



Hillsboro School District 1J

July 11, 2019
Board Meeting

Board of Directors

Lisa Allen • Martin Granum • See Eun Kim • Erika Lopez • Yadira Martinez • Jaci Spross • Mark Watson

Student Representatives to the Board of Directors

Danny Adzima • Maria Isabel Aguilar Alvarado • Andrew Goodwin

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS
Administration Center, 3083 NE 49th Place, Hillsboro, OR

Board Meeting Agenda
July 11, 2019
12:00 PM

1. **12:00 PM - Special Session**

A. **Executive Session**

1. ORS 192.660(2)(h)—Consider Legal Counsel Concerning Rights and Duties
Related to Current or Anticipated Litigation
Time: 12:00 PM, 10 minutes

B. **Work Session**

1. Update Regarding Easement and Dedication Processes 3
Presenter: Adam Stewart
Time: 12:10 PM, 10 minutes
2. ACTION: Dedication Deed to City of Hillsboro for 3' along Satellite 5
Transportation / Maintenance Facility Jacobsen Road Frontage
Presenter: Adam Stewart
Time: 12:20 PM, 5 minutes
3. Construction Schedule and Update 11
Presenter: Adam Stewart
Time: 12:25 PM, 5 minutes
4. ACTION: Approve Retirement Agreement 12
Presenter: Kona Lew-Williams
Time: 12:30 PM, 5 minutes

C. **Adjourn**

Time: 12:35 PM

2. **Next Meetings of the Board of Directors:**

- August 5, 2019 - Full-Day Work Session / Retreat
- September 10, 2019 - Work Session

HILLSBORO SCHOOL DISTRICT 1J
July 11, 2019
UPDATE REGARDING EASEMENT AND DEDICATION PROCESSES

SITUATION

Many of the District's bond construction projects require agreements with other agencies regarding easements, private utilities, lot line adjustments, dedication deeds, and other types of property-related issues. This report provides an overview of the procedures for processing and authorizing these items and signing agreements on behalf of the District.

Dedication Deed: A requirement by a jurisdiction to convey property for a public use; the dedication deed will specifically state the purpose for which the property will be used. For the School District, this is generally property required by the City or County for sidewalks or other street improvements. For instance, during the May 28th School Board meeting, the Board approved a dedication deed that gave the City of Hillsboro a 13-foot piece of District property along the entire Drake Street frontage at Century High School, which is "intended for public road, highway, sidewalk and/or similar purposes."

All dedication deeds or other instruments that convey the ownership of property from the District to another entity require School Board approval and will be included on a Board meeting agenda.

Easements: A property right that grants the City/County/Utility access to District property for a specific purpose. Many of the District's bond / construction projects include the installation of new storm water detention, sewer connections, electrical services, etc., which require an easement to the service agency to allow them to access District property for maintenance and repairs. The easement will include a legal description of where on the property the City/County/Utility has access to District property and will also specify whether or not any monetary consideration is being paid for the easement.

Because these easements are not conveying property ownership, these documents are signed by District staff, generally the Capital Projects Officer, Chief Financial Officer, or Superintendent.

All of these documents, whether they are dedication deeds, easements, private utility agreements, or other types of agreements, are reviewed by District legal counsel to ensure that the District is legally protected. Easement and private utility agreements are also reviewed by engineering consultants to ensure that they are appropriate and meet District needs.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to this report and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
July 11, 2019
DEDICATION DEED TO CITY OF HILLSBORO FOR 3' ALONG SATELLITE
TRANSPORTATION/MAINTENANCE FACILITY JACOBSEN ROAD FRONTAGE

SITUATION

One of the conditions of the land use approval for the construction of the Satellite Transportation/Maintenance Facility was that the District provide the City of Hillsboro with a 40' right-of-way along the school property. The property currently has a 37' right-of-way dedication, so the District needs to dedicate an additional 3' strip of land along the frontage of Jacobsen Road to meet this condition. This right-of-way is "intended or used for public road, highway, sidewalk and/or similar public purposes."

Attached is a copy of the dedication deed and map showing the area to be dedicated.

RECOMMENDATION

The Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors authorize the Capital Projects Officer to sign the dedication deed for the property described in Exhibit A and depicted in Exhibit B to the City of Hillsboro.

