



# MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Sherilyn Lombos, City Manager  
**DATE:** March 14, 2008  
**SUBJECT:** Work Session for March 24, 2008

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**Work Session will begin at 5:00 p.m.**  
**Councilor Harris is scheduled to be absent**

There are five items to be discussed at this work session:

**1) 5:00 p.m. (30 min) – Tualatin Tomorrow Vision Implementation Committee Proposed Goals & 08/09 Budget.** Attached is a staff report along with the VIC goals and proposed budget for fiscal year 2008/09. The City/Commission budget process has begun internally, with the initial meeting of the budget committee scheduled for May 27<sup>th</sup>. The Tualatin Tomorrow proposed budget will need to go through that process separately; however, this is an opportunity for the VIC to have a discussion with the Council regarding goals for 08/09 and the budget they are proposing that supports those goals.

**Action requested:** Consensus on goals and methods of achieving the goals as well as agreement on what will be proposed in the 08/09 budget for Tualatin Tomorrow.

**2) 5:30 p.m. (30 min) – Council Retreat Follow-up on Tualatin Tomorrow Action Items.** At the November retreat, the City Council discussed in detail the action items assigned to the City as lead partner. These discussions were broken down into two different discussions with two different small groups. The result was a list of action items divided into three categories (In Process, To Do, Parking Lot). In a handful of cases there was some difference in how the small groups categorized the action items. The purpose of tonight's discussion is to come to an agreement with the full Council about how to categorize those action items that there was a difference on.

**Action requested:** Consensus on which category the action items should be placed.

- 3) 6:00 p.m. (15 min) – Celebrate Tualatin.** This year's Celebrate Tualatin dinner is scheduled for April 17<sup>th</sup> at which the City will be presenting the Volunteer of the Year award. The City has the opportunity to invite 20 City volunteers, along with a guest, to attend the dinner in recognition of their contributions. Attached is a summary of the nominations along with the actual nomination forms.

**Action requested:** Select 20 Celebrate Tualatin dinner attendees and the Volunteer of the Year.

- 4) 6:15 p.m. (30 min) – Train Noise Update.** Staff will give an update on the information learned up to this point, information on what other jurisdictions are doing and the current options at each of the Tualatin crossings.

**Action requested:** No specific direction is requested.

- 5) 6:45 p.m. (10 min) – Council agenda review & Council communications.**

**Action requested:** Council review the agenda for the March 24<sup>th</sup> City Council and Development Commission meetings.

Other items of interest:

Upcoming Council Meetings & Work Sessions: Attached is a three-month look ahead for upcoming Council meetings and work sessions. If you have any questions, please let me know.

Dates to Note: Attached is the updated community calendar for the next three months. There are several key dates to note:

- *March 29 (Saturday), 11:30 am* – Dedication of Wildlife Center at the Wildlife Refuge
- *April 8 (Tuesday), 6:00 pm* – Special Work Session – Council Chambers.
- *April 17 (Thursday), 5:30 pm* – Celebrate Tualatin – Tualatin Country Club
- *May 8 (Thursday), 5:30 pm* – Tualatin Tomorrow Community Event; The Vision Continues – Meridian Park Hospital

As always, if you need anything from your staff, please feel free to let me know.

Attachments:

- A. Tualatin Tomorrow VIC Proposed 08/09 Goals & Budget Memo
- B. Council Retreat Follow-up – Tualatin Tomorrow Action items Memo
- C. Tualatin Volunteer Nomination Information
- D. Train Horn Noise Mitigation Update Memo & Report
- E. Upcoming meeting and work session items (March – May).
- F. Tualatin Calendar of Events (March – May).



# MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager 

**FROM:** Doug Rux, Community Development Director 

**DATE:** March 24, 2008

**SUBJECT:** TUALATIN TOMORROW VISION IMPLEMENTATION  
COMMITTEE PROPOSED GOALS AND BUDGET FY 2008-2009

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## **POLICY CONSIDERATIONS:**

On January 14, 2008 the Tualatin City Council accepted a report and proposal establishing a structure to implement the Tualatin Tomorrow Community Vision and Strategic Action Plan. The City Council officially adopted the structure by Resolution No. 4739-08. The structure included a Vision Implementation Committee (VIC) and Vision Implementation Steering Committee (VISC).

The VIC and VISC have developed a budget for fiscal year 2008-2009 in accordance with the City Council approved VIC and VISC structure. The VIC Chair, Frank Bubenik, and Co-Chair, Candice Kelly, are prepared to discuss with the Council the proposed goals, outcomes and budget for FY 2008/09.

## **ISSUES TO BE DISCUSSED:**

1. Proposed Goals of the Vision Implementation Committee
2. Methods of achieving Goals: Awareness, Capacity, Evaluation (Outcomes)
3. Budget
4. Position description for Tualatin Tomorrow Champion (part-time position)

## **DESIRED OUTCOME:**

1. Consensus on VIC Goals.
2. Consensus on methods of achieving the goals.
3. Consensus on forwarding the VIC budget through the City's budgeting process.

**Attachments:** A. VIC Goals/Budget/Position Description

## **Tualatin Tomorrow Vision Implementation Committee Goals Fiscal Year 2008/2009**

**Goal:** Tualatin Tomorrow will touch 35% of Tualatin's citizen population with our outreach efforts to inform, create awareness and recruit volunteers to join us in this ongoing 25-year project. (Newsletters, Tabloids, Community events, and more)

**Goal:** Tualatin Tomorrow will touch 15% of Tualatin businesses and organizations with outreach efforts to establish awareness and to enlist their support of the plan and program. (Speaker's bureau, work with Chamber and more)

**Goal:** Tualatin Tomorrow will develop and implement an evaluation process that will set forth criteria to keep the Vision Implementation Committee (VIC) and overall project on track to implement the Vision. (Developing evaluation measuring and Partner assistance methodology)

**Goal:** Tualatin Tomorrow will create and implement strategies to make each Partner aware of their organization's importance to this program and that the VIC fully supports all of their efforts in helping to achieve the Tualatin Tomorrow Project Visions/Strategies/Actions. (Some type of awards/recognition presentation to be decided; City to include in Annual City Volunteer Recognition perhaps)

### **Methods of Achieving Goals:**

**1. Awareness:** Promote awareness by the community at large to insure that the citizens and organizations of Tualatin know that the VIC is here and working on their behalf towards the Visions/Strategies/Actions that they developed and supported in the first phase of this project. The community will be made aware of the strong support of Partners and their continued work in the various Focus Areas/Individual Strategic Actions.

Techniques include but are not limited to:

- Yearly Vision Update Event – Sharing what has been accomplished and what is being specifically worked on with a bit of forward thinking.
- Speaker's Bureau – Communicate to groups/schools/government wherever possible to generate an interested audience in the Vision project and recruit their help and support.
- Twice Yearly Tabloid -"Newsletter" style periodical communicating what is being accomplished under the strategies and actions and possibly an article or two (space permitting) about one or more of the Partners. Include the upcoming six-month meeting dates and a section for volunteer recruitment (application, email, phone number, etc.)
- Press Releases - Information sent to local newspapers for inclusion. Streamline information from the Newsletter for forwarding to the local Newspapers in smaller "Bites" on a weekly/biweekly basis and always include a contact for information and volunteer purposes.
- Crawfish Festival - Crawfish Festival Display in or near the City Booth to showcase the Visioning progress to date.
- Website – maintain the project website with current information on all aspects of the Tualatin Tomorrow project.

- VIC Administrative Coordination - Part-time Tualatin Tomorrow Assistant (housed by the City or at the Chamber) who assists VIC Chair/Co-chair and Focus Area Lead's with correspondence, phone calls, meeting coordination and planning, etc. To a lesser degree, working with Partners when needed to support their efforts on specific projects. Works in conjunction with a Tualatin City staff member on implementing requests from the VIC. The City staff member would be completely "up to speed" on all aspects of the Visioning Project and assists when needed and occasionally on a regular basis (maybe up to 50% of the time) for specific events and functions.

**2. Capacity:** Work towards more community involvement through outreach for volunteers for the Vision Implementation Committee (i.e. Focus Area Lead Alternates; Chair, Co-Chair backup support; Outreach/Publicity involvement; Event planning and coordination; and so on) as well as contacting and continuing the search for additional Partners for actions already in process and those actions needing Partners.

Techniques include but are not limited to:

- News in the City Newsletter each and every month of some type (i.e. mention of a particular event such as the Health Fair; highlight a particular action that is accomplished or in the process; mini highlight of an individual partner – or person representing that individual partner; highlighting a Focus Area Lead and what is going on in that area) to include and encourage volunteer participation as well as including when and where the next VIC meeting will be, who and how to get a hold of staff to discuss questions and/or volunteer opportunities.
- Administer a questionnaire/survey to find out what areas people are interested in for future meetings and volunteer opportunities.
- Enhance existing database - Maintain a strong integrated list of interested community members for volunteer opportunities based on the answers received from the questionnaire as well as from lists compiled in the past. Update and maintain a complete database of partners and potential partners to be contacted for future needs.
- Individual Focus Area and/or Vision/Strategic Action workshops for people especially interested in one area or topic.
- Business Outreach – work with the Tualatin Chamber of Commerce to get Tualatin businesses involved in the Vision.
- Identify or locate Partners for actions without partners and additional support for actions in process.
- Action Coordination with Partners - Part-time Tualatin Tomorrow Assistant (housed by the City or at the Chamber) who assists VIC Chair/Co-Chair and Focus Area Leads with correspondence, phone calls, meeting coordination and planning, etc. To a lesser degree work with Partners when needed to support their efforts on specific projects. Works in conjunction with a Tualatin City staff member on implementing requests from the VIC. The City staff member would be completely "up to speed" on all aspects of the Visioning Project and assists when needed and occasionally on a regular basis (maybe up to 50% of the time) for specific events and functions.

**3. Evaluation: Establish** the best way to help both the Partners and the visioning process going forward to attain the Vision/Strategies/Actions set forth by the community. **Create** criteria that is

helpful and supportive to keep us on track as well as making each Partner aware of their importance to this process, individually and collectively, and our support and appreciation of all their good efforts.

Techniques include but are not limited to:

- Developing an action evaluation measuring methodology
- Developing an evaluation tool
- Developing an action assistance methodology

**TUALATIN TOMORROW  
PROPOSED BUDGET  
FY 08/09**

<u>City Staff Time:</u>	<u>Estimated Cost</u>
Support services in conjunction with quarterly VIC meetings:	
Meeting Preparaiton (2 hours prior to meeting)	32 hours
Attendance at Meetings (including prep/clean up)	28 hours
Preparation of Minutes (3 hours per meeting)	<u>48 hours</u>
	<b>108 hours</b>
	\$2,072
Community Development Director support to include:	
Meeting Preparation: (1 hour prior to meetings)	16 hours
Attendance at meetings	26 hours
Meeting Follow Up	<u>12 hours</u>
	<b>54 hours</b>
	???
<b>TOTAL STAFF TIME:</b>	<b>162 HOURS</b>
<b>Administrative Support</b> (New Hire)	\$20,000
Computer (for new hire)	\$1,150
Phone (for new hire)	???
 <u>Communications:</u>	
Tabloid (twice per year) (\$1,555.60 per time; 10% inflation factor)	\$3,422
Cost of Mailing:	\$2,600
Option: Newsletter Insert Instead of Tabloid (\$922.47 each year)	
Web Domain Name	\$35.00
 <u>Community Event:</u>	
Location (Free if we use senior center or hospital)	
Refreshments (estimate based on location-higher if we use hospital catering; lower at Senior Center)	\$200.00
 <u>Advertising:</u>	
Banner	\$160.00
Lawn Signs (Accent Signs - \$13.75 per sign) (had 46 of them prior to May 2007 event)	
 <u>Other Publicity:</u>	
i.e. Speakers' Bureau; Crawfish Festival (Estimate)	\$300.00
 <u>Office Supplies:</u>	
(Estimate)	\$250.00
 <u>Printing/Postage:</u>	
Estimate	\$500.00
 <b>TOTAL PROPOSED FY 08/09 BUDGET</b>	<b>\$ 30,689.00</b>

**TUALATIN TOMORROW  
PROPOSED BUDGET  
FY 08/09**

**IN KIND:**

**ESTIMATED COST:**

**City Staff Time:**

Admin Support:	108 hours	\$2,072
Community Development Director	54 hours	2,483
City Manager	20 hours	1,280

**TOTAL IN-KIND: \$5,835**

**Administrative Support** (includes salary, computer, phone etc.) \$ 21,750

**Awards:** 150

**Communications:** Tabloid (twice per year) 3,422  
(\$1,555.60 per time; 10% inflation factor)

Cost of Mailing: 2,600

**Option:**

Newsletter Insert Instead of Tabloid  
(\$922.47 each year)

Web Domain Name 35

**Community Event:** Rental of Auditorium at High School 1,059

Refreshments and other supplies 200

Banner 160

Lawn Signs (Accent Signs - \$13.75 per sign) 633

(had 46 of them prior to May 2007 event)

**Promotional/Marketing Materials:** 600

**Other Publicity:** i.e. Speakers' Bureau; Crawfish Festival 500  
(Estimate)

**Office Supplies:** (Estimate) 250

**Printing/Postage:** (Estimate) 2,000

**Contingency:** 8% 2,669

**TOTAL PROPOSED FY 08/09 BUDGET \$36,028.00**

## Position Description

**POSITION:** Tualatin Tomorrow Champion  
**STATUS:** Part-Time: 20 hours a week, including some nights and occasional weekends.

**REPORTS TO:** Tualatin Tomorrow Chair/Co-Chair  
**CONTRACT:** Year-to-Year

### **Brief Position Summary:**

This position performs a broad range of public relations, outreach, communications as well as administrative/clerical support to the Tualatin Tomorrow (TT) Vision Implementation Committee (VIC)/ Steering Committee (VICSC)/VIC/VICSC Focus Area Leads and Alternates, VIC/VICSC Partners, VIC/VICSC Chair/Co-Chair and City of Tualatin Staff working with the VIC/VICSC.

### **ESSENTIAL FUNCTIONS/MAJOR RESPONSIBILITIES:**

- Completes special projects, assignments, researches and creates presentations and documents as needed.
- Collects information and develops and prepares reports, documents, memos, letters and other forms of written materials as needed.
- Schedules meetings, appointments, and provides information to callers, e-mailers and all requests made about TT.
- Works with all parties involved to coordinate promotions and events as needed.
- Able to facilitate meetings of various sizes, groups and people from all walks of life.
- Willingness to work varying hours based on the needs of the TT's various meetings and events.
- Is able to multi-task, prioritize and handle other essential tasks as assigned.
- Organizes and maintains files and materials; distributes mail and messages as needed.
- Assists in compiling and developing the annual budget.
- Prepares and monitors invoices and expense reports.
- Coordinates ordering and maintenance of office supplies and equipment.
- Assignments include, but will not be limited to:
  - Being able to work under and with the Chair/Co-chair and work closely with all Focus Area Leads and alternates, VIC Partners' and city of Tualatin Staff.
  - Being very knowledgeable of the contents of the Vision Document.
  - Able to organize databases that already exist and create new ones as needed as well as other documents.
  - Meeting coordination for VIC, VICSC, All Focus Area and any other needed meetings throughout the year.
  - Help create agendas and other documents needed for all meetings.
  - Help support City Staff with distribution of meeting minutes.
  - Maintain and update TT Website on a consistent basis in conjunction with Tualatin City Staff.
  - Work on at least two Tabloid/Newsletter style documents a year.
  - Ready to release news items/briefs and arrange any other needed public relations, including a monthly column in the City Newsletter.

- Help create, coordinate and track all volunteer recruitment and support all volunteer efforts.
- Support and continue to help expand the list of Partners as well as to a lesser degree help Partners with their efforts with specific projects.
- Handle creation and coordination of the Speaker's Bureau on an on-going basis.
- Handle coordination of annual events such as Crawfish Festival, float in Festival Parade, Yearly Update Event and others as they are created.
- Help coordinate meetings held throughout the year for individual Focus Areas and Visions/Strategic Action workshops for people especially interested in one area or topic.
- Help with identifying and locating Partners for actions without Partners and additional support for actions in process.
- Assist in the creation of methodologies for action assistance, action evaluation and tools that can be used for same.

#### **QUALIFICATIONS:**

- Must possess excellent problem solving, written and verbal communication, interpersonal and analytical talents.
- Must use excellent time management and prioritizing skills.
- Must be capable of independent decision making regarding daily office protocol within general guidelines.
- Demonstrate ability to interact with all levels of contacts inside and outside of the TT network.
- Must be able to exercise complete confidentiality.
- Accurate spelling, proofreading and basic math skills.
- Ability to handle multi-line phone and messaging system.
- Possess skills in the use of personal computers/programs (i.e. Word, Excel, Power Point, to a lesser degree Quicken and MS Publisher)

#### **PHYSICAL REQUIREMENTS/WORKING CONDITIONS:**

- Manual dexterity to be able to operate personal computer and other office equipment.
- Must be able to sit for extended periods of time.
- Must have physical mobility needed to carry out functions.
- Must have the physical ability to lift/carry up to 30 pounds.

**The above statements are intended to describe the general nature and level of work being performed by the person chosen for this position. They are not intended to be an exhaustive list of all responsibilities, duties, talents and skills required for this position.**



# MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager 

**FROM:** Doug Rux, Community Development Director 

**DATE:** March 24, 2008

**SUBJECT:** CITY COUNCIL RETREAT FOLLOW-UP – TUALATIN  
TOMORROW ACTION ITEMS

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## **BACKGROUND:**

The Tualatin City Council, as part of their annual retreat, discussed various action items identified in the Tualatin Tomorrow Community Vision and Strategic Action Plan associated with the City of Tualatin as a Lead Partner. The City Council conducted this discussion at two times, October 29 and November 4, 2007. The discussions were held in small groups facilitated by staff covering the six topic areas. To assist the Council staff had conducted a preliminary evaluation listing actions times in three categories:

- In Process
- To Do
- Parking Lot

Staff has compiled the results of the Council discussions, which are contained in Attachment 1. The matrix follows the order of the Community Vision and Strategic Action Plan document given to the City Council on February 25, 2008. This document has the details for each of the action items listed in the matrix.

