committee recommendation to adopt an ordinance repealing Subchapter 2.56 of the Hillsboro Municipal Code, and adopting a new Subchapter 2.56 of the Hillsboro Municipal Code relating to public contracts. **Ordinance No. *6038 is available.**

SECOND READING:

E. Annexation 6-08 Island Annexation (Voluntary): Consider adopting an ordinance amending Ordinance No. 5932 to correct the identified tax lots to be withdrawn from Tualatin Valley Water District, and declaring an emergency. (The first ordinance reading was approved on October 16, 2012.) **Ordinance No. *6033 is available.**

F. Annexation 6-08: Island Annexation (Involuntary): Consider adopting an ordinance amending Ordinance No. 5905 to correct the identified tax lots to be withdrawn from Tualatin Valley Water District, and declaring an emergency. (The first ordinance reading was approved on October 16, 2012.) **Ordinance No. *6034 is available.**

6. NEW BUSINESS:

A. Consider approving a purchase and sale agreement with the Port of Portland for purchase of right-of-way for Veterans Drive Phase 2 street improvements in an amount not to exceed $185,000, dedicate the property as public right-of-way, accept vacated right-of-way from the Port and convey it back to the Port, and authorize the Mayor and City Recorder to execute the documents (subject to City Attorney review).

B. Consider endorsement of liquor license application: *(This request has been reviewed by the Police Department and no objections have been filed.)*

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

1. Jasmine Thai Cuisine, 180 E Main St, Ste 105 – Change of Ownership – Limited on-premises sales

7. COMMUNICATION AND NON-AGENDA ITEMS: (Persons wishing to speak on matters not on the agenda may be recognized at this time. *Please fill out the card on the table in the back of the room and give it 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.)

8. CITY MANAGER REPORT

9. ADVICE/INFORMATION ITEMS:

A. Receive written update on the City's electric vehicle program and recognition from the National League of Cities.

B. Receive written staff memorandum regarding the Metro draft 2035 household and jobs forecasts.

10. WORK SESSION (Item A will be discussed in work session preceding regular session in conference room C113B&C at 6 PM):

A. Legislative Update – presented by Legislative Aide Patrick Ribellia, Administration Management Analyst Andrew Bartlett and consultants from McBee Strategic and Tonkon Torp

11. EXECUTIVE SESSIONS (Items A and B will be discussed following regular session in conference room C113B&C) (*No action may be taken in executive session. If action needs to be taken, the Council will do so in regular session*):

A. ORS 192.660(2)(f) – to consider information or records that are exempt by law from public inspection

B. ORS 192.660(2)(f) – to consider information or records that are exempt by law from public inspection