After recording, return to:

City of Hillsboro, Engineering Division
Attn: City Recorder
150 East Main Street
Hillsboro, OR 97123

**Until a change is requested, all
Tax statements shall be sent to:
NO CHANGE IN TAX STATEMENTS**

Project: HSD Transportation and Support
Case file: DR-082-18
Location: T 1 N, R 2 W, SW ¼ of Section 14
Date Prepared: June 5, 2019

Dedication Deed

Hillsboro School District 1J, Grantor, hereby grants, conveys, dedicates, and warrants to the City of Hillsboro, an Oregon municipal corporation (City), its successors and assigns, the real property described as Parcel 1, Exhibit "A" and shown on Exhibit "B", free from all monetary liens or encumbrances for public right-of-way purposes. The City (and other entities or persons the City deems appropriate) shall have the perpetual right to construct, improve, operate and maintain a public right-of-way (and such other uses deemed by the City not to be incompatible therewith) across, under and on the property described as Parcel 1, Exhibit "A" and shown on Exhibit "B", provided said right-of-way is intended or used for public road, highway, sidewalk and similar public purposes.

Grantor hereby grants to the City of Hillsboro, its successors and assigns, a permanent easement through, under and along the premises described as Parcel 2, Exhibit "A" and shown in Exhibit "B", attached hereto, together with the right to construct, maintain, replace, reconstruct and remove, a permanent Public Utility system, and all appurtenances thereto, and to cut and remove any trees or other obstructions, to perform other activities which may be convenient or necessary to complete construction or maintenance of the system. The City shall restore the premises or improvements disturbed by the City to a condition equivalent to or better than that which existed prior to such disturbance. If such restoration is not practicable, the City shall then pay reasonable compensation to the owner of the property. This permanent Public Utility easement shall run with the land and will be binding on both parties and their respective heirs, successors, and assigns. No structure shall be erected upon, above or below the permanent easement without the written consent of the Public Works Director of the City of Hillsboro.

Notice of right to just compensation and waiver of such right is attached hereto as Exhibit "C".

The true consideration for this conveyance consists of approval of the City of Hillsboro Land Use Action DR-082-18. (ORS 93.030)

Dated as of _____, 20__

GRANTOR

Hillsboro School District 1J

By: _____ STATE OF Oregon)
County of Washington)

This instrument was acknowledged before me on the _____ day of _____, 20____

By: _____

Notary Public for _____

My commission expires: _____

APPROVAL AND ACCEPTANCE BY THE CITY OF HILLSBORO (ORS 93.808)

The City of Hillsboro hereby approves and accepts the foregoing

dedication this _____ day of _____, 20____

City Manager

EXHIBIT "A"
HILLSBORO SCHOOL DISTRICT
TRANSPORTATION FACILITY



PARCEL 1

RIGHT OF WAY DEDICATION

A TRACT OF LAND BEING A PORTION OF THOSE TRACTS OF LAND CONVEYED TO HILLSBORO SCHOOL DISTRICT 1J, BY STATUTORY WARRANTY DEED RECORDED NOVEMBER 29, 2001, IN DOCUMENT 2001-123432, WASHINGTON COUNTY BOOK OF RECORDS, LOCATED IN THE SOUTHWEST ONE-QUARTER OF SECTION 14, TOWNSHIP 1 NORTH, RANGE 2 WEST, WILLAMETTE MERIDIAN, WASHINGTON COUNTY, OREGON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE WESTERLY LINE OF THE 100 FOOT WIDE RIGHT OF WAY OF THE OREGON ELECTRIC RAILWAY AS CONVEYED IN DEED BOOK 95, PAGE 239, AND THE CENTERLINE OF THE 60 FOOT WIDE RIGHT OF WAY OF NW JACOBSON ROAD PER THE PLAT OF BENDEMEER, VACATED PER DOCUMENT 2001-043245 AND AS SHOWN ON THAT WASHINGTON COUNTY RECORD OF SURVEY NO. 30420; THENCE NORTH $88^{\circ}16'38''$ WEST 303.92 FEET ALONG THE CENTERLINE OF SAID VACATED RIGHT OF WAY, 30 FEET EACH SIDE OF THE CENTERLINE TO AN ANGLE POINT; THENCE SOUTH $67^{\circ}06'59''$ WEST 1378.46 FEET ALONG SAID CENTERLINE WITH THE RIGHT OF WAY LINES BEING 20.20 FEET NORTH AND 39.80 FEET SOUTH OF THE CENTERLINE, TO THE INTERSECTION POINT WITH THE NORTHERLY RIGHT OF WAY LINE OF NW JACOBSON ROAD, DEDICATED PER THAT DOCUMENT NO.2001-013658, SAID INTERSECTION POINT BEING 37 FEET NORTHERLY FROM THE CENTERLINE THEREOF WHEN MEASURED PERPENDICULAR THERETO AND ON A 1162.00 FOOT RADIUS NON-TANGENT CURVE TO THE RIGHT THE CENTER OF WHICH BEARS SOUTH $3^{\circ}07'22''$ WEST; AND THE **POINT OF BEGINNING**, OF A 3.00 FOOT WIDE STRIP OF LAND FOR RIGHT OF WAY DEDICATION, THE SOUTHERLY LINE OF SAID STRIP BEING DESCRIBED AS FOLLOWS:

THENCE EASTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE 342.78 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF $16^{\circ}54'07''$ WITH A CHORD OF SOUTH $78^{\circ}25'34''$ EAST 341.54 FEET TO THE BEGINNING OF A 1088.00 FOOT RADIUS REVERSE CURVE TO THE LEFT; THENCE EASTERLY 345.36 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE $18^{\circ}11'13''$ WITH A CHORD OF SOUTH $79^{\circ}04'07''$ EAST 343.91 FEET; THENCE CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE SOUTH $88^{\circ}09'44''$ EAST 561.88 FEET TO THE BEGINNING OF A 1162.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE EASTERLY 307.44 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF $15^{\circ}09'34''$ WITH A CHORD OF SOUTH $80^{\circ}34'57''$ EAST 306.55 FEET TO THE **POINT OF TERMINUS** BEING A POINT ON THE WESTERLY LINE OF THAT SAID 100 FOOT WIDE RIGHT OF WAY TO OREGON ELECTRIC RAILWAY; AT SAID POINT THE CENTER OF SAID 1162.00 FOOT RADIUS CURVE BEARS SOUTH $16^{\circ}59'50''$ WEST.



THE NORTHERLY LINE OF SAID 3.00 FOOT WIDE STRIP TO SHORTEN OR LENGTHEN TO THE SIDELINES OF SAID DOCUMENT 2001-123432, CONTAINING 4,663 FEET MORE OR LESS.

PARCEL 2

PUBLIC UTILITY EASEMENT

AN 8.00 FOOT WIDE STRIP OF LAND LYING NORTHERLY OF, PARALLEL AND CONCENTRIC WITH AND ADJOINING THE NORTHERLY LINE OF PARCEL 1 AS DESCRIBED ABOVE. THE SIDELINES OF SAID 8.00 FOOT WIDE STRIP TO SHORTEN OR LENGTHEN TO THE SIDELINES OF SAID DOCUMENT 2001-123432.