## **POLICY CONSIDERATIONS:**

The policy consideration for the City Council is to reconcile where consensus was not achieved at the retreat small group sessions. There are six items under Growth, Housing and Town Center; three under Parks, Recreation and Natural Areas; one under Health, Safety and Social Services; and two under Governance, Leadership and Community Engagement.

## **ISSUES TO BE DISCUSSED:**

1. How We Plan and Grow - Growth, Housing Town Center
2. How We Connect with Nature - Parks, Recreation, and Natural Areas

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3. How We Care for One Another – Health Safety and Social Services
4. How We Decide - Governance, Leadership and Community Engagement

**DESIRED OUTCOME:**

1. Consensus on which category (In Process, To Do, Parking Lot) the actions identified as conflicting should be placed.

**Attachments:**      A. City of Tualatin – Tualatin Tomorrow Action Items



# CITY OF TUALATIN TUALATIN TOMORROW - ACTION ITEMS

VISION COMPONENT	IN PROCESS	TO DO	PARKING LOT	NOTES	NOTES
HOW WE PLAN AND GROW Growth, Housing, and Town Center	GHT 3.1	GHT 1.1	GHT 1.1		
	GHT 6.1	GHT 1.2	GHT 1.1	Ed/Bob 10/29/07	Monique/Jay 11/4/07
	GHT 7.2	GHT 8.1	GHT 2.1	Notes In Process:	Notes In Process:
	GHT 8.1	GHT 8.1	GHT 4.1	GHT 6.1 - Do better in contacts with elected officials	Link Bridgeport Village with Town Center
			GHT 10.1	GHT 13.1 - Should leave to Chamber of Commerce, spend \$ on redevelopment not on public awareness	Town Center Advisory Group (URAC)
	GHT 9.1			GHT 15.1 - No government subsidized housing in Town Center	Force greenway bike path connections
	GHT 13.1		GHT 17.1		
	GHT 14.1	GHT 11.1	GHT 20.1	Notes To Do:	Notes To Do:
	GHT 14.2	GHT 13.2	GHT 20.3	GHT 1.2 should be Chamber Commerce activity, Chamber to work more on this issue and City less. Question - What is our identity?	GHT 10.1 move to Parking Lot
	GHT 14.3	GHT 14.3	GHT 22.1	GHT 8.1 - Move to In Process, already do as part of South Tualatin, SW Concept, Stafford	GHT 14.3 move to In Process
	GHT 15.1	GHT 14.3	GHT 24.1	GHT 10.1 Need more discussion on bullet points as to In Process v. Parking Lot. Move to Parking Lot	GHT 16.1 move to In Process
	GHT 15.2	GHT 16.1	GHT 25.1	GHT 11.1 in 1-2 years, want housing but not inclusive	GHT 16.3 move to In Process
	GHT 15.3	GHT 16.1	GHT 25.1	GHT 16.1 - Keep at same level of work we are doing	
	GHT 16.1	GHT 16.2	GHT 27.1	GHT 16.2 should be 1-2 years	
	GHT 16.3	GHT 16.3	PRN 2.3	GHT 25.1 - move to To Do	
	GHT 16.4	GHT 16.3		Notes Parking Lot:	Notes Parking Lot:
	GHT 17.2	GHT 25.1		None	GHT 1.1 move to To Do list
	GHT 18.1				
	GHT 20.2				
	GHT 21.1				
GHT 22.2					
GHT 23.1					
GHT 24.2					
PRN 2.2					

# CITY OF TUALATIN TUALATIN TOMORROW - ACTION ITEMS

VISION COMPONENT	IN PROCESS	TO DO	PARKING LOT	NOTES	NOTES
HOW WE CONNECT WITH NATURE Parks, Recreation and Natural Areas	PRN 2.1	PRN 3.1	PRN 2.3	Notes In Process: Chris/Monique 10/29/07	Notes In Process: Donna/Bob/Lou 11/4/07
	PRN 2.2	PRN 4.2	PRN 2.3	PRN 12.1 move to To Do	PRN 2.2 - move to Growth/Housing/Town Center, Citywide issue
	PRN 2.2	PRN 4.3			PRN 2.3 - move to Growth/Housing/Town Center, Citywide issue
	PRN 4.1	PRN 6.1			PRN 11.1 - trail safety, priority is lighting, disagree with policy on no lighting
	PRN 6.2	PRN 11.2			
	PRN 6.3	PRN 13.1			
					Notes To Do: PRN 3.1 includes PRN 16.1, PRN 13.1, PRN 11.2, PRN 6.1, PRN 4.2
		PRN 7.1	PRN 14.3		
		PRN 8.1	PRN 16.1		
		PRN 8.2			
		PRN 9.1			
		PRN 10.1			
		PRN 11.1	PRN 12.1		
		PRN 12.1			
	PRN 14.1				
	PRN 14.2				
				Notes Parking Lot: None	
				Notes Parking Lot: None	

**CITY OF TUALATIN**  
**TUALATIN TOMORROW - ACTION ITEMS**

<u>VISION COMPONENT</u>	<u>IN PROCESS</u>	<u>TO DO</u>	<u>PARKING LOT</u>	<u>NOTES</u>	<u>NOTES</u>
<b>HOW WE CARE FOR ONE ANOTHER</b> Health, Safety and Social Services					
	HSS 7.1	HSS 11.1	HSS 10.1	Jay/Ed 10/29/07	Lou/Chris/Monique 11/4/07
	HSS 8.1	HSS 11.1	HSS 11.1	Notes In Process: None	Notes In Process: In Process list ok
	HSS 9.1				
	HSS 12.1				
	HSS 13.1			Notes To Do: HSS 11.1 - some discussion about this in light of other priorities	Notes To Do: HSS 11.1 - Move to Parking Lot
				Notes Parking Lot: HSS 10.1 - Consider partnering with Tigard	Notes Parking Lot: HSS 10.1 - Keep in Parking Lot

# CITY OF TUALATIN TUALATIN TOMORROW - ACTION ITEMS

VISION COMPONENT	IN PROCESS	TO DO	PARKING LOT	NOTES	NOTES	
HOW WE GET AROUND Traffic, Transportation and Connectivity	TTC 5.1	TTC 1.2	TTC 1.1	Bob/Monique 10/29/07	Ed/Donna 11/4/07	
	TTC 6.1	TTC 4.1		Notes In Process: In Process list ok	Notes In Process: In Process list ok	
	TTC 7.1					
	TTC 9.1			Notes To Do: TTC 1.2 - Aligns with importance of greenways/parks in community	Notes To Do: None	
	TTC 12.1					
					Notes Parking Lot: Parking Lot list ok	Notes Parking Lot: Parking Lot list ok

**CITY OF TUALATIN  
TUALATIN TOMORROW - ACTION ITEMS**

<u>VISION COMPONENT</u>	<u>IN PROCESS</u>	<u>TO DO</u>	<u>PARKING LOT</u>	<u>NOTES</u>	<u>NOTES</u>
<b>HOW WE DECIDE</b>					
Governance, Leadership and Community Engagement	GLC 1.1	GLC 3.2	GLC 10.2	Donnal/Chris 10/29/07	Jay/Bob 11/4/07
	GLC 1.2	GLC 11.2	GLC 11.2	Notes In Process: In Process list ok	Notes In Process: In Process list ok
	GLC 2.1	GLC 11.2	GLC 11.3		GLC 13.1 Ramp up Council meet & greet
	GLC 3.1	GLC 11.3			
	GLC 5.1	GLC 11.3		Notes To Do:	Notes To Do:
	GLC 5.2	GLC 14.1		GLC 3.2 - To Do ok, limited web page	GLC 3.2 - Leave in To Do
	GLC 7.1	GLC 16.1		GLC 11.2 - Move to Parking Lot, establish policy, don't actively staff, stop now	GLC 11.2 - Leave in To Do
	GLC 9.1			GLC 11.3 - Move to parking lot, lack funding, political will, support, stop now	GLC 11.3 - Leave in To Do
	GLC 9.2			GLC 14.1 - Passive, policy approach for good concept	GLC 14.1 - Ramp up, more focus, not more \$
	GLC 9.3			GLC 16.1 - Passive, policy approach for good concept	GLC 16.1 leave in To Do
	GLC 10.1				
	GLC 10.3			Notes Parking Lot:	Notes Parking Lot:
	GLC 11.1			GLC 10.2 - leave in Parking Lot	GLC 10.2 - leave in Parking Lot
	GLC 12.1				
	GLC 13.1				
	GLC 13.2				
	GLC 13.3				
	GLC 17.1				

**VOLUNTEER OF THE YEAR NOMINATIONS - MARCH 2007**

Attended Since 2003?									
Last Name	First Name	Attended Since 2003?	Nominated by	Service	2007 Hrs	Yrs	Financial	Y/A	Other
Atanes	Laura	No	Mary Thompson, Library Tech.	Library help, book sales	11	1 month		A	
Brimhall	Carol	No	Melissa Koons - Volunteer Spec & Mary Thompson	Holds processing	11.5	<1		A	
Brudvig	Sammi	2007	Aimee Meuchel, Librarian II	Library assistance, YAC, library events	16.5	<1		Y	
Carskadon	Lindsay	No	Aimee Meuchel, Melissa Koons	Shelving, library projects	17.5	<1		Y	
Saedi	Mahvash	No	Erica Kindrick, Gerri Pedersen (Library volunteer)	Shelving, pulling hold requests	22.5	<1		A	
Lopez	Raul	No	Erica Kindrick, Library Tech	Bilingual services, shelving	23	<1		A	
Nelson	Thomas	No	Aimee Meuchel, Melissa Koons, Mary Thompson, Susan Boulden - Library Assistant	Holds processing, teen game day	31.5	<1		Y	
Cully	Amanda	No	Laurie Mintz, Library Tech., Aimee Meuchel	Shelving, library cleaning	32.75	<1			
Devlin	Eliza	No	Mary Thompson	Library help - book restocking, book sales	39	2		A	Also a member of the Friends of the Library group
Flores	Marem, Midee, Cara	No	Laurie Mintz	Shelving	45	<1		Y&A	15 hours each individual
Stickney	Anne, Deborah	No	Melissa Koons, Aimee Meuchel	Library programs	49	<1		Y	Anne = 23.5, Deborah = 25.5
Banse-Fay	Matthew	No	Ryan Dinneen, Teen Program Spec.	Youth Advisory Haunted House, Pumpkin Regatta	50	<1		Y	
Oliver	Kevin	No	Ryan Dinneen	Youth Advisory Haunted House	50	<1		Y	
Porcello	Pam & Brian	No	Dotty Dilling, Melissa Koons, Mary Thompson	Circulation, courier duties, holds processing	65	<1		A	Pam = 34.5, Brian = 30.5

**VOLUNTEER OF THE YEAR NOMINATIONS - MARCH 2007**

Attended Since 2003?							
Last Name	First Name	Attended Since 2003?	Nominated by	Service	2007 Hrs	Yrs	Financial
Cain	Helen	2007	Kent Barker, Police Chief	Office help, fund raising, Tualatin Together	200	14	
Mickus	Eleanore	No	Laurie Mintz, Melissa Koons	Holds, Friends of the Library	223.5	3	
Starbucks		No	Chanda Stone	Sponsor	232		
Ross	Jill	2007	Mary Thompson	Shelving, holds processing, newspaper weeding	314.5	2	
Bogdan	Nan	2004, 2006	Dotty Dilling, Library Technician	Book Processing, shelving	341	6+	
YAC		2007	Ryan Dineen	Various programs/events	1500		
Hayden	Bill	No	Shelly Ellett, former Volunteer Coordinator	Event planning, hosting, staff support, use of tents, etc.	?	7.5	\$4,700
Nukes	Hubert	2005	Urban Renewal Advisory Comm.	Service on URAC since 1985	?	23	
Pratt-Broome	Althea	2004	Urban Renewal Advisory Comm.	Service on URAC since 1976 (32 years!)	?	32	
Skoglund	Dave	No	Chanda Stone	In-kind donation of contractor service, tree planting/watering	?	22	
Aust	Caroline	No	Chanda Stone, Volunteer Spec.	TEAM Tualatin, Gold Award Girl Scouts	see notes	4	
Baker	Drew	No	Chanda Stone	Eagle Scout Project - Built a split rail fence at Indian Meadows Greenway	see notes	<1	\$1,520
Bowlsby	Adam	No	Chanda Stone	Eagle Scout Project - Bench restoration at the Lake of the Commons	see notes	<1	\$2,736

**VOLUNTEER OF THE YEAR NOMINATIONS - MARCH 2007**

Attended Since 2003?							
Last Name	First Name	Attended Since 2003?	Nominated by	Service	2007 Hrs	Yrs	Financial
Collins	Grant	No	Chanda Stone	Eagle Scout Project - Rustic Shelter restoration at Community Park	see notes	<1	\$1,418
Cook	Samantha	No	Chanda Stone	TEAM Tualatin	see notes	4	
Glissmeyer	Brandon	No	Chanda Stone	Eagle Scout Project - Path improvements at Ibach Park	see notes	<1	\$2,072
Houlberg Family		2007	Chanda Stone	Indian Meadows Greenway Adoption, tree plants, more	see notes	11+	
Pozo	Lindsey	No	Chanda Stone	TEAM Tualatin	see notes	5	
Pozo	Natalie	No	Chanda Stone	TEAM Tualatin	see notes	4	
Ross	Justin	2007	Chanda Stone	TEAM Tualatin, Eagle Scout, and more	see notes	7	
Stine	Alex	No	Chanda Stone	Eagle Scout Project - Retaining wall at 99W/Tualatin River boat ramp. Tree/Shrub plantings	see notes	<1	\$1,366
Swain	Bryce	No	Chanda Stone	Eagle Scout Project - Path improvements at Ibach Park	see notes	<1	\$1,887
Trost	Jake	No	Chanda Stone	Eagle Scout Project - Driveway improvements at Brown's Ferry Community Center	see notes	<1	\$1,807
Trost	Kyle	No	Chanda Stone	Eagle Scout Project - Stairway repair at Saum Creek Greenway	see notes	<1	\$1,218
Wong	Tony	No	Chanda Stone	Eagle Scout Project - Built drainage system at Ibach Park field	see notes	<1	\$1,572

**VOLUNTEER OF THE YEAR NOMINATIONS - MARCH 2007**

Attended Since 2003?							
Last Name	First Name	Attended Since 2003?	Nominated by	Service	2007 Hrs	Yrs	Financial
Hawley	William	No	Carl Switzer, Parks Manager	TPAC, TPARK, and Arbor Week Ad Hoc Committees	70	2	
Elliot	Rachel	No	Melissa Koons, Dotty Dilling	Holds processing	71.25	<1	
Houlberg	Marissa	2003, 2007	Ryan Dineen	Parent Volunteer w/Teen Program	75	many	
Pedersen	Gerri	No	Annie Lewis, Melissa Koons, Cherie Rainwater - Public Svcs Asst., Aimee Meuchel, Tudy Schiveley - Library Supervisor, Mary Thompson, Dotty Dilling	Library assistance, circulation, relabeling	85	<1	
Wood	Thea	2004	Mary Thompson, Dotty Dilling	Library help - book shelving	99.5	6	
Houlberg	Laura	2007	Chanda Stone	TEAM Tualatin, YAC, Battle of the Bands Event	100	5	
Dryfus	Richard	2006	Dotty Dilling	Friends of the library, bookdrop	106	4	
Hartman	Jon	No	Julie Wickman, Library Programs, Kathryn Alexander, Librarian I, Annie Lewis, Library Technician, Suzy Coleman, Library Supervisor, Melissa Koons	Library technical services, photography, CD cleaning	106.75	<1	
Rinderknecht	Roberta, Joshua, Sara	No	Melissa Koons, Dotty Dilling, Constance Dorreman	shelving	108.75	<1	
Packard	George & Ouida	2007	Mary Thompson	Library shelving, clean up, library displays	133.5	5	
Congress	Marge	No	Darrell Condra, Library Manager	Circulation, shelving, Friends group, book sales, TLAC	142.5	1	
Wells	Linda	No	Dotty Dilling, Melissa Koons	Holds processing, Friends of the Library, book sales	152.2	3	
REI		No	Chanda Stone	Sponsor	198		\$2,475
Bubenik	Frank	2007	Tualatin Planning Advisory Committee	Prepares committee agendas, coordinates and facilitates meetings, prepares and gives presentations to Council.	200	4	

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *11 hours in Dec.*
2. Number of years served. *4 months (Dec - Present)* *2007 when she began volunteering*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Laura Atanes

Address 25844 SW Canyon Creek Rd. F206 *Wilsonville 97070* Phone 503 454-0927

Nominated by MARY THOMPSON Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

*Laura is new to our library volunteer force and boy did she just push up her sleeves & get busy. She comes in frequently to check status of the Friends book sale. She is always friendly and eager to suggest new ways for the sale to attract buyers.*

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Caroline Aust - T.E.A.M. Tualatin  
Gold Award Girl Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Caroline Aust for City of Tualatin Volunteer of the Year 2007.

Caroline Aust did her Gold Award project in January of 2005. She spent six months planning and then performing her project. Caroline chose to restore part of Little Woodrose Nature Park. She researched which plants would be best for the park and then did fundraising to purchase the needed materials. She also built and hung birdhouses.

While this project was a few years ago, I wanted to show Caroline's diversity as a volunteer and that she did do a large project on her own for the city. Caroline and her troop volunteered 166 hours on her project.

Caroline has also been a T.E.A.M. Tualatin participant for the last four summers. Over that time, she participated in several weeks each summer for a total of 136 hours.

She has also joined the city at three tree plantings in the last year. After one of these events, Caroline took the entire bag of muddy gloves home, washed them, and returned them to me, clean and sorted by size.

Her overall total is 316 hours in the last four years. All of this activity has gone on while attending high school, where she is an Honors student.

Caroline is a gem. I would love to see her recognized by being invited to the awards dinner.

Caroline Aust  
10450 SW Miller Court  
Tualatin, OR 97062  
503-691-9440

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Drew Baker - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Drew Baker for City of Tualatin Volunteer of the Year 2007.

Drew Baker did his Eagle Project in June of 2007. He spent three months planning and then performing his project. Drew chose to build a split rail fence at Indian Meadows Greenway.

The greenway needed a fence between city property and private property. On the day of his event, Drew had his fellow Scouts clear the area where the fence would be positioned. Then, they dug the holes for the fence posts. Lastly, they assembled the split rails. Overall, Drew and his Scout Troop worked for 140 hours on the project and Drew donated \$120 worth of material for the fence. The total for time and donation comes to \$1,520.

I truly appreciate all of Drew's efforts.

Drew Baker  
3120 Knoll Drive  
Newberg, OR 97132  
503-702-2849



# City of Tualatin

18880 SW Martinazzi Avenue

Tualatin, Oregon 97062-7092

March 10, 2008

To the Celebrate Tualatin Nomination Committee:

I am pleased to nominate Matthew Banse-Fay for the Volunteer of the Year Award.

Matthew Banse-Fay volunteered over 50 hours with the Tualatin Youth Advisory Council's Haunted House and Pumpkin Regatta. He donated his time to help with the construction and planning of the 2008 Haunted House. In addition, he spent every Haunted House night filling in the various roles – ghost mirror actor, old man in the library, etc. He was willing to fill in where need and gave great energy to each of the roles he played. Also, he encouraged various friends and family to come to the Haunted House and support the YAC's efforts. To top it all off, Matthew returned the following week to help us in tearing down and storing the Haunted House materials.

While Matthew is not an *official* YAC member, he was enormously helpful to YAC's Haunted House this year. The project would not have been the same without him and the Tualatin Youth Advisory Council is grateful for all the hours he contributed.

Thank you for considering Matthew for this award. Feel free to contact me with any questions about Matthew's contributions to the YAC.

Sincerely,

Ryan Dinneen  
Teen Program Specialist  
City of Tualatin

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee **Matthew Banse-Fay**

Address **10100 SW Coquille Drive Tualatin, OR 97062** Phone **503.612.0536**

Nominated by **Ryan Dinneen – Community Services Department Teen Programs  
and the Tualatin Youth Advisory Council**

Phone **503.691.3082**

Supporting information for this nomination are: (use additional paper if necessary)

**See attached statement**

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.692.5421, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

# CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

## Nomination Criteria

1. Total time spent on volunteer activities throughout the year. 2 - 2 1/2 hours weekly  
341 total hours
  2. Number of years served. approximately 6 years 4 months
  3. Dependability and reliability of volunteer commitment. Superlative! Nan always communicates her personal schedule with regard to her volunteer commitment.
  4. Impact and results of volunteer efforts on the City. She goes the extra mile to be here. (see below)
  5. Involvement in more than one aspect of volunteer efforts. Nan is also Friends of the Tualatin Library Treasurer. She manages the ongoing sale within the library and is a leader implementing the semiannual off-site sale. She is a key volunteer in raising thousands of dollars for the library's needs and enrichment.
- Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of  
Nominee Nan Bogdan

Address 21247 SW Teton Ave, Tualatin Phone 503 692-3779

Nominated by Dotty Dilling Phone Library 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Nan's primary volunteer duty is the physical processing of newly-arrived periodicals. After stamping, labeling and organizing these new issues, she shelves them and returns with the previous issue for special processing. She then checks these issues in on the computer, making them available for patron check out.

Nan handles over 160 different magazines! These magazines are for adults, children and reference use; they are titles which are in English and Spanish.

Because of Nan's efficiency, hard work and time commitment, magazines are promptly available for library patrons here and to fill holds county-wide.

Nan has trained other volunteers to help perform these tasks for times when she is out-of-town. She is an excellent, thorough teacher. There is not enough staff time available to perform these processing duties. She is a jewel!

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Adam Bowsby - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Adam Bowsby for City of Tualatin Volunteer of the Year 2007.

Adam Bowsby did his Eagle Project in June of 2007. He spent six months planning and then performing his project. Adam chose to restore a wrought iron bench that had lost its wood slats. He did research to find the best wood that would stand up to our wet Oregon winters. He chose Brazilian Rose Wood, a very hard wood that doesn't need sanding and oiling because it can stand up to the elements. Adam custom-cut each slat for the bench.

On the day of his event, Adam had his fellow Scouts sand and oil the other benches that sit around the Commons lake, to restore and protect them. Adam worked on the other side of the lake, assembling and installing the new bench. Overall, Adam and his Scout Troop worked for 224 hours on the project and Adam donated \$496 worth of material for the bench. The total for time and donation comes to \$2,736.

Adam was a joy to work with. He always kept me informed about what was going on with his project and arranged the date for his project well in advance. He truly embodies what it is to be an Eagle Scout. Not a surprise, Adam's grandfather is George Bowsby, a past Celebrate Tualatin award recipient.

Adam Bowsby  
2584 SW Charlotte Drive  
Beaverton, OR 97007  
503-642-2207

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Carol Brimhall

Address: 10290 SW Casteel Ct. Tualatin, OR 97062 Phone: 503 771-8691

Nominated by: Melissa Koons Phone: 503 691-3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Carol Brimhall  
10290 SW Casteel Ct. Tualatin  
503 771-8691

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Carol has volunteered since October 2007.
- In 2007, she contributed 11.5 hours.
- So far in 2008, she has volunteered 8.5 hours.

### **Dependability & Reliability:**

Carol is one of our priceless holds volunteers in the library. The volunteers that take on the responsibility of processing holds make a commitment to come in once a week, in the middle of their day, knowing that they will stay at least two hours. Carol always communicated well in advance when she would be away and need a substitute for this important task. This is especially appreciated as she has two young children at home that at times also become ill and she juggles that priority by always keeping us informed.

### **Impact & Results of Volunteer Efforts:**

Processing holds is a monumental task that requires use of specialized computer programs, attention to detail, and patience! It is a "hurry up and wait" for the daily arrival of the courier and then the anticipation of how many taskets of materials might be arriving that day to process. **Carol consistently and quietly gets the job done in a very efficient manner, but is always willing to speak up and ask questions – all great characteristics of a good volunteer!** If we did not have a highly skilled volunteer in place for the two-plus hours it takes to complete this task, a staff member would need to step in and do the job. This is not an optional job that is "nice to get to", but rather a critical step in our daily process.

### **Involvement in More Than One Aspect of Volunteer Efforts:**

I know that Carol looks forward to the time that her children are old enough to bring in and help her out, getting one more generation involved in volunteering in their community.

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *11.5 Hours from Oct. 2007 until Dec. 2007*
2. Number of years served. *5 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Carol Brinkhall

Address 10290 SW Casteel Ct. Tualatin, OR 97062 Phone 503 771-8691

Nominated by Mary Thompson Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Carol, a regular patron and someone who often appears on our hords not herself has joined us to do the incoming hords every Tuesday. Carol is always pleasant & happy to be here. Processing our incoming hords is such a vital part of our workday, it's a relief to know they are being done so accurately and efficiently. Carol is an important part of our team.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

16.5 hours since June 2007.

2. Number of years served.

9 months.

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Sammi Brudvig

Address 8425 SW Seminole Tr. Tualatin, OR 97062 Phone 503 885-1042

Nominated by Aimee Meuchel Phone 503-691-3083

Supporting information for this nomination are: (use additional paper if necessary)

Sammi is a gem. She volunteers at the library as we need her, is on the YAC, and active in school activities. She is a go-getter of the first degree and can be relied on to show up on time, work hard while she is here, and have fun too! During Teen Game Days, Sammi is great about making new teens feel welcome and making sure they fit in. She is eager to help and makes sure she does things right.



## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

**Name of Nominee:** Frank Bubenik

**Address:** 17445 SW 107<sup>th</sup> Ave, Tualatin, Oregon

**Phone:** 503.692.1544

### Supporting Information

1. Total time spent on volunteer activities throughout the year.  
*Mr. Bubenik averages 10-20 hours per month in his role as co-chairperson of the Tualatin Tomorrow Vision Implementation Committee and estimates that he spent approximately 200 hours during 2007 supporting volunteer efforts on City-sponsored committees.*
2. Number of years served.  
*Tualatin Tomorrow Steering Committee/Ad-Hoc Committee/Vision Implementation Committee, Co-Chair – 2 years, 2 months  
Tualatin Library Advisory Committee - 4 years; chairperson for 3 years*
3. Dependability and reliability of volunteer commitment.  
*Mr. Bubenik is extremely reliable and dependable. He works closely with City in preparing the agenda for Vision Implementation Committee and Vision Implementation Committee Steering Committee meetings, facilitating the meetings, doing presentations to the City Council to keep them apprised of the visioning process, and meeting with vision focus area representatives and vision partners. He coordinates with TTVIC and TTVICSC members both at and between TTSC meetings. He also attends the monthly Library Advisory Committee meetings.*
4. Impact and results of volunteer efforts on the City.  
*As Chairperson of the Tualatin Library Advisory Committee, Mr. Bubenik has helped guide city library policies and the design/construction of expanded library. He is instrumental in helping the City develop its vision for 2030 and promoting citizen involvement. He serves as a co-chair of Tualatin Tomorrow VIC and VIC Steering Committee and has been actively involved since the project's launching in February 2006. He is currently assisting with the implementation of the action plan to achieve Tualatin's vision and ensure that the city enacts the required planning to these goals.*
5. Involvement in more than one aspect of volunteer efforts.  
*As outlined above, Mr. Bubenik has served as chairperson of the Tualatin Library Advisory Committee from October 2005 to October 2008 and as co-chairperson for the Tualatin Tomorrow Committees for the past 26 months. He also ran for City Council twice.*

Nominated by members of the Tualatin Planning Advisory Committee.



## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

17.5 Hours from October 2007 until December 2007

2. Number of years served.

5 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Lindsay Carskadon

Address 27806 SW Chehalis Street, Tualatin, OR 97062 Phone 503 885-9497

Nominated by Aimee Meuchel Phone 503 691-3083

Supporting information for this nomination are: (use additional paper if necessary)

Lindsay started volunteering with Thomas on Saturday mornings. While he processes holds, she helps out in the library at large shelving, straightening, and other projects. She is always willing to take on new things and works hard while she is here. Lindsay is a quiet young woman who is very intelligent. She can handle tasks that I wouldn't give to other volunteers, but I know she enjoys the challenge and will do a great job!

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Lindsay Carskadon

Address 27806 SW Chehalis Street, Tualatin, OR 97062 Phone 503 885-9497

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Lindsay Carskadon (Teen)  
27806 SW Chehalis Street, Tualatin  
503 885-9497

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Lindsay has volunteered with the library since 10/10/2007.
- In 2007 he volunteered 17.5 hours at the library.
- So far in 2008, she has volunteered 23.25 hours.

### **Dependability & Reliability:**

Lindsay is scheduled to come in weekly on Saturdays, from 11am until 1pm. That is a pretty difficult time slot to fill, but Lindsay has been very reliable. She does an excellent job communicating when she is unable to keep her scheduled time. Her mom also volunteers and she has a friendly rivalry with her mom about who has the best attendance! She takes her attendance and commitment to her volunteer time very seriously. We have had times when we had other events needing volunteers after her shift and she has offered to stay and help.

### **Impact & Results of Volunteer Efforts:**

Lindsay is very capable and we are able to utilize her skills in a variety of areas. She is a skilled at shelving all types of materials, assists with projects related to the Children's programming, and is often a volunteer that we think of when we hear about a special project needing a volunteer who likes a challenge!

### **Involvement in More Than One Aspect of Volunteer Efforts:**

I am unaware of what other areas Lindsay volunteers, but it would not surprise me at all to find out that she does!

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Grant Collins - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Grant Collins for City of Tualatin Volunteer of the Year 2007.

Grant Collins did his Eagle Project in September of 2007. He spent four months planning and then performing his project. Grant chose to restore the Rustic Shelter at Tualatin Community Park. He also added a new barbecue pit to the shelter area.

On the day of his event, Bryce had his fellow Scouts clean and paint the Rustic Shelter. Another group sanded and oiled trash cans in the area. A group of adults went up on ladders to clean off the roof. Lastly, they dug a hole and installed the new barbecue grill that Grant received as a donation. Overall, Grant and his Scout Troop worked for 102 hours on the project and Grant donated \$398 worth of material for the paint and grill. The total for time and donation comes to \$1,418.

I truly appreciate all of Grant's efforts.

Grant Collins  
8700 SW Stono Drive  
Tualatin, OR 97062  
503-692-0124

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

142.5 Hours

2. Number of years served.

1 year 4 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Marge Congress

Address 7123 SW Sager #103 Tualatin, OR 97062 Phone 503 427-9062

Nominated by Darrel Condra, Library Manager Phone 503 691-3066

Supporting information for this nomination are: (use additional paper if necessary)

Though Marge has not been among the library volunteers a long time she has shown a remarkable dedication and enthusiasm. Her volunteer efforts began with the usual library tasks, checking in books and straightening the shelves. She soon decided that she would like to become involved with the Friends of the Tualatin Library. Once involved with that group she worked on their book sale events and the ongoing book sale in the library. She became a member of the board of the Friends group.

In February 2007 she was appointed by the City Council to the Tualatin Library Advisory Committee. Her leadership skills were recognized and in October 2007 she was selected to be the Chair of that committee.

Marge continues to volunteer at the library, work with the Friends of the Library and Chair the Library Advisory committee.

Beyond these duties, this winter she is spearheading an effort by these groups to establish a foundation for the Tualatin library.

She still has time to enjoy the library and the programs it offers – and share that enjoyment. Nearly every Tuesday Marge can be found at the morning story time with her granddaughter Delia.

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Samantha Cook - T.E.A.M Tualatin**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Samantha Cook for City of Tualatin Volunteer of the Year 2007.

Samantha participated in the T.E.A.M. Tualatin summer youth volunteer program with the City of Tualatin Operations Department during the summer of 2007. This is her fourth summer volunteering with this program and, over that time, she volunteered for 137 hours. When we had space in different weeks, Samantha would step up and fill in so we would have a full crew.

I know Samantha to be a talented, dedicated, and hard-working individual. Her commendable attitude and agreeable nature are very much appreciated. She is always there, ready to lend a hand.

Samantha Cook  
19656 SW 57th Avenue  
Tualatin, OR 97062  
503-691-1923

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *32.75 hours since Aug. 2007 until Dec. 2007*
2. Number of years served. *6 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Amanda Culley

Address 20400 SW Martinazzi #56 Phone 503 205-9745

Nominated by Laurie Mintz Phone 503 297-7949

Supporting information for this nomination are: (use additional paper if necessary)

Amanda is extremely dependable and helpful, willing to shelve in tough areas (childrens)... She comes in to volunteer before her graveyard shift at work! Helps to keep our library in shape.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### **Nomination Criteria**

1. Total time spent on volunteer activities throughout the year.  
32.75 hours from August 2007 until December 2007.
2. Number of years served.  
6 months
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Amanda Culley

Address 20400 SW Martinazzi #56 Tualatin, OR 97062 Phone 503 205-9745

Nominated by Aimee Meuchel Phone 503 691-3083

Supporting information for this nomination are: (use additional paper if necessary)

Amanda is what I call an "invisible" volunteer. She comes every Monday evening before going to work at her graveyard shift and shelves children's books. She does this without any fuss. Some nights I don't even see her until we are closing the building because she is so intent on her job. Children's books are some of the most difficult books in the library to shelve because they are skinny and hard to see. Amanda does this job every week without fail and smiles while doing this job. She has a quiet positive energy about her that I look forward to every Monday night.

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *39 Hours*
2. Number of years served. *Our records indicate Eliza has volunteered since 2005. However, if chosen we need to*
3. Dependability and reliability of volunteer commitment. *verify the exact start date.*
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Eliza Devlin

Address 10290 SW Anderson Ct. Tualatin Phone 503-692-5240

Nominated by Mary Thompson Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

*Eliza comes in every Wednesday evening to work on the Friends of the library book sale. Holidays and weather don't deter her efforts. It's wonderful to have such dedication to our friends. Eliza is a warm & giving person and her efforts to make the sale appealing should be spotlighted.*

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *106 Hours*
2. Number of years served. *4 years 6 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Richard (Dick) Dreyfus

Address 21103 SW Jameco Ct. / Tualatin Phone 503 885-8316

Nominated by Dotty Dilling Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Richard supports the Tualatin Public Library in a major leadership role - he serves as the Friends of the Library president. He spends numerous hours building the organizational structure, leading meetings and representing and publicizing its goals in the community.

We also call him "the strong man," as he faithfully delivers the offsite Haggen bookdrop materials to the library. Without other help, he has done this heavy work for over a year. Now he has another team member who brings it in on another day as well.

Richard's hard work, intellect and vision

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

inspire us all.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Rachel Elliot

Address: 8212 SW Shenandoah Way, Tualatin, OR 97062 Phone: 503 577-5008

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Rachel Elliot  
8212 Shenandoah Way, Tualatin  
503 577-5008

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Rachel has volunteered since March 2007.
- In 2007, she contributed 71.25 hours.
- So far in 2008, she has volunteered 20.25 hours.