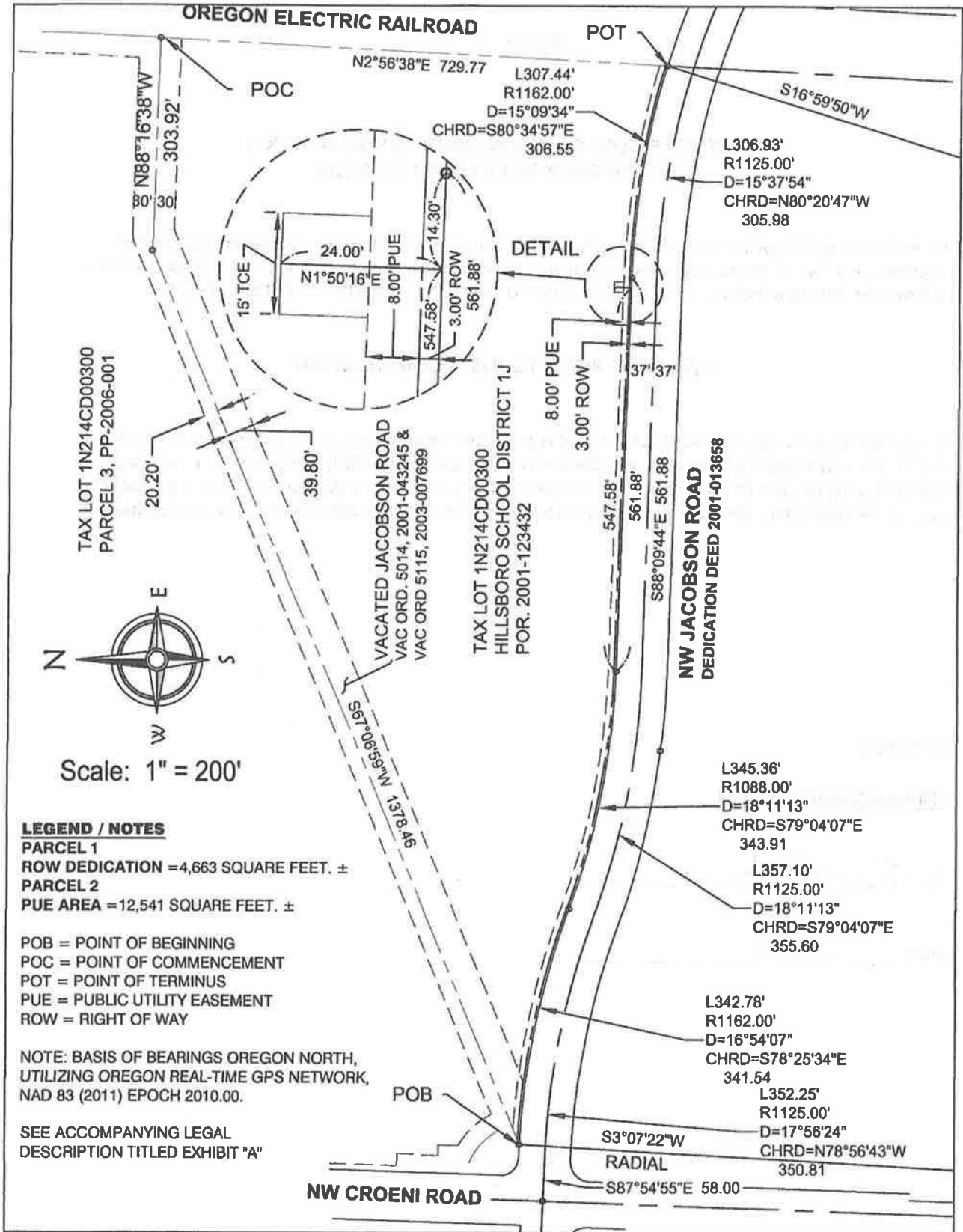
TOGETHER WITH A 15 FOOT WIDE STRIP OF LAND LYING NORTHERLY OF, PARALLEL AND CONCENTRIC WITH AND ADJOINING THE NORTHERLY LINE OF THE ABOVE DESCRIBED 8.00 FOOT WIDE STRIP OF LAND, THE CENTERLINE OF SAID 15.00 FOOT WIDE STRIP BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE ABOVE DESCRIBED POINT OF BEGINNING OF PARCEL 1; THENCE EASTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE 342.78 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 16°54'07" WITH A CHORD OF SOUTH 78°25'34" EAST 341.54 FEET TO THE BEGINNING OF A 1088.00 FOOT RADIUS REVERSE CURVE TO THE LEFT; THENCE EASTERLY 345.36 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE 18°11'13" WITH A CHORD OF SOUTH 79°04'07" EAST 343.91 FEET; THENCE CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE SOUTH 88°09'44" EAST 547.58 FEET AND THE **POINT OF BEGINNING** OF SAID 15.00 WIDE STRIP; THENCE NORTH 01°50'16" EAST 24.00 FEET TO THE POINT OF TERMINUS; EXCEPTING THEREFROM ANY PORTION LYING WITHIN THE ABOVE DESCRIBED PARCEL 1, AND 8.00 FOOT WIDE STRIP OF LAND. THE TOTAL PUBLIC UTILITY EASEMENT AREA CONTAINS 12,541 SQUARE FEET MORE OR LESS.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JUNE 13, 2008
JERED McGRATH
79419

Renews: 12.31.20

EXHIBIT "B"



8074-PUE-EXTB.dwg

COMPASS Land Surveyors
 4107 SE International Way, Suite 705
 Milwaukie, Oregon 97222 503-653-9093

TAX LOT 1N214CD00300
HILLSBORO SCHOOL DISTRICT 1J
CITY OF HILLSBORO, WASHINGTON COUNTY, OREGON
SW 1/4 SEC.14, T1N, R2W, W.M.

HILLSBORO SCHOOL DISTRICT 1J
July 11, 2019
CONSTRUCTION SCHEDULE AND UPDATE

SITUATION

Staff will provide an update regarding the bond project construction schedule and its impact on community members.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to this report and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
July 11, 2019
APPROVE RETIREMENT AGREEMENT

SITUATION

The Board members will be asked to take action on a retirement agreement with a District administrator.

RECOMMENDATION

The Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors approve the retirement agreement with a District administrator.