### **Dependability & Reliability:**

Rachel is one of our valuable "weekend warriors" as she is a weekend holds volunteer in the library. The volunteers that take on the responsibility of processing holds make a commitment to come in once a week, in the middle of their day, knowing that they will stay at least two hours. Rachel always communicates well in advance when she would be away, although she keeps her times away to a minimum as she knows that we don't have anyone available to sub on the weekends for the holds volunteer position.

### **Impact & Results of Volunteer Efforts:**

Rachel fills this position with a great deal of skill and competence. Processing holds is a monumental task that requires use of specialized computer programs, attention to detail, and patience! If we did not have a highly skilled volunteer in place for the two-plus hours it takes to complete this task, a staff member would need to step in and do the job. This is not an optional job that is "nice to get to", but rather a critical step in our daily process.

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. 71.25 since 3/07 until 12/07
2. Number of years served. 1 year
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Rachel A. Elliot

Address 8212 SW Shenandoah Way Phone 503 577-5008  
Tualatin

Nominated by Dotty Dilling Phone 503 691-3074  
Library volunteer

Supporting information for this nomination are: (use additional paper if necessary)

Sunday "holds checkin" is Rachel's domain! Because we have a small crew on Sundays, ~~the presence~~ a volunteer to check in coming reserved items through the computer and make them available for Tualatin library patrons is very important. Rachel intelligently focuses on the job, organizing and completing the job efficiently and in a timely manner. Rachel is extremely dependable and is always on time; she clearly communicates to us those rare days when she is unable to help us. We enjoy her smiles and positive attitude. Her efforts on this very busy and small-staffed day are clearly appreciated.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *15 hours each since Oct. 2007 until Dec. 07*
2. Number of years served. *5 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Marem, Midee & Cara Flores

Address 6455 SW Nyberg Lane #K101 <sup>Tualatin, OR</sup> 97062 Phone 503 427-5986

Nominated by Laurie A. Mintz Phone 503 297-7779

Supporting information for this nomination are: (use additional paper if necessary)

This family comes very dependably on evenings to help at the Library. Always cheerful, happy to help keep the library materials shelved, it is a pleasure to work with them, as a family group and to see how the girls are learning the benefits of volunteering early.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Brandon Glissmeyer - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Brandon Glissmeyer for City of Tualatin Volunteer of the Year 2007.

Brandon Glissmeyer did his Eagle Project in August of 2007. He spent six months planning and then performing his project. Brandon chose to remove gravel that was too large from a path behind Ibach Park and replace it with the proper size. He also installed 6x6 boards along the path to keep the gravel retained.

On the day of his event, Brandon had his fellow Scouts rake all the old gravel up and move it to a new location. He had other Scouts install the boards along the path. The second day, they returned to spread the gravel and then tamp it down using a viber plate. Overall, Brandon and his Scout Troop worked for 156 hours on the project and Brandon donated \$512 worth of material for the gravel. The total for time and donation comes to \$2,072.

Brandon was nice to work with. He always kept me informed about what was going on with his project and arranged the date for his project well in advance.

Brandon Glissmeyer  
8822 SW Stono Drive  
Tualatin, OR 97062  
503-885-8112

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Jon Hartman

Address 11865 SW Tualatin RD Apt. #9 Tualatin, OR 97062 Phone 503 482-5847

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Jon Hartman  
11865 SW Tualatin RD Apt. #9 Tualatin  
Tele: 503 482-5847

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Jon has volunteered since: 08/22/2007
- In 2007, he contributed 106.75 hours.
- So far in 2008, he has volunteered 67 hours.

### **Dependability & Reliability:**

Jon has added so much to our program. When I first started talking to Jon, I realized that he had so much potential to assist the City in both unique ways as well as in the Library. We decided the project to launch first would be the photography recording of the library construction. The timing was perfect for Jon to capture this project nearly from the start to finish – creating a visual chronicle of the unfolding story. We asked for a once a week commitment and we have received so much more as Jon as taken it upon himself to “keep an eye” on the project to make sure that he didn’t miss anything that was happening as to lose an opportunity to capture a photo moment.

### **Impact & Results of Volunteer Efforts:**

As the photos came pouring in, and they were fabulous, we wanted to find a way to share them with the citizens. Library staff facilitated getting the photos on the City website in a method that could be viewed as a slideshow to demonstrate the progress of the construction – with photos that Jon was taking.

### **Involvement in More Than One Aspect of Volunteer Efforts:**

In addition to this exciting project that Jon is working on, he also spends many hours a week volunteering at Lafky House where the Library Technical Services Department is currently located. There, he provides invaluable help in processing new materials, a highly skilled position. He is so reliable that the staff always has projects ready to go for him to complete.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

106.75 Hours from August 2007 until December 2007

2. Number of years served.

7 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Jon Hartman

Address 11865 SW Tualatin RD Apt. #9 Tualatin, OR 97062 Phone 503 482-5847

Nominated by Julie Wickman Phone 503 691-3069

Supporting information for this nomination are: (use additional paper if necessary)

I would like to nominate Jon Hartman for Celebrate Tualatin and the recognition of outstanding volunteers. Jon has volunteered regularly for the Library's Technical Services department for quite some time. He is dedicated, reliable, and focused on his work. Jon also volunteers in taking pictures of the Library's expansion project. It is so nice to see the progression of the project through his photos. Jon is a wonderful volunteer and is a huge help to the library.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

106.75 Hours from August 2007 until December 2007

2. Number of years served.

7 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Jon Hartman

Address 11865 SW Tualatin RD Apt. #9 Tualatin, OR 97062 Phone 503 482-5847

Nominated by Kathryn Alexander, Technical Services Librarian Phone 503 691-3067

Supporting information for this nomination are: (use additional paper if necessary)

I would like to nominate Jon Hartman for City of Tualatin Volunteer of the Year.

Jon Hartman is the best volunteer I've ever worked with. He is dedicated, performs all that is asked of him, does an outstanding job and is so reliable that it is easy to forget that he is not a regular employee. Jon has been volunteering with the Library since last September providing Technical Services help with unboxing and checking shipments of library materials and processing new materials to make them ready for circulation. He has mastered all the various steps needed for all types of material including books, DVDs, and CDs to the point where he requires very little supervision. When he finds a problem he has not encountered before he immediately asks staff for guidance. Jon is willing to take on unusual tasks such as organizing and cleaning the Lafky garage and he does a great job of polishing CDs and DVDs using the library's disk polisher. Another great thing about Jon is that if he notices a task that needs doing he will simply take it on to do. For example Jon started bringing our recycle bins back into the Lafky garage after the recycler has emptied them and did this without being asked. A small thing but it is much appreciated by me since I'd be the one doing it instead. Above all, Jon is dependable. If he says he will do something he does and if he says he'll be in he's here. He is truly an outstanding volunteer for the City of Tualatin and the Tualatin Public Library.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

106.75 Hours from August 2007 until December 2007

2. Number of years served.

7 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Jon Hartman

Address 11865 SW Tualatin RD Apt. #9 Tualatin, OR 97062 Phone 503 482-5847

Nominated by Annie Lewis, Library Technician Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Jon started volunteering for the library in August of 2007. Since that time Jon has dedicated over one hundred hours to volunteering in the library's technical services department. Jon is dependable and consistent in his efforts and has become an essential element to the efficient flow of work in tech services. Jon receives a majority of the new materials the library orders. He stamps and barcodes the materials, which significantly reduces the staff time required to process materials. The volume of materials processed in technical services this year is significantly greater due to the opening day collection for the new library. Jon's work allows paid staff to focus on performing quality cataloging for our patrons instead of physically processing materials. He also assists with polishing our DVDs and CDs, a task that helps save money for the library and improves the quality of service we provide to our patrons, the citizens of Tualatin. Jon is extremely polite and respectful to all of the staff and is willing to take on any job.

In addition to his work in technical services, Jon volunteers to take pictures of the library construction project. His photos help the citizens of Tualatin gain an inside look at the progress of the library project and also to see their tax dollars at work.

Jon is an outstanding candidate for volunteer of the year for his hard work, dependability and reliability and for the significant impact of his contributions on the city of Tualatin.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

106.75 Hours from August 2007 until December 2007

2. Number of years served.

7 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Jon Hartman

Address 11865 SW Tualatin RD Apt. #9 Tualatin, OR 97062 Phone 503 482-5847

Nominated by Suzy Coleman Phone 503 691-3068

Supporting information for this nomination are: (use additional paper if necessary)

I know of several projects Jon has worked on for the library. I have heard that he has volunteered for other city departments as well. The project I am most familiar with is his work for our libraries technical service department. Jon has faithfully arrived to unpack boxes and boxes of new library items and reconciled them to long packing slips. He has learned many of the processing tasks and he uses our not so easy to use disc polisher to help keep our DVDs and CDs playing like new for patrons.

Jon has also taken photos of the new library construction on a regular schedule to create documentation of the process. One can usually identify one of Jon's photos as he has a talent to put a shot in context. It isn't just jumbled construction materials, but the viewer can decipher how large or high that structural piece is and what it represents.

Jon's easy and gracious manner makes him a treasured volunteer. We all look forward to seeing him when he is volunteering.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

I nominate William (Bill) Hawley. He has dedicated roughly 70 hours of time to the City of Tualatin during 2007 in a number of important capacities.

2. Number of years served.

1.5 years on TPARK, 2 years on TPAC

3. Dependability and reliability of volunteer commitment.

Bill is exceptionally dependable and reliable. If Bill commits to something he follows through. If he says he'll be there, he'll be there. Furthermore, he also volunteers for *extra* responsibilities regularly such as site visits for the Heritage Tree Program or to participate in the Annual West Coast Giant Pumpkin Regatta.

4. Impact and results of volunteer efforts on the City.

Bill's Contributions have added a lot of value to the City as a very active member of its citizen advisory committees. His commitment to city issues is demonstrated not only by his commitment of time but also by his contribution of ideas and leadership. He has a wealth of personal and professional knowledge that engenders respect from his peers and therefore help guide many discussions. He has proffered many ideas on how to improve or add new service to the City and has enthusiasm for existing City programs. He came up with the idea for TPARK to issue a challenge to other advisory committees to race in the pumpkin regatta which is a playful way to engage other citizens.

5. Involvement in more than one aspect of volunteer efforts.

In 2007 Bill was on TPAC, TPARK, and the Arbor Week ad hoc Committee. This year he is on all of those committees as well as the Tualatin Recreation Bond Measure Feasibility ad hoc Committee. Bill also participated in the Tualatin Tomorrow visioning process as well.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee William (Bill) Hawley

Address 9472 SW Hume Ct. Phone 503.692.6452

Nominated by Carl Switzer Phone 503.691.3064

Supporting information for this nomination are: (use additional paper if necessary)

# NOMINATION FORM

(Please submit separate forms for each person. Use additional paper if necessary). Nominees may be adults, students or organizations

Celebrate Tualatin is designed as a way to recognize and thank the many people, businesses and organizations who work throughout the year(s) to make Tualatin not just a city, but a community. In order to give your nominee the greatest chance possible, please include as much information about them as possible. The committee can only compare candidates based on the information YOU provide them. All fields are *required* to be filled out.

Name of Nominee Bill Hayden

Business Name (if any) Hayden's Lakeside Grill

Phone Number 503 885-9292

Nominated by: Shelly Ellett Phone: 503 691-3065

In 250 words or less, please tell us why you are nominating this person or organization? Be sure to address the nominee's overall positive impact and/or leadership influence on the community & areas of inspiration or outstanding performance (attach paper if necessary)

*Please see attached.*

Please list all of the organizations and community projects in which the nominee has participated in recent years. If relevant, include any board and/or chair positions held. (attach paper if necessary)

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Please mail to: Tualatin Chamber of Commerce PO Box 701 Tualatin, OR 97062  
Fax to 503-692-6955 or Email [Shelly@tualatinchamber.com](mailto:Shelly@tualatinchamber.com)  
Questions?? Call the Tualatin Chamber at 503-692-0780

**Entry deadline is March 21, 2008**



*City of Tualatin*

18880 SW Martinazzi Avenue  
Tualatin, Oregon 97062-7092

October 4, 2007

Dear Selection Committee,

Please accept this nomination for Bill Hayden of Hayden's Lakeside Grill as City of Tualatin Volunteer of the Year 2008. For the past 7-½ years, I have worked with community volunteers in support of City programs and events. Please know that Bill Hayden has been a wonderful community partner and should be recognized for his efforts.

Since the inception of Starry Nights and Holiday Lights Tree Lighting event on the Commons four years ago with a meager budget of \$500, the City of Tualatin with partners like Hayden's, have been able to host a family-oriented fun event, sheltered from the weather, and complete with goodies. Events like this one would not happen without such support. Bill Hayden helped with the planning, hosted planning meetings, offered staff support, donated the use of his tents (the manpower/ labor to set them up and take them down), his electricity, lights, heater, tables, chairs, table covers, a balloon artist to entertain children, and appetizers (again with staff support serving them). In-kind contributions in support of the '06 event exceed \$4700.

His generosity doesn't end there. During those years when students from the TuHS spent hours hanging lights up around the Commons, Bill and his staff were out serving hot cocoa to 60-75 volunteers. Re/ Max hosts a holiday event on the Lake following the City's that has a different focus and he helps with that event, too. In support of Art Splash, he has donated raffle items and offered lunch specials and advertising. My neighbor leads an elementary fundraising effort in support of learning materials, and Bill has always come forth with a "yes!"

I am sure that Bill Hayden helps out where he can and I truly appreciate all of the support he has offered City programs these past years. Although he doesn't contribute the on-going direct volunteer hours that are usually recognized, he is a key volunteer in support of the City of Tualatin. Please consider Bill Hayden for Volunteer of the Year.

Respectfully Submitted,

Shelly Ellett  
Volunteer Services  
City of Tualatin

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**The Houlberg Family  
Volunteer Family**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate the Houlberg family for City of Tualatin Volunteer of the Year 2007.

This family has been adopting the Indian Meadows Greenway for over 11 years. Every month, they spend time cleaning up litter and, in summer months, watering trees. The Houlberg family has accumulated well in excess of 1,110 hours of volunteer time, just at Indian Meadows Greenway. They are one of the longest Adopt-a-Park families in town and they deserve to be thanked for all their years of service.

The Houlberg family has also volunteered at many tree plants over the last nine years. Whenever I need help and call on the Houlberg's, one or more of them comes running. When we were planning the Volunteer Appreciation Barbecue, they assisted in printing the invitations and getting them ready to be mailed. They came early to the event to help with set-up and stayed to help clean-up - and this was at an event to honor them, as well as all of the other volunteers.

Both Laura and Ryan participate in T.E.A.M. Tualatin each summer. Laura has participated for five summers and Ryan for three. Laura also sits on the Youth Advisory Council on the Board.

Whenever I need an extra set of hands, I know that I can call on Marissa. She has picked up pizza and delivered it to volunteer tree-planting events. She has gone door-to-door to recruit volunteers for a neighborhood tree plant and come out to plant the trees. That is a great resource to have.

The Houlberg's also donate thank-you gifts that they purchase for the volunteer program so that we can thank other volunteers.

They are one of the best volunteer families in town.

The Houlberg Family  
9789 SW Coquille Court  
Tualatin, OR 97062  
503-691-2530

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Laura Houlberg - T.E.A.M Tualatin,  
Youth Advisory Council, and more**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Laura Houlberg for City of Tualatin Volunteer of the Year 2007.

Laura participated in the T.E.A.M. Tualatin summer youth volunteer program with the City of Tualatin Operations Department during the summer of 2007. This is her fifth summer volunteering with this program and, over that time, she volunteered for 150 hours.

Laura does not stop there. She is also a member of the Youth Advisory Council where she works as part of the leadership team. She designed the logo for the "Battle of the Bands" that they held in August of 2007 and she helped plan and run the event.

Laura also attends tree plantings with her family and donates her time there. For 2007, she volunteered for over 100 hours among all of her events with the city and school.

I know Laura to be a talented, dedicated, and hard-working individual. Her commendable attitude and agreeable nature are very much appreciated. She is always there, ready to lend a hand.

Laura Houlberg  
9789 SW Coquille Court  
Tualatin, OR 97062  
503-691-2530

# CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

## Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee **Marissa Houlberg**

Address **9789 SW Coquille Dr. Tualatin, OR 97062** Phone **503.691.2530**

Nominated by **Ryan Dinneen – Community Services Department Teen Programs**  
Phone **503.691.3082**

Supporting information for this nomination are: (use additional paper if necessary)

**See attached statement**

All nominations are due March 19, 2007 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.692.5421, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)



## **CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION CRITERIA**

I am pleased to nominate Marissa Houlberg for the Volunteer of the Year Award.

I have no doubt Marissa's name is already known throughout the city as she has volunteered on many committees and city departments. However, Marissa has been an invaluable asset to the growth of the Teen Programs over the last year. Whatever the project or activity, Marissa is always willing to serve as an extra set of eyes or to lend an extra hand. This year Marissa has volunteered over 75 hours as a parent volunteer for teen program activities such as Mt. Hood Meadows trips. Whenever we are in need of additional supervision, Marissa is the first parent to volunteer to help out. In truth, she has even volunteered at events when her own children are not participating! The hours she has devoted to the Teen Program events. I have made the activities safer and more enjoyable for all who participate.

Marissa has helped out in numerous other ways. She volunteers at Youth Advisory Council events – from the Haunted House to the Haunted House construction (when she brought the entire family along) - working behind the scenes to help organize and assist in these teens' activities. She encourages the YAC members in their work to enhance the City of Tualatin for young residents.

Marissa has been volunteering with various city departments for many years. I marvel at the amount of time she and her family have devoted to making a contribution here in Tualatin. Currently, she volunteers at the library, at the Heritage Center and on Tualatin Tomorrow committees. Undoubtedly, she has been nominated countless times in the past; and yet I could not pass up the opportunity to share with the nomination committee Marissa's impact on the Teen Programs this year.

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *23 Hours from Oct. 2007 until Dec. 2007*
2. Number of years served. *5 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Raúl Lopez

Address 8030 SW Avery St. #222 Tualatin, OR <sup>97062</sup> Phone 503 855-3692

Nominated by Erica Kindrick Phone (503) 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

While Raúl is a fairly new volunteer, he has been very reliable and punctual with regards to his scheduled shifts at the library. Since he is primarily Spanish-speaking, we originally set up his shift at a time when bilingual staff would be able to support him, yet he is so good at shelving DVD's, Adult fiction, and YA that he rarely needs assistance or instruction from staff. Also, I think having volunteers of different cultural backgrounds helps to show the diversity that exists in Tualatin.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *223.5 Hours*
2. Number of years served. *Approximately 3 years*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Eleanore Mickus

Address 178.35 SW Shasta Trail Phone 503 612-1982

Nominated by Laurie Mintz Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Eleanore always has such a great attitude about helping out at the library. She helps with holds, friends of Library... is willing to substitute on short notice, really helps get our materials moving.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

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## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Eleanore Mickus

Address: 17835 SW Shasta Terrace, Tualatin, OR 97062 Phone: 503 612-1982

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Eleanore Mickus  
17835 SW Shasta Terrace Tualatin  
503 612-1982

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Eleanore has volunteered since 02/24/2005.
- In 2007, she contributed 223.5 Hours hours.
- So far in 2008, she has volunteered 31.25 hours

### **Dependability & Reliability:**

Eleanore is one of our "jewels" as she is a holds volunteer in the library. The volunteers that take on the responsibility of processing holds make a commitment to come in once a week, in the middle of their day, knowing that they will stay at least two hours. Eleanore always communicates well in advance when she needs to be away and needs a substitute for this important task. Additionally, she is always willing to trade with someone if that helps out the schedule or even cover a 2<sup>nd</sup> shift if her schedule allows.

### **Impact & Results of Volunteer Efforts:**

Processing holds is a monumental task that requires use of specialized computer programs, attention to detail, and patience! It is a "hurry up and wait" for the daily arrival of the courier and then the anticipation of how many taskets of materials might be arriving that day to process. Eleanore always adds a sense of calmness as well as humor to our day. If we did not have a highly skilled volunteer in place for the two-plus hours it takes to complete this task, a staff member would need to step in and do the job. This is not an optional job that is "nice to get to", but rather a critical step in our daily process.

### **Involvement in More Than One Aspect of Volunteer Efforts:**

In addition to Eleanore's contribution in processing holds, she also is a Board Member and Vice President of Friend's of the Library. In that role she is very involved: working on both the ongoing book sales and the special book sales. Eleanore not only helps at other events such as when the library moved into the temporary facility, but she often recruits members of her family to help as well.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

31.5 hours since October 2007

2. Number of years served.

5 months.

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Thomas Nelson

Address: 19868 SW 68<sup>th</sup> Ave. Tualatin, OR 97062 Phone: 503 691-8576

Nominated by: Aimee Meuchel Phone: 503 691-3083

Supporting information for this nomination are: (use additional paper if necessary)

Thomas comes in every Saturday and processes holds. He is always early and cheerful, which is a miracle since he is a teenager. I've never worked with a teen before who could reliably come in to the library and volunteer on Saturday mornings! Thomas is funny, friendly, and very smart. He is a joy to work with and I will miss him when he leaves for college. I have been able to work with him on Teen Game Day programs as well and he is always enthusiastic and great at greeting other teens and getting them in on the games. He is an asset to this community.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### **Nomination Criteria**

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Thomas Nelson

Address: 19868 SW 68<sup>th</sup> Ave. Tualatin, OR 97062 Phone: 503 691-8576

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Thomas Nelson (Teen)  
19868 SW 68<sup>th</sup> Ave., Tualatin  
503 691-8576

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Thomas has volunteered with the library since October 2007.
- In 2007 he volunteered 31.5 hours at the library.
- So far in 2008, he has volunteered 20.5 hours.

### **Dependability & Reliability:**

Thomas is scheduled to come in weekly on Saturdays, from 11am until 1pm. That is a pretty difficult time slot to fill, but Thomas has been very reliable. He does an excellent job communicating when he is unable to keep his scheduled time, and usually the conflicts only involve school related activities. We have had times when we had other events needing volunteers after his shift and he has offered to stay and help.

### **Impact & Results of Volunteer Efforts:**

Thomas is very capable and we are able to utilize his skills in a very specialized area. He is one of seven volunteers that processes holds requests for us. This position requires a level of dedication and commitment above many of our other positions because if the volunteer were unable to work their shift, only a staff member would be able to complete the task in the volunteer's absence. As you can imagine, this creates a great deal of last minute staff changes if one of our holds volunteers is unable to come in at the last minute, so we are especially grateful for Thomas being so dedicated with his weekend duties.

### **Involvement in More Than One Aspect of Volunteer Efforts:**

Thomas has participated in other events at the library, such as the Teen Game Day. He is equally as capable of interacting with the younger teens, as he is being friendly and appropriate with adults and staff.

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *31.5 since Oct. 2007*
2. Number of years served. *5 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee THOMAS NELSON

Address 19808 SW 68<sup>th</sup> Ave. Tualatin, OR 97062 Phone 503 691-8576

Nominated by Mary Thompson Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

For so long we've been without a horse volunteer on Saturdays. Thomas eagerly stepped up to the plate. He is very enthusiastic & willing to learn more. Thomas has also helped out with the Teen Game Day events. I thoroughly enjoy working with such a bright, funny young man with great potential.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *31.5 hours since Oct. 2007*
2. Number of years served. *5 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Thomas Nelson

Address 19868 SW 48<sup>th</sup> Ave. Tualatin, OR 97062 Phone 503 691-8576

Nominated by Susan Boulden Phone 885-713

Supporting information for this nomination are: (use additional paper if necessary)

*He is very reliable when doing the holds, he gets them done in record time, he helps to lighten our load of work, without him we would not be able to get them done. He makes Saturday's a lot more fun to work on. I appreciate all of his help and his wonderful attitude.*

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

# CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

## Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on City programs.
5. Involvement in more than one aspect of volunteer efforts either within or between Committees or Departments.

Based on the nomination criteria, we would like to nominate:

Name of Nominee: Hubert Nukes

Address: 18120 SW Cheyenne Way, Tualatin Phone: 692-1708 (H)

Nominated by: Members of the Urban Renewal Advisory Committee

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Supporting information for this nomination is:

- Hubert (Hube) Nukes, a retired postmaster and long-time resident of Tualatin, has served on the on the Urban Renewal Advisory Committee (URAC) since 1985. During his tenure, he has actively participated on many issues related to the development of properties within the two urban renewal districts as well as changes to the urban renewal plans which guide development in these areas. He was vice-chairperson of URAC in 2007.
- In 2005, as a result of his participation on URAC, Mr. Nukes volunteered to serve as URAC's representative for the Town Center Citizen's Advisory Committee which was chartered with reviewing options for the future of the downtown Tualatin area.
- In the early 1990's after his retirement , Mr. Nukes was committed to use his time in a volunteer capacity with the City. As a result, he initiated a program to solicit volunteers to serve in various capacities to support the City. This program was eventually taken over by Carol Bergstrom. As a result of this volunteerism, it encouraged Mrs. Bergstrom's son, Chris, to volunteer on various City committees and was the youngest person ever elected to Tualatin's City Council.

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**Volunteer of the Year Nomination**  
**Hubert Nukes**  
**Page 2**

- Mr. Nukes has volunteered with the Tualatin Chamber of Commerce Crawfish Festival.
- He served on an ad hoc committee to explore options for a recreation center for the children and youth of Tualatin.
- He has served on various sub-committees in support of the Tualatin library.

In summary, upon his retirement over 20 years ago, Mr. Nukes made a commitment to serve the City of Tualatin in a variety of ways. Although health issues frequently make it difficult for him to serve as many hours on the Urban Renewal Advisory Committee as in past years, he remains committed to ensuring that Tualatin is a great place to live and work. We appreciate the many contributions he has made to both URAC and the City and feel he deserves this recognition.



# City of Tualatin

18880 SW Martinazzi Avenue

Tualatin, Oregon 97062-7092

March 10, 2008

To the Celebrate Tualatin Nomination Committee:

I am pleased to nominate Kevin Oliver for the Volunteer of the Year Award.

Kevin Oliver volunteered over 50 hours with the Tualatin Youth Advisory Council's Haunted House. He donated his time to help with the construction and planning of the 2008 Haunted House. In addition, he spent every Haunted House night serving as the "narrator" for the groups entering the Haunted House. He wrote out a script to use while guiding the groups through the Haunted House and was as animated and energetic with the first group of the night as he was with the last. He even dressed in a suit every evening! Also, he encouraged various friends and family to come to the Haunted House and support the YAC's efforts. To top it all off, Kevin returned the following week to help us in tearing down and storing the Haunted House materials.

While Kevin is not an *official* YAC member, he was enormously helpful to YAC's Haunted House this year. The project would not have been the same without him and the Tualatin Youth Advisory Council is grateful for all the hours he contributed.

Thank you for considering Kevin for this award. Feel free to contact me with any questions about Kevin's contributions to the YAC.

Sincerely,

Ryan Dinneen  
Teen Program Specialist  
City of Tualatin

## **CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM**

### **Nomination Criteria**

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee **Kevin Oliver**

Address **19420 SW 65<sup>th</sup> Place Tualatin, OR 97062** Phone **503.691.1420**

Nominated by **Ryan Dinneen – Community Services Department Teen Programs  
and the Tualatin Youth Advisory Council**

Phone **503.691.3082**

Supporting information for this nomination are: (use additional paper if necessary)

**See attached statement**

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.692.5421, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. George : 53.5 Hours  
Oida : 80 Hours
2. Number of years served. *5 years 6 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee PACKARD FAMILY - GEORGE & OUIDA

Address 8675 SW Sagert St. Tualatin 97062 Phone 503-885-7911

Nominated by Mary Thompson Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

George and Ouida are such dears to come in and help us. George never fails to get up our nonfiction section while Ouida attracts media & fiction. Determined, hard working & always with a smile, we all brighten when they arrive. They've been volunteering as long as I can remember. George has also helped with putting up displays in the children's section. I've never met a ~~more~~ couple more eager to help out in any way they can. Our library is so lucky!! We are so lucky!

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

85 Hours from June 2007 until December 2007

2. Number of years served.

9 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Gerri Pedersen

Address 10910 NE Tillamook St. Portland, OR 97220 Phone 503 257-6155

Nominated by: Annie Lewis, Library Technician Phone: 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

I am nominating Gerri Pedersen for volunteer of the year because of her dependability and reliability of commitment, as well as the impact her work has had on improvements in the Tualatin Library. Gerri volunteers most mornings after working the graveyard shift at her full time job. Gerri enjoys volunteering at the library because she can be on her feet, a change from her paid position where she sits the entire time. She takes on every task with great enthusiasm and is always willing to take on any special project at the library (as long as it does not involve sitting down!).

Gerri's volunteer efforts have made a significant impact on our library collection, especially children's materials. Due to recent cataloging changes, many of our children's items needed new labels. Gerri worked hard to replace all of the labels on these items, making it easier for patrons to locate the books on our shelves. Additionally, Gerri recently assisted the public services staff by searching for items that had gone missing in our database. The project involved tedious scanning of the shelves to find lost items. Gerri's work helped staff clean up our database, which in turn helps reduce confusion for our patrons.

Gerri recently began assisting the circulation staff with the "pick list" in the mornings. Each day our circulation staff works to pull items off of our shelves that patrons county wide have requested. This is a time consuming, important task that assumes a significant amount of staff time each day. Gerri's help with this task not only saves staff time but also

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helps the Tualatin Library provide more timely services to patrons across Washington County.

In summary, Gerri's efforts have saved staff time and helped the Tualatin Library provide better services to the citizens of Tualatin and throughout Washington County. Her enthusiasm, efficiency and her consistency in service all qualify her to be named volunteer of the year.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

85 Hours from June 2007 until December 2007

2. Number of years served.

9 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Gerri Pedersen

Address 10910 NE Tillamook St. Portland, OR 97220 Phone 503 257-6155

Nominated by Melissa Koons Phone 503-691-3070

Supporting information for this nomination are: (use additional paper if necessary)

Gerri is an invaluable contributor as a volunteer at the Tualatin Library. This is her first year to volunteer with us, yet she has already amassed a great deal of volunteer hours as she has worked on a variety of projects and with numerous staff.

An example of a project that Gerri has helped us with includes an on-going re-labeling project that benefits our patrons by making our materials easier to locate on the shelves. Each of our internal departments, Technical Services, Public Services and Circulation Services appreciates how much easier this makes their jobs as well as it expedites materials being returned to the shelves accurately and updating labels to match the labels on new materials.

Another skill Gerri has is her attention to detail, which enables her to pull holds off our shelves for patrons and help with shifting the collection on the shelves.

Gerri is a wonderful encouragement to other volunteers. She is always willing to "show another volunteer the ropes" when they are learning a new project and since she is working one-on-one with the volunteer she recognizes potential in others and invites them to help her.

Gerri currently works a graveyard schedule, but it does change from week to week as to which days she will work. When Gerri first started volunteering, she did not have this schedule. It was only after her employer found out that she was volunteering with the City

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of Tualatin that they offered her a coveted change in schedule to a more regular shift, to enable Gerri to volunteer up to 4 morning a week. She arrives to volunteer immediately after her paid work shift is completed. She sends me a weekly email about her schedule so that we always know when to expect her. She is a gem of a volunteer!

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

85 Hours from June 2007 until December 2007

2. Number of years served.

9 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Gerri Pedersen

Address 10910 NE Tillamook St. Portland, OR 97220 Phone 503 257-6155

Nominated by Cherie Rainwater, Library Phone 503-691-3071

Supporting information for this nomination are: (use additional paper if necessary)

Gerri has helped us tremendously at the Library. She has come regularly multiple times a week to work on special projects for us. Gerri is totally dependable and contributes to the library with such a positive attitude. We have given some big projects to her, including the re-labeling of entire collections, and she has tackled these with enthusiasm and dedication. It should be noted that Gerri works a night shift for her job, so she has already put in a full night at work before she comes to the library in the morning to work with us. She volunteers here for a few hours, and then goes home to bed. Gerri is dedicated and caring, and we really appreciate the contribution she has made to the community through her efforts the Library!

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

85 Hours from June 2007 until December 2007

2. Number of years served.

9 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Gerri Pedersen

Address 10910 NE Tillamook St. Portland, OR 97220 Phone 503 257-6155

Nominated by Aimee Meuchel, Library Phone 503-691-3083

Supporting information for this nomination are: (use additional paper if necessary)

I have worked with Gerri on many projects during her time volunteering for Tualatin Public Library. She has been trained in re-labeling collections with labels that have changed over the years. This is not a project we generally have volunteers do, but Gerri's attention to detail and keen eye made her perfect for this type of work. Gerri comes into the library after working a graveyard shift at her real job. She works for us for a couple of hours before heading home to sleep. This dedication alone makes her a good volunteer. Her contributions make her a priceless volunteer and I count on her to come in and do the tasks that need doing. She is great at letting me know when she will be in and always works with a smile.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

85 Hours from June 2007 until December 2007

2. Number of years served.

9 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Gerri Pedersen

Address 10910 NE Tillamook St. Portland, OR 97220 Phone 503 257-6155

Nominated by Tudy Schiveley Phone 503-691-3063

Supporting information for this nomination are: (use additional paper if necessary)

I'm nominating Gerri Pedersen as the most amazing volunteer to ever walk into the Library. Gerri comes to the library after she finishes her night shift at work. She is here four mornings every week and spends 2-3 hours pulling hold requests, shelving all kinds of material including children's and adult books, movies, and music CD's. She even supervised and trained other volunteers to shift big collections to make room for new books in our small, temporary space. I heard that Gerri's employer is so impressed with her dedication to the Library that her work hours have been adjusted so she can be here as scheduled.

Gerri's reliability, accuracy, and ability to work independently are hard to find qualities in volunteers and employees. The Library is extremely lucky to have her.

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *85 hours since June 2007*
2. Number of years served. *9 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee *Gerri Pedersen*

Address *10910 NE Tillamook St. Portland 97219* Phone *503 257-6155*

Nominated by *Mary Thompson* Phone *215/08*

Supporting information for this nomination are: (use additional paper if necessary)

*Gerri started out shelving for us & quickly learned how to shelve all collections. She is always eager to learn new things and work on special projects. She worked with Public Services to redo the Anime duels and the Easy Reader collections which is tremendous. Gerri goes above and beyond in helping wherever she's needed. She is an absolute dynamo at locating outgoing holds. In addition to her commitment to excellence, her cheerfulness & bright smile help to put a positive spin on our workday.*

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *85 Hours since June 2007 until Dec. 2007*
2. Number of years served. *9 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Gerri Pedersen

Address 10910 NE Tillamook St, Portland, Or 97220 Phone 503 257-6155

Nominated by Dotty Dilling Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Gerri has demonstrated eagerness, energy and dedication in volunteering several hours a week shelving library materials, pulling holds, assisting new volunteers and working on numerous special projects. She works with great accuracy and is extremely dependable. Her morning volunteer efforts help circulation staff at a critical part of the day; when we open the doors to patrons, we feel greater readiness and organization thanks to Gerri's hard work. She comes to help us after working a full shift at her employment. Such great energy and interest!

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year.
2. Number of years served. 6 months
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Brian: 30.5 Hours

Pam: 34.5 Hours

from Oct. 2007 until  
Dec. 2007

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of  
Nominee Pam and Brian Porcello (mother and son)

Address 10780 SW Lucas Drive, Tualatin Phone 503 602-3971

Nominated by Dotty Dilling Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Pam and Brian are the volunteer holds "check in" team on Fridays. They separate the incoming holds from the items belonging to Tualatin library, which are also courier-delivered and mixed together in delivery baskets. Brian does the sorting, while Pam does the check-in and organizing onto carts. Brian takes completed carts down to the holds shelving area so that they will be ready for patrons to pick up. They form these tasks with accuracy, energy and enthusiasm. The library greatly benefits from their dependable help, and from their smiles! What a team!

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Pam & Brian Porcello

Address: 10780 SW Lucas Drive Tualatin, OR Phone: 503 692-3971

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Pam & Brian Porcello  
10780 SW Lucas Drive Tualatin  
503 692-3971

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Pam and Brian Porcello have volunteered since 08/23/2007.
- In 2007, Pam contributed 34.5 hours and Brian contributed 30.5 hours.
- So far in 2008, they have volunteered 18 hours.

### **Dependability & Reliability:**

Pam is one of our "gems" as she is a holds volunteer in the library. The volunteers that take on the responsibility of processing holds make a commitment to come in once a week, in the middle of their day, knowing that they will stay at least two hours. Pam rarely has needed to miss her shift, but when she does, she has been able to let us know far enough in advance to get a substitute.

### **Impact & Results of Volunteer Efforts:**

Processing holds is a monumental task that requires use of specialized computer programs, attention to detail, and patience! It is a "hurry up and wait" for the daily arrival of the courier and then the anticipation of how many taskets of materials might be arriving that day to process. If we did not have a highly skilled volunteer in place for the two-plus hours it takes to complete this task, a staff member would need to step in and do the job. This is not an optional job that is "nice to get to", but rather a critical step in our daily process. **Pam brings her home-schooled son with her and they do part of this job together and then Brian spends part of his time doing some other projects for the library. It has been a pleasure seeing this great mom/son team working together.**

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. Pam : 34.5 Hours
2. Number of years served. 6 months Brian 30.5 Hours  
from Sept. 2007 until  
Dec. 2007
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Pam and Brian Porcello

Address 10780 SW Lucas Drive Tualatin, OR 97062 Phone 503 692-3971

Nominated by Mary Thompson Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Pam and her son have been regular patrons of this library for years and recently came on board to help us behind the scenes. They come every Friday to do our incoming books. If they arrive before our courier, they help out with shelving. Pam does the computer part & Brian sorts the baskets and checks media for content. This mother and son team is a well oiled machine and we are so happy to have them with us.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Natalie Pozo - T.E.A.M Tualatin**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Natalie Pozo for City of Tualatin Volunteer of the Year 2007.

Natalie participated in the T.E.A.M. Tualatin summer youth volunteer program with the City of Tualatin Operations Department during the summer of 2007. This is her fourth summer volunteering with this program and over that time, she volunteered for 120 hours.

I know Natalie to be a talented, dedicated, and hard-working individual. Her commendable attitude and agreeable nature are very much appreciated. She is always there, ready to lend a hand.

Natalie Pozo  
22875 SW Miami Drive  
Tualatin, OR 97062  
503-691-9873

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Lindsey Pozo - T.E.A.M Tualatin**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Lindsey Pozo for City of Tualatin Volunteer of the Year 2007.

Lindsey participated in the T.E.A.M. Tualatin summer youth volunteer program with the City of Tualatin Operations Department during the summer of 2007. This is her fifth summer volunteering with this program and, over that time, she volunteered for 150 hours.

I know Lindsey to be a talented, dedicated, and hard-working individual. Her commendable attitude and agreeable nature are very much appreciated. She is always there, ready to lend a hand.

Lindsey Pozo  
22875 SW Miami Drive  
Tualatin, OR 97062  
503-691-9873

# CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

## Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

*Mrs. Pratt Broome spends approximately 10 hours serving on URAC, but many additional hours are spent on other volunteer efforts, as documented below.*

2. Number of years served.

*Mrs. Pratt Broome has served on URAC since it's inception in 1976 (32 years) as well as numerous "Ad Hoc" committees including Art (pet sculpture), Historical, Tualatin Commons signage, and the Landmark Tower.*

3. Dependability and reliability of volunteer commitment.

*Whenever Mrs. Pratt Broome volunteers for a committee or special project, she is committed to serving and putting forth a 100% effort. Her rare absence from a scheduled meeting is only due to her commitment to the Willowbrook program in the summer months.*

4. Impact and results of volunteer efforts on City programs.

*Having lived in Tualatin for many years, her wealth of knowledge regarding our community has proven invaluable, particularly when the Urban Renewal Advisory Committee discusses options for growth and further development in the downtown area.*

5. Involvement in more than one aspect of volunteer efforts either within or between Committees or Departments.

*As mentioned above, Mrs. Pratt Broome has served on numerous Ad Hoc committees. She was instrumental in the research and development of the rock sculpture at Tualatin Commons which depicts Tualatin's history, reviewing historical structures in the City to make recommendations on which properties should be saved as well as the annual Art Splash exhibit.*

**Based on the nomination criteria, we would like to nominate:**

Name of Nominee: Althea Pratt Broome

Address: P. O. Box 236, Tualatin Phone: 692-4006 (H)

Nominated by: Members of the Urban Renewal Advisory Committee

**Supporting information for this nomination is:**

- Mrs. Pratt Broome has served on the Urban Renewal Advisory Committee (URAC) since its inception in 1976 and frequently has served as Chairperson.
- Since 1982, Mrs. Pratt Broome has operated Willowbrook, a summer educational program for children ages 3 through 18. Her students have frequently done drama and musical performances for special City events such as the opening of Tualatin Commons, the Crawfish parade and festival, opening of Browns Ferry Park, etc.
- Volunteer recognition for Mrs. Pratt Broome range from receiving the first "Volunteer of the Year" award in 1987 to receiving the "Distinguished Citizen Award" in 2002.
- In 2001 she served as Chairperson for the Ad Hoc Landmark Committee to review options for a bell/clock tower at Tualatin Commons. In addition to working with committee members, she routinely interfaced with City Council members as well as the media as the various design concepts were presented for review.
- As owner of the historic Sweek House, Mrs. Pratt Broome has opened her home to tours for school children, retirement groups, and fundraising efforts for the library building and Historical Society.
- In 1975 Mrs. Pratt Broome was a founding member of the Friends of the Tualatin Wetlands. This organization became the Wetlands Conservancy in 1981 when a land trust was formed. Due to her keen interest in the wetlands, Mrs. Pratt Broome has conducted tours and educational lectures for school children, college students, Camp Fire Girls, Boy Scouts and Girl Scout groups. She has done presentations on this subject to the Chamber of Commerce (luncheon meetings and Leadership Tualatin program) as well as the Parks Department.
- From 1989 through the present time, Mrs. Pratt Broome has been a member of the Tualatin Historical Society. She was recognized for her contributions for studying and sharing her knowledge of Tualatin's historical past as well as maintaining the Sweek House.
- On a regional basis, Mrs. Pratt Broome was a volunteer on the Washington County's Cultural Coalition Committee and, for the past eight years, has served on the Oregon Community Foundation. Her efforts with the Oregon Community Foundation include work with the arts as well as the preservation of wetlands and open spaces.

In summary, while Mrs. Pratt Broome is being nominated by the Urban Renewal Advisory Committee for her volunteer efforts, it is obvious by the breadth of her volunteer efforts that she exemplifies a truly dedicated individual who is committed to making our City a better place to work and live.

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**R.E.I.**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate R.E.I. for City of Tualatin Volunteer of the Year 2007.

R.E.I. has been partnering with the tree-planting program. At two events in 2007, they sponsored the volunteer snacks and food. They set up a tent and handled checking-in of all volunteers. They also held a raffle for the volunteers. R.E.I. was such an asset at these large events when the city did not have to provide the food or thank-you gifts.

In the summer, R.E.I. held part of their new employee training at the parks, watering newly-planted trees. Overall, they volunteered for 198 hours and donated \$495 dollars in thank-you gifts and food. Their total contribution to the city was \$2,475.

Sara Fry was the R.E.I. employee most responsible for R.E.I.'s involvement, and her time and effort are greatly appreciated. Sara left R.E.I. to spend more time with her baby, but she is still in town.

R.E.I.  
7410 SW Bridgeport Road  
Tigard, OR 97224  
503-624-8600

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Roberta, Joshua and Sara Rinderknecht

Address: 8593 SW Iroquois Drive Tualatin, OR Phone: 503 612-0616

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## **Celebrate Tualatin Nomination Form**

**Nominee:** Roberta, Joshua & Sarah Rinderknecht  
8593 SW Iroquois Drive Tualatin  
503 612-0616

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Roberta, Joshua and Sarah have volunteered since 06/12/2007.
- In 2006, Roberta contributed 39 hours, Joshua 38.5 hours, and Sarah 31.25 hours.
- So far in 2008, Roberta has volunteered 6.75 hours, Joshua 6.75 hours and Sarah 2 hours.

### **Dependability & Reliability:**

If all volunteers were as reliable as Roberta and her children, scheduling volunteers would be simpler! They have a regular time that they come in once a week to shelve, but if at any time they have other plans, they email me their change in schedule, and will often times suggest an alternate time in order to "make up" the missed volunteer shift.

### **Impact & Results of Volunteer Efforts:**

This family is a constant source of inspiration! Not only because they shelve in one of the most difficult areas of the library: children's, but because of how well they interact with each other. Roberta is such a patient and caring mom and is so gentle in how she instructs the children in their volunteer efforts. At ages 9 and 6, I was somewhat reluctant at first to have Joshua and Sarah volunteer in such a difficult area to shelve, but didn't want to discourage them from their first efforts at volunteering. So, we set up a plan for how to make it happen. Well, in no time at all, it was obvious that these children were regular patrons and avid readers and that their investment in getting materials back onto the book shelves accurately was a matter of pride for them, as well as for their mom. They are a terrific trio that quickly and quietly accomplishes great things each time they come into the library to volunteer.

### **Involvement in More Than One Aspect of Volunteer Efforts:**

Until the children are 14, they will need to continue to volunteer with their mom, but I expect we will see more from them as soon as they are able to spread their wings!

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *Roberta: 39 Hours  
Joshua: 38.5 Hours  
Sarah: 31.25 Hours*
2. Number of years served. *9 months  
since June 2007  
until Dec. 2007*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee The Rinder knecht (Roberta M - mother)  
Joshua and Sarah - children

Address 8593 Iroquois Dr Phone 503 612-0616  
Tualatin, Or

Nominated by Dotty Dilling Phone 503 692-3074

Supporting information for this nomination are: (use additional paper if necessary)

The Tualatin Library's children's area is so organized and attractive after Roberta and her children have shelved and straightened there! Roberta is a focused project, given her young, school-age children, task demonstrations and encouragement. She always checks their work and understanding. They quietly arrive and work busy-bee style, accomplishing such important work. They are serious, dependable, and ask questions to confirm understandings. The fact that they enjoy using the library shines in their dedication and dependability. Volunteering "family style" is their service to the library and its patrons.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. Roberta: 39 hours  
Joshua: 38.5 hours
2. Number of years served. Since June 2007  
until 12/2007  
*9 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Roberta - & her son Joshua Rinderknecht

Address 8593 SW Iroquois Dr. Phone 503 612-0616

Nominated by Constance Dorreman Phone 612-9222

Supporting information for this nomination are: (use additional paper if necessary)

Both of them come in and ~~we~~ get our childrens ~~the~~ area in order.

I feel that Roberta is not only teaching her children the importance of volunteering, she is also ~~do~~ doing it.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *314.5 Hours*
2. Number of years served. *2 years*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee *Jill Ross*

Address *18755 SW 90<sup>th</sup> Ave #812 Tualatin, OR 97062* Phone *503 885-1268*

Nominated by *Mary Thompson* Phone *503 691-3074*

Supporting information for this nomination are: (use additional paper if necessary)

*Jill is one of the most eager volunteers I've met. She started out shelving and has branched out to processing incoming holds every Thursday. When someone can't do the holds, Jill often fills in. Jill has also taken on the duty job of weekly meeting our newspaper collection. It would be hard to imagine this library without her smiling face.*

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Justin Ross - T.E.A.M. Tualatin, Eagle  
Project, and more!**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to take this opportunity to tell you some good things about Justin Ross.

Justin has been volunteering with the T.E.A.M. Tualatin program from its first summer in 2001. For **seven** summers, he has come out and worked very hard in the hot sun, volunteering for over 218 hours. He is the only participant to volunteer every summer for this program.

Justin also did his Eagle Project with the city in June 2007. He repaired the bridge over Hedges Creek in Tualatin Community Park. He pulled all of the old, splintering wood top-deck off and replaced it with recycled plastic "wood" decking that has a no-slip grain. The bridge looks great and is now much safer to cross in wet or freezing weather. Justin also did wetland restoration work at the bridge by removing non-native, invasive plants and planting natives in their place. In addition, he and his family came out twice a week all summer to water the new plants. Justin and his volunteer assistance donated 253 hours to the city that equates to \$2,530. The materials donated totaled \$1,580, for a grand total of \$4,110.

Justin is a very dedicated city volunteer. Whenever I have a project that needs extra hands, I know that I can call on Justin to come and assist. He helped get the invitations ready and mailed out for the first city Volunteer Appreciation Barbecue, planted trees, assisted with volunteer event preparation, and picked up trash in the parks. He does all of this while attending the high school, where he is an Honors student. I highly recommend him to be chosen as Volunteer of the Year for the City of Tualatin.

If he does not receive that award, I request his name be forwarded into consideration for the Volunteer Youth Award from the Chamber of Commerce. Justin is a volunteer Gem!!

Justin Ross  
10049 SW Erie Court  
Tualatin, OR 97062  
503-612-8552

**CITY OF TUALATIN VOLUNTEER OF THE YEAR  
NOMINATION FORM**

**Nomination Criteria**

1. Total time spent on volunteer activities throughout the year. *22.5 Hours since January 2008.*
2. Number of years served. *2 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee Mahvash Saedi

Address 18397 SW 135<sup>th</sup> Terrace, Tualatin, OR 97062 Phone 503 925-9627

Nominated by Erica Kindrick Phone (503) 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Mahvash has been volunteering at the library for only a short time, she has shown herself to be a fast learner, very accurate, and more than willing to learn new tasks and take on new duties. She is very good at shelving all parts of the collection, and we have grown to rely on her help with pulling hold requests in the mornings. She is an excellent addition to our volunteer staff.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

Mahvash started volunteering in January of 2008. Since January she volunteered at total of 22.5 hours.

2. Number of years served.

2 months

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee Mahvash Saedi

Address 18397 SW 135<sup>TH</sup> Terrace, Tualatin, OR 97062 Phone 503 925-9625

Nominated by Gerri Pedersen, Library Volunteer Phone 503 257-6155

Supporting information for this nomination are: (use additional paper if necessary)

I admire Mahvash so much. Besides being so beautiful, she is the nicest person. Mahvash pulls holds at the library and I know from experience that it is difficult to understand the filing system, for example that the Mc's are not filed after the Ma's and Mb's. Her ability to catch on despite having to think about the job in two languages impresses me.

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**David Skoglund – Top Nomination**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

David Skoglund is my top choice for City of Tualatin Volunteer of the Year 2007. He is our city's "quiet hero". Dave has been volunteering for the city for years. He has not been recognized for his great contribution before because he works behind the scenes - just getting the job done.

Dave grew up in Tualatin and still lives in his childhood home. He loves the city and feels that he is taking care of his "home" when he helps. Dave doesn't volunteer for the recognition, it's because he believes in giving back to the community where he lives.

Dave has worked as a contractor for the city under his business name, Sea of Green, for 22 years; however, even then, he charges the city \$30 per hour when his regular rate is \$60. Dave Skoglund volunteers many hours in addition to his contracted work time.

During the 1996 floods, Dave gathered some friends and spent a week helping the city clean the sidewalks and plazas at the Lake of the Commons. They removed debris and mud with his tractor. Then, he brought in specialized equipment to clean the public walkways and plazas, freeing city crew time to wash out the lake before it was refilled. He also helped people who lived in the lower apartments along the river move furniture damaged by high water.

When new trees were planted in Little Woodrose Nature Park, Dave carried water buckets from his house every week to water over 100 trees. He did this for three summers to make sure the trees survived. All of them are tall and healthy today because of his efforts. Dave has attended many tree planting events and, when large trees were being planted at SW 65th and Nyberg, he brought his tractor to help move them.

Dave also donated his time and talents to help city staff landscape the skate park area in Community Park.

Every year for 15 years or more, David Skoglund has donated a portion of his time and equipment to move soil and groom the city's ballfields. Most recently, Dave donated the labor and materials for the preparation work, grading, and seeding of the turf area at the newly-renovated Stoneridge Park. He has also volunteered his time by assisting the city with our in-house training for pesticide application.

I know that he does more than I have mentioned here; he just doesn't draw attention to it. I would estimate his volunteer hours and donation of material to be in the thousands of dollars. Truly, David Skoglund is an unsung hero in need of long overdue recognition.

David Skoglund  
PO Box 642  
Tualatin, OR 97062  
503-692-9120

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Starbucks Coffee**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Starbucks Coffee for City of Tualatin Volunteer of the Year 2007.

Many times over the last nine years, I have asked Starbucks to donate coffee or hot chocolate for volunteers working in the parks and they have made this donation several times a year. They donated to three Operations Department events in 2007, for a total of \$270 in product donations. I know that they also donate to other city departments, such as Community Services, and to events such as our holiday tree lighting ceremony at the Commons. They also donate to youth sports leagues and other non-profit organizations within the city.

In 2005, the Tualatin Starbucks adopted Community Park. Each year, they've coordinated two or three work days in the park, providing needed volunteer projects and labor. In 2007, they gave 232 hours of service time. Corporate Starbucks has a program called "Make Your Mark "and when any store volunteers within the community, they make a donation to that organization. Through that program, the City has received \$1,000 to make further improvements in Community Park.

I truly appreciate the relationship we have developed with Starbucks.

Starbucks Coffee  
8515 SW Tualatin-Sherwood Road  
Tualatin, OR 97062  
503-691-1826

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.  
Anne: 23.5 hours; Deborah: 25.5 hours since July 2007.
2. Number of years served.  
8 months.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Anne and Deborah Stickney (Young Adults/Older Teens)

Address: PO Box 3145, Tualatin, OR 97062 Phone: 503 579-1639

Nominated by: Melissa Koons Phone: 503 691-3070

Supporting information for this nomination are: (use additional paper if necessary)

Anne and Deborah are a very deserving team of volunteers! They started in July when they responded to a recruitment announcement for the Library's Harry Potter Event and they have not slowed down since!

They come in every Thursday to shelve and also to shift the collection to make room for books on the shelves. This is why working as a team is such a benefit to us – many projects that we have are more easily accomplished by a team approach.

Additionally, whenever we have a special need, such as assistance at a children's program, I'm able to ask Deborah and Ann, and they will frequently be available. Most recently they volunteered at two Teen Game Days and at a Children's Puppet Theatre event at the Heritage Center, which the Library sponsored.

What I appreciate most about these two are their "can do" attitudes and always being willing to help out.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.

Anne: 23.5 hours; Deborah: 25.5 hours since July 2007.

2. Number of years served.

8 months.

3. Dependability and reliability of volunteer commitment.

4. Impact and results of volunteer efforts on the City.

5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Anne and Deborah Stickney (Young Adults/Older Teens)

Address: PO Box 3145, Tualatin, OR 97062 Phone: 503 579-1639

Nominated by: Aimee Meuchel Phone: 503 691-3083

Supporting information for this nomination are: (use additional paper if necessary)

Anne and Deborah are fantastic volunteers. I can't write about them separately as they always volunteer together. They are hard-workers, quick to pick up on tasks. They are always in a good mood and are willing to step up to any project we ask of them. They are also great about noticing improvements that could be made to our collections as far as space and flow. These two have given many hours and a lot of energy to the library and I really enjoy working with both of them.

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Alex Stine - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Alex Stine for City of Tualatin Volunteer of the Year 2007.

Alex did his Eagle Project in October of 2007. He spent six months planning and then performing his project. Alex chose to add a retaining wall at the Highway 99W/ Tualatin River boat ramp. He also planted native trees and shrubs along the river.

On the day of his event, Alex had his fellow Scouts dig a trench to lay the retaining wall boards. Then, they braced all of the wood together. Another group of Scouts was planting the trees as this went on. Overall, Alex and his Scout Troop worked for 121 hours on the project and Alex donated \$156 worth of material for the wall and plants. The total for time and donation comes to \$1,366.

I truly appreciate all of Alex's efforts.

Alex Stine  
10320 SW Tawasa Court  
Tualatin, OR 97062  
503-752-3600

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Bryce Swain - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Bryce Swain for City of Tualatin Volunteer of the Year 2007.

Bryce Swain did his Eagle Project in August of 2007. He spent six months planning and then performing his project. Bryce chose to remove gravel that was too large from a path behind Ibach Park and replace it with the proper size. He also installed 6x6 boards along the path to keep the gravel retained.

On the day of his event, Bryce had his fellow Scouts rake all the old gravel up and move it to a new location. He had other Scouts install the boards along the path. The second day, they returned to spread the gravel and then tamp it down using a viber plate. Overall, Bryce and his Scout Troop worked for 144 hours on the project and Bryce donated \$447 worth of material for the gravel. The total for time and donation comes to \$1,887. While the work was the same as Brandon Glissmeyer, they did different sections of the path.

Bryce was nice to work with. He always kept me informed about what was going on with his project and arranged the date for his project well in advance.

Bryce Swain  
4780 Lower Boones Ferry Drive  
Lake Oswego, OR 97035  
503-699-2874

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Jake Trost - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Jake Trost for City of Tualatin Volunteer of the Year 2007.

Jake Trost did his Eagle Project in June of 2007. He spent four months planning and then performing his project. Jake chose to grade and re-gravel the driveway at the Brown's Ferry Community Center.

The day before the event, Jake's father rented a Bobcat to grade the driveway and remove any unsuitable gravel. He put this in a dropbox that they had arranged to be taken to a gravel yard for recycling.

On the day of his event, Jake and his fellow Scouts moved all of the new gravel in an even layer over the driveway. Then, they wet the gravel and tamped it down using a viber plate. Overall, Jake and his Scout Troop worked for 116 hours on the project and Jake donated \$647 worth of material for the gravel and equipment rentals. The total for time and donation comes to \$1,807.

I truly appreciate all of Jake's efforts.

Jake Trost  
20869 SW 104th Avenue  
Tualatin, OR 97062  
503-612-0424

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Kyle Trost - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Kyle Trost for City of Tualatin Volunteer of the Year 2007.

Kyle Trost did his Eagle Project in August of 2007. He spent three months planning and then performing his project. Kyle chose to sand and oil two wooden stairways at Saum Creek Greenway.

On the day of his event, Kyle and his fellow Scouts sanded all of the wood surfaces on the stairway. Then, they carefully applied boiled linseed oil to the wood to protect it from the elements. Overall, Kyle and his Scout Troop worked for 108 hours on the project and Kyle donated \$138 worth of materials. The total for time and donation comes to \$1,218.

I truly appreciate all of Kyle's efforts.

Kyle Trost  
20869 SW 104th Avenue  
Tualatin, OR 97062  
503-612-0424

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year. *152.2 Hours*
2. Number of years served. *3 years 7 months*
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of  
Nominee Linda Wells

Address 17930 SW Shawnee Tr. Phone 503 612-9106  
Tualatin, Or 97062

Nominated by Dotty Dilling Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Linda spends approximately 2-2½ hours per week processing incoming holds for library patrons who await these materials. She is accurate, energetic, and eager to help! Dependability and reliability are always exhibited. Without her help (in her very organized, accurate fashion), it would take staff a good part of the afternoon to complete this task. Processing holds punctually is a great public relations service of the library! Many thanks to Linda, who also serves as the secretary of the Friends of the Tualatin Public Library and who plays a leadership role in the fundraising booksales.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year.
2. Number of years served.
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee: Linda Wells

Address: 17930 SW Shawnee Trl. Tualatin, OR 97062 Phone: 503 612-9106

Nominated by: Melissa Koons Phone: 503.691.3070

Supporting information for this nomination are: (use additional paper if necessary)

See attached

## Celebrate Tualatin Nomination Form

**Nominee:** Linda Wells  
17930 SW Shawnee Trl. Tualatin  
503 612-9106

**Nominated By:** Melissa Koons  
503.691.3070

### **Volunteer History:**

- Linda has volunteered since 08/30/2004.
- In 2007, she contributed 152.2 hours.
- So far in 2008, she has volunteered 39.25 hours

### **Dependability & Reliability:**

Linda is one of our "gems" as she is a holds volunteer in the library. The volunteers that take on the responsibility of processing holds make a commitment to come in once a week, in the middle of their day, knowing that they will stay at least two hours, and in Linda's case, because of the day on which she volunteers, it is almost always three hours! Linda always communicates well in advance when she needs to be away and needs a substitute for this important task and if illness makes it necessary to arrange with less notice, she would still always contact us to be certain that we knew she would not be able to come in for her shift.

### **Impact & Results of Volunteer Efforts:**

Processing holds is a monumental task that requires use of specialized computer programs, attention to detail, and patience! It is a "hurry up and wait" for the daily arrival of the courier and then the anticipation of how many taskets of materials might be arriving that day to process. **Linda always does this with grace and good spirit.** If we did not have a highly skilled volunteer in place for the two-plus hours it takes to complete this task, a staff member would need to step in and do the job. This is not an optional job that is "nice to get to", but rather a critical step in our daily process.

### **Involvement in More Than One Aspect of Volunteer Efforts:**

In addition to Linda's contribution in processing holds, she also is a Board Member and Secretary of Friend's of the Library. In that role she is contributes greatly, including the hard work on both the ongoing book sales and the special book sales. Linda also is the first to volunteer for special events such as when the library was moving and for the Opening Day events at the temporary library location.

**City of Tualatin Volunteer of the Year 2007  
Nomination Form**

**Tony Wong - Eagle Scout**

**Nominator - Chanda Stone  
Operations Department**

Information supporting this nomination:

I would like to nominate Tony Wong for City of Tualatin Volunteer of the Year 2007.

Tony Wong did his Eagle Project in July of 2007. He spent six months planning and then performing his project. Tony chose to add new drainage to a very wet field at Ibach Park.

The field was very wet in the winter and water ran off onto the path. Tony added drainage pipe to the edge of the field to divert water away from the path. On the day of his event, Tony had his fellow Scouts dig a trench for the perforated pipe to run into the drainage box. Overall, Tony and his Scout Troop worked for 132 hours on the project and Tony donated \$252 worth of material for the pipe and drain. The total for time and donation comes to \$1,572.

I truly appreciate all of Tony's efforts.

Tony Wong  
10105 Wasco Way  
Tualatin, OR 97062  
503-752-3600

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year. 99.5 hours
2. Number of years served. 6 years 8 months
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of Nominee THEA WOOD

Address 9497 SW Ochoco Dr. Tualatin, OR 97062 Phone 503 692-4665

Nominated by Mary Thompson Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Thea is such a fixture on Sondceps that it's hard to imagine one without her. I used to walk every Sunday, but now only see her every 5 weeks. She is a joy to have on a hectic day. She takes care of all the shelving of media in a quiet & efficient manner. She has adjusted her duties around our changes such as no longer putting many dvd's in cases which was the first thing she did upon arrival. Now, she branches out to help with whatever we need.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year. 99.5 Hours
2. Number of years served. 6 years 8 months
3. Dependability and reliability of volunteer commitment.
4. Impact and results of volunteer efforts on the City.
5. Involvement in more than one aspect of volunteer efforts.

Based on the nomination criteria, I/We would like to nominate:  
(Please write clearly, thank you!)

Name of  
Nominee Thea Wood

Address 9497 SW Ochoco Dr., Tualatin Phone 503 692-4665

Nominated by Dotty Dilling Phone 503 691-3074

Supporting information for this nomination are: (use additional paper if necessary)

Thea Wood is a dedicated Sunday volunteer shelver. She is skilled at shelving the adult collection and is called upon sometimes to "straighten out" areas that need better order. We call always count on Thea's skills and positive attitude. Especially appreciated is Thea's willingness to give up part of her Sunday to help the library since she has a busy schedule with work and personal endeavors. She has proved her value, having volunteered for several years. Her smiles and friendliness are appreciated by all and project a great image for the library.

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.885.9832, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)



## **CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION**

Although this award is typically given to just one person, I feel compelled to nominate the entire Tualatin Youth Advisory Council for Volunteer of the Year. The YAC is a shining example of service to this community. True - each member commits to attending meetings, helping with projects and reporting to the City Council. However, this group of teens has consistently gone above and beyond what has been expected of them. They are frequently asked to help with projects in the community and somehow, despite their school work and numerous extra-curricular commitments, they are always willing to take on more and more.

As members of the YAC, each of these individuals has contributed over 100 hours of volunteer service for a combines total of over 1500 hours as of March 2008. Their service hours have taken many forms:

- Hosting events for Tualatin youth, such as the Haunted House, TualaFest Battle of the Bands, Teen Band Night at Hazelbrook and Movies on the Commons
- Volunteering to help out at City-organized events, such as Holiday Lights & Starry Nights, West Coast Pumpkin Regatta and Arbor Week events
- Contributing to efforts to improve the community, such as native plant restoration at Pascuzzi Pond and working on the library move
- Consulting on various city projects, such as the teen room in the new library or the art selection for the new library
- Dedicating time to learn more about the City of Tualatin and how it works, such as the Meet the City event last October
- Organizing and running events to address issues of great importance to Tualatin Teens, such as the F.R.I.E.N.D.S. workshop with local 5<sup>th</sup> graders last spring and the upcoming Green Week environmental education event.

I am enormously proud of all the YAC has accomplished over the last year. They have all demonstrated an incredible commitment to the City of Tualatin. I am continually astounded by the number of projects they undertake, by the hours they serve, and by much they enjoy giving back to a community that has done so much to support them.

## CITY OF TUALATIN VOLUNTEER OF THE YEAR NOMINATION FORM

### Nomination Criteria

1. Total time spent on volunteer activities throughout the year – **100+ hours/ person**
2. Number of years served. – **varying from less than a year to 4 years**
3. Dependability and reliability of volunteer commitment – **extremely reliable**
4. Impact and results of volunteer efforts on the City – **improving the community for youth and adults alike through their participation and organization of events**
5. Involvement in more than one aspect of volunteer efforts – **at least 7 of the YAC members volunteer with other departments in the City, including the library and operations**

Based on the nomination criteria, I/We would like to nominate:  
*(Please write clearly, thank you!)*

Name of Nominee **Tualatin Youth Advisory Council**

<b>Natalie Pickett</b>	11080 SW Wishram Ct. Tualatin, OR 97062	503.692.1059
<b>Jesus Barragan</b>	220 Gatch St. Woodburn, OR 97071	503.982.4811
<b>Sammi Brudvig</b>	8425 SW Seminole Trail Tualatin, OR 97062	503.885.1042
<b>Evan Eichelberger</b>	10186 SW Siletz Dr. Tualatin, OR 97062	503.692.6844
<b>Alaina Hahn</b>	10500 SW Staff Dr. Tualatin, OR 97062	503.885.0455
<b>Michelle Brecunier</b>	20870 SW 87 <sup>th</sup> Ct. Tualatin, OR 97062	503.691.0386
<b>Katie Ogden</b>	21040 SW 90 <sup>th</sup> Ave Tualatin, OR 97062	503.692.2888
<b>Anne Cincera</b>	8135 SW Ellman Lane Durham, OR 97224	503.598.1050
<b>Will Downey</b>	8040 SW Peters Road Durham, OR 97224	503.620.5302

<b>Laura Houlberg</b>	9789 SW Coquille Ct. Tualatin, OR 97062	503.691.2530
<b>Natalie Pozo</b>	22875 SW Miami Dr. Tualatin, OR 97062	503.691.9873
<b>Lindsey Pozo</b>	22875 SW Miami Dr. Tualatin, OR 97062	503.691.9873
<b>Jose Barragan</b>	220 Gatch St. Woodburn, OR 97071	503.982.4811
<b>Rebecca Koessler</b>	8525 SW Mariposa Dr. Tualatin, OR 97062	503.692.1135
<b>Sam Banse-Fay</b>	10100 SW Coquille Dr. Tualatin, OR 97062	503.612.0536
<b>Bona Kim</b>	10180 Sw Chicksaw Ct. Tualatin, OR 97062	503.885.7563
<b>Caitlyn Hunsdon</b>	10480 SE Gardner Ct. Tualatin, OR 97062	503.641.0399

Nominated by **Ryan Dinneen – Community Services Department Teen Programs**  
Phone **503.691.3082**

Supporting information for this nomination are: **See above statement.**

All nominations are due March 10, 2008 at 5:00 p.m. Please submit nominations to Debra Senger at City of Tualatin, 18880 SW Martinazzi Avenue, Tualatin, OR 97062, fax them to 503.692.5421, or e-mail them to [dsenger@ci.tualatin.or.us](mailto:dsenger@ci.tualatin.or.us)



# STAFF REPORT

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos, City Manager *SL*

**FROM:** Michael A McKillip, City Engineer *MAK*  
Dayna Johnson, Project Engineer *DJ*

**DATE:** March 24, 2008

**SUBJECT:** COMMUTER RAIL TRAIN HORN NOISE MITIGATION UPDATE

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**ISSUE BEFORE THE COUNCIL:**

Staff update on the Commuter Rail Train Horn Noise Mitigation.

**RECOMMENDATION:**

This is an informational item for Council. Staff will continue on current course of working towards quiet zones unless directed otherwise.

**EXECUTIVE SUMMARY:**

At the January 28, 2008 Council Work Session on Commuter Rail Noise mitigation, staff presented findings up to that point and stated that a full Report would be presented in March 2008. Included in the Draft Report March 14, 2008 is the information we have learned up to now, information on what other jurisdictions are doing, and the current options at each of our crossings.

In January based on the information available at that time and the RCL Report, it seemed like quiet zones would be extremely difficult and wayside horns would be the preferred route. Since that time, staff has done more research and it appears that there may be opportunities for quiet zones that do not involve driveway closures and four quadrant gates at the crossings.

**OUTCOMES OF DECISION:**

Not Applicable.

**FINANCIAL IMPLICATIONS:**

None at this time.

**Attachment:** A. DRAFT Commuter Rail Train Horn Noise Report

**DRAFT**

**Commuter Rail**

**Train Horn Noise Mitigation Report**



Engineering & Building Department

March 14, 2008

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## **Background**

As Commuter Rail completion get closer the concerns about train noise has increased. Commuter Rail trains will pass through Tualatin 32 times each weekday. The trains will be required to blow their horns at all crossings, the same as freight trains. This report summarizes staff research on ways to mitigate train horn noise.

Commuter Rail crossings are located on the Portland & Western Railroad. There are 7 public crossings, 1 pedestrian crossing, and 2 private crossings within audible range of properties within Tualatin city limits, as shown on Figure 1 – Crossing Location Map.

At the August 13, 2007 City Council Work Session, Tri-Met staff presented a Noise & Safety Presentation. From that meeting Council identified the need for follow-up information on quiet zones and wayside horns.

On October 18, 2007 a wayside horn demonstration was held in Tualatin. For the demonstration RCL provided a wayside horn that was positioned similar to the installation location of a permanent wayside horn. Tri-Met and City staff attended the wayside horn demonstration. Following the demonstration, staff attended a meeting with Tri-Met and RCL to go over details and discuss quiet zones and wayside horns within Tualatin.

Tri-Met staff, along with their consultant RCL, returned on October 29, 2007 to the City Council Special Study Session, to provide the follow-up information requested by the Council. At this time, RCL provided information and a presentation on quiet zones and wayside horns to the City Council. At that meeting Council directed staff to review the crossings in detail to determine if additional crossings could be mitigated with medians.

On December 14, 2007 staff attended a meeting with Federal Rail Administration (FRA), Oregon Department of Transportation (ODOT), Portland & Western Railroad, Washington County and Tri-Met. This meeting provided the opportunity to go over the quiet zone and wayside horn process from the perspective of each stakeholder and identify any fatal flaws or land mines that need to be dealt with.

Federal Rail Administration (FRA), Oregon Department of Transportation (ODOT), Portland & Western Railroad, Washington County and City staff attended a Crossing Assessment meeting on January 23, 2008. This meeting allowed all stakeholders the opportunity to better understand the process from the perspective of each stakeholder, identify any fatal flaws or land mines to be dealt with and to visit and evaluated each crossing in detail to determine the requirements to implement quiet zone and/or wayside horns.

During the crossing assessment we visited each crossing and evaluated potential constraints in implementing a quiet zone and wayside horns. As each crossing is unique, each crossing must be reviewed separately. A detailed discussion of each crossing is included later in the report.

Prior to Commuter Rail service we have approximately 2 freight trains a day currently utilizing the Portland & Western north-south tracks through Tualatin. The trains travel at a maximum operating speed of 30 mph through Tualatin.

Beginning in September 2008 Commuter Rail service will run along the Portland & Western north-south tracks through Tualatin between the hours of 5:15 am to 10:00 am and 3:30 pm to 8:00 pm. Thirty-two Commuter Rail trains will pass through Tualatin, along with the existing 2 freight trains, for a total of 34 trains each weekday. Prior to being open to the public trains will run along the tracks at various times for testing, this will begin as soon as April 2008. Additionally, trains and equipment related to the work on the tracks will continue until the project is complete. Commuter Rail trains will travel up to 60 mph within the City. Freight trains will travel at a maximum of 40 mph through Tualatin.

Each train is required by federal law to sound its horn in a four-part sequence of two long blasts, followed by one short blast and one long blast, starting at least 15 seconds, but no more than 20 seconds, before reaching the crossing. However, in no case may locomotive horns be sounded more than ¼ mile in advance of a crossing, regardless of train speed. Horns are sounded at a minimum volume of 96 dB(A) and a maximum of 110 dB(A) measured at 100 feet from the front of the locomotive. Horns are sounded while each train is approaching and entering upon each public highway-rail grade crossing.

This review is based on the criteria established in the Federal Rail Administration's *Use of Locomotive Horns at Highway-Rail Grade Crossings; Final Rule*, updated August 17, 2006.

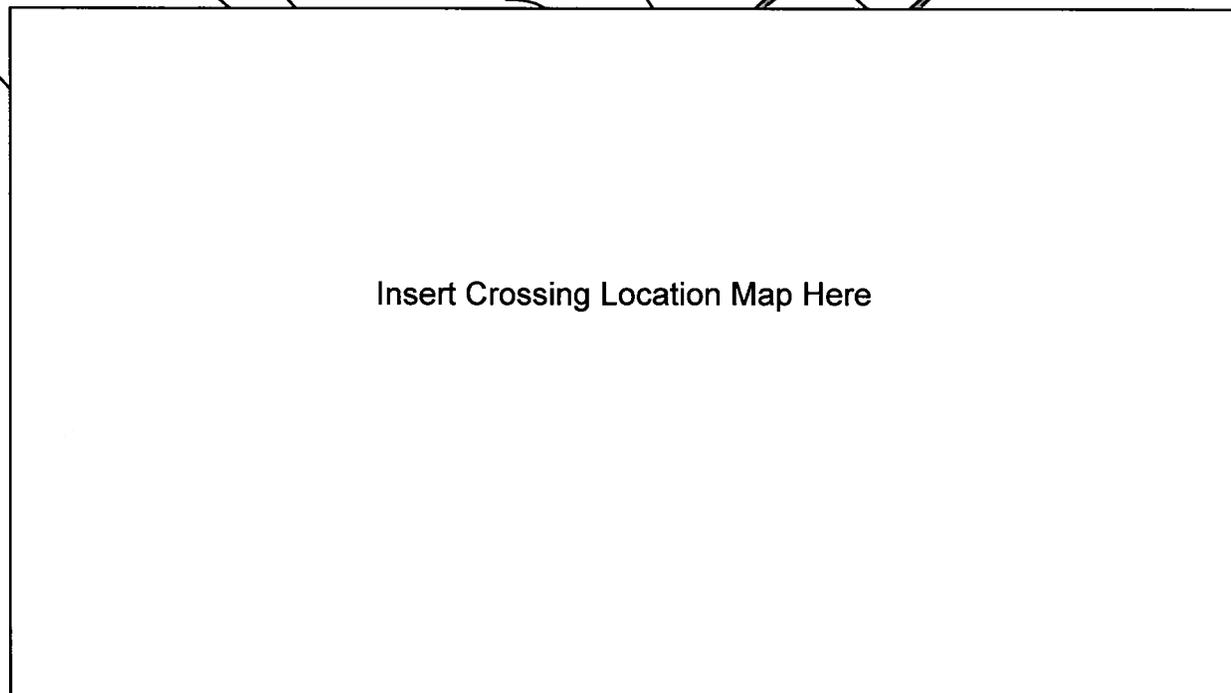


Figure 1 – Crossing Location Map

## **Train Horn Final Rule**

The *Use of Locomotive Horns at Highway-Rail Grade Crossings; Final Rule*, effective June 24, 2005 provides an opportunity for jurisdictions to eliminate train horn noise by establishing a 'Quiet Zone'.

A quiet zone is a segment of a rail line within which is situated one or a number of consecutive public highway-rail grade crossings at which locomotive horns are not routinely sounded.

The purpose of the Final Rule is to provide for safety at public highway-rail grade crossings by requiring locomotive horn use at public highway-rail grade crossings except in quiet zones established and maintained in accordance with the Final Rule.

In order for a quiet zone to be qualified under the Final Rule, it must be shown that the lack of this train horn does not present a significant risk with respect to loss of life or serious personal injury, or that the significant risk has been compensated for by other means.

## **RCL Quiet Zone Evaluation**

The RCL Quiet Zone Evaluation goes over the process for creating a quiet zone, and states that the Public Authority Designation is the preferred method for creating a quiet zone. It goes on to state that the Public Authority Application method can be used if the requirements to conform to the Public Authority Designation cannot be achieved. The RCL Quiet Zone Evaluation states, "Based on the research conducted and reviewed by the FRA, it is our opinion that communities should adopt the Public Authority Designation approach with the goal of treating each highway-rail grade crossing in the corridor with an approved SSM or wayside horn. If a community chooses to only reduce the QZRI below the NSRT or RIWH and not treat each highway-rail grade crossing within the corridor, they could be scrutinized later for not treating a specific highway-rail grade crossing if a collision occurs."

The RCL Quiet Zone Evaluation reviews the following crossings, Tualatin Road, Nyberg Road, Tualatin-Sherwood Road, Pedestrian Crossing, 95<sup>th</sup> Avenue, Teton Avenue Avery Street and Industrial Way.

The RCL report states that all vehicular crossings will be equipped with constant warning circuitry prior to commuter rail service beginning in September 2008. The report stated that the circuitry at the Pedestrian Crossing was unknown.

RCL conducted a field evaluation of each crossing and recommended the most cost effective method for eliminating the routine sounding of the train horns in Tualatin.

Below is a summary of the recommendation by RCL:

Street Name	Possible Treatment	Budgetary Cost
Tualatin Road	Close commercial driveways and install raised median/channelization devices	50,000
Nyberg Road	Wayside Horn	95,000
Tualatin-Sherwood Rd	Wayside Horn	95,000
Pedestrian Crossing	TBD by Diagnostic Review	Unknown
95 <sup>th</sup> Avenue	Raised median/channelization devices	30,000
102 <sup>nd</sup> (Teton) Avenue	Close commercial driveway and install raised median/channelization devices	50,000
Avery Street	Close commercial driveways and install raised median/channelization devices	50,000
Industrial Way	TBD by Diagnostic Team Review	Unknown
<b>Total</b>		<b>370,000</b>

The RCL Report states, "If the City does not wish to close the commercial driveways to meet the *Final Train Horn Rule* requirements for the installation of Supplemental Safety Measure raised medians/channelization devices, then the next most cost effective treatment would be to install wayside horns at those locations. While wayside horns will not provide a complete quiet zone, the sound levels as compared to the train horn can be reduced significantly."

### Other Agency Research

Staff has researched and met with other jurisdictions regarding quiet zones and the use of wayside horns.

#### Washougal, Washington

The City of Washougal is moving forward with implementation of a quiet zone.

#### Rowena, Oregon – Wasco County

In the summer of 2006, a small group of local residents began efforts to obtain a Quiet Zone designation for the Rowena crossing. Over next year, working in cooperation with Wasco County Roads Department, numerous meetings were held with the county, ODOT (Oregon Dept of Transportation), various railroad officials and others. However, based on the encouragement that came out of these meetings, this Rowena Waterfront Homeowners group hired an Engineer to draw up a set of plans that would meet State, Federal and Railroad Requirements for a Quiet Zone Designation.

As of Jan 1, 2008 the plans for the Quiet Zone have progressed to the point where a crossing order has been issued by ODOT Rail to improve the safety of the Rowena Road grade crossing through installation and maintenance of the Supplemental Safety Measures (SSM) that a diagnostic team agreed should be installed at the crossing.

Unfortunately there were no funds available either through Wasco County or the State of Oregon for this project. The Rowena Waterfront Homeowners group now needs to secure funding for the construction of the crossing modifications for the quiet zone designation. A detailed estimate has been presented to the Rowena Waterfront Homeowners group in the amount of \$25,190. In order to secure the necessary funding and complete this important project, the Rowena Waterfront Homeowners group is now interested in obtaining a local corporate sponsor for the project. In return for this one time payment for sponsorship, they have tentative approval to place a sign at the Rowena Crossing, one that will be seen by everyone crossing the tracks when visiting the State parks at either end of the Rowena waterfront area.

### **Vancouver, Washington**

The City of Vancouver has been looking into the implementation of quiet zones. The current status of implementation is unknown at this time.

### **Eugene, Oregon**

On February 25, 2008, the Eugene City Council unanimously voted to make it a City priority to have a downtown railroad quiet zone established. In setting this priority, the council cited three reasons: safety, economic development, and neighborhood livability. The council also clearly stated that it would not support closing half (five of the 10) at-grade rail crossings in the downtown area. This position mirrors the community sentiment expressed in a series of public meetings during the fall of 2007. Instead, the council favored a combination of supplemental safety measures (SSMs), with particular interest in "quad gates" because of their effectiveness in increasing safety.

The next step for the City of Eugene is to work on funding sources. City Councilors decided to ask U.S. Rep. Peter DeFazio, D-Oregon, for help in getting federal funds to pay for safety improvements at downtown and Whiteaker neighborhood railroad crossings. Peter DeFazio is a Springfield Democrat who is chairman of the House transportation subcommittee. (Meeting minutes not yet available – check back later – what are their next steps?)

### **Milwaukie, Oregon**

On October 16, 2007 the City of Milwaukie City Council approved establishing a Quiet Zone in Milwaukie at three public crossings.

Staff is currently working on setting up a meeting with City of Milwaukie to find out more information about their proposed quiet zones.

### **Tacoma, Washington**

The City of Tacoma installed a wayside horn at a rail crossing on McCarver Street along the Burlington Northern Railroad tracks in May 2006. Burlington Northern completed the work to install the wayside horn, with reimbursement by the City and an adjacent hotel, and the City does the required maintenance. The City of Tacoma has staff currently that does traffic signal maintenance, and they have internally been able to do

the monthly maintenance of the wayside horn. Burlington Northern did not require long term insurance coverage for the wayside horn.

One issue that the Public Works Department stated was that they have a section of double tracks near the wayside horn and once the train passes the indicator location, the system has a reset or clear-out period during which the indicator light goes out for a period of up to 1 minute. If during that time, another train goes by while the indicator light is out it will cause the train to blow it's horn, and then initiates a report back to the railroad that the indicator light is not working. Additionally, in areas with switching locations (where trains are put together or taken apart), when the trains back up over the indicator location, it triggers the wayside horn. Generally, when a train is backing up the four-sequence train horn does not occur

Overall the City and the community are happy with the wayside horn. City of Tacoma stated that if they implement more in the future they would prefer to have the railroad maintain the equipment.

### **Quiet Zones**

The minimum length of a new quiet zone shall be one-half mile (2,640 feet) along the length of railroad right-of-way. Additionally, a quiet zone shall include active grade crossing warning devices consisting of flashing lights and gates, advance warning signs that advise motorists that the train horns are not sounded at the crossing and bells.

A wayside horn may be installed within a quiet zone, the presence of a wayside horn at a highway-rail grade crossing within a quiet zone shall be considered in the same manner as a grade crossing treated with an SSM.

All public crossings within a quiet zone must be equipped with automatic warning devices consisting of flashing warning lights and gates, and power-out indicator.

Within a Quiet Zone, trains horns will still blow for several reasons, including:

- Vehicle operators
- Pedestrians in crossing areas
- Trespassing within right-of-way
- Workers in orange vests
- Animals within right-of-way
- Other emergency situations
- Wayside horn malfunction
- Active grade crossing warning devices malfunction
- Grade crossing warning systems are temporarily out of service during inspection, maintenance or testing of the system
- SSMs, modified SSMs, or engineering SSMs which no longer comply with the requirement

The FRA has established two general options of how to implement a quiet zone, Public Authority Designation and Public Authority Application to FRA, and reduce risk in order to have a quiet zone qualify under the Final Rule. The method chosen impacts how the quiet zone is implemented.

### ***Public Authority Designation***

#### **Can the City be the applicant/designator for private crossings?**

The Public Authority Designation process does not require a formal application to, and approval by, FRA. There are risk reduction methods that can be used to implement a public authority designation:

#### Supplementary Safety Measures Method

Supplementary Safety Measures (SSMs) Method is described as engineering improvements, which when installed at highway-rail crossings within a quiet zone, would reduce the risk of collision at the crossing. SSMs are installed to reduce the risk level either to the level that would have existed if the train horn were sounded (compensating for the lack of the train horn) or to a level below the Nationwide Significant Risk Threshold. Approved SSMs include:

- Four Quadrant Gate System
- Gates with Medians or Channelization Devices
- One Way Streets with Gates
- Temporary Closures of a Public Highway-Rail Grade Crossing
- Permanent Closure of a Public Highway-Rail Grade Crossing

Detailed information on SSMs can be found in Appendix A.

#### Quiet Zone Risk Index Method

The Quiet Zone Risk Index (QZRI) method is a comparison of the Quiet Zone Risk Index to the Nationwide Significant Risk Threshold (NSRT). If the QZRI is at, or below the NSRT a quiet zone can be established. This can be either without implementation of SSMs or by implementation of SSMs. As of March 29, 2007 the NSRT is currently 19,047. Previously the NSRT was 15,424 on December 18, 2003 when the Interim Final Rule was published and 17,030 on April 27, 2005 when the Final Rule was published.

The FRA will annually calculate the Quiet Zone Risk Index for new quiet zones created by having Quiet Zone Risk Indices less than the Nationwide Significant Risk Threshold, versus compensating for the effectiveness of the horn. The FRA will notify each public authority of the Quiet Zone Risk Index for the preceding calendar year for each quiet zone in its jurisdiction. If the Quiet Zone Index is above the Nationwide Significant Risk Threshold, the quiet zone will terminate six months from the date of notification from FRA, unless the public authority provides FRA with a written commitment to lower the potential risk at crossings within the quiet zone to below the Nationwide Significant Risk Threshold, or to a level fully compensating for the absence of a locomotive horn, and completes within three years implementation of SSMs or ASMs sufficient to reduce the Quiet Zone Risk Index to a level below the Nationwide Significant Risk Threshold, or to a level fully compensating for the absence of a locomotive horn.

### Risk Index with Horns Method

The Risk Index with Horns (RIWH) method is a comparison of the Quiet Zone Risk Index to the Risk Index With Horns. If the QZRI is at, or below the Risk Index With Horns that is, a quiet zone can be established.

Risk Index with Horns is used to represent the level of risk that would exist if train horns were sounded at every public crossing in the proposed quiet zone. If a public authority decides that it would like to fully compensate for the lack of a train horn and not install SSMS at each public crossing in the quiet zone, it must reduce the Quiet Zone Risk Index to a level that is equal to, or less than, the Risk Index with Horns. The Risk Index with Horns is similar to the Nationwide Significant Risk Threshold in that both are targets that must be reached in order to establish a quiet zone under the rule. Quiet zones that are established by reducing the Quiet Zone Risk Index to at least the level of the Risk Index with Horns will not be subject to annual reviews.

### ***Public Authority Application to FRA***

The Public Authority Application to FRA is a flexible method that uses SSMS and alternative safety measures (ASMS) to deal with problem crossings. The public authority has discretion as to the type of SSMS and ASMS to apply and the crossings at which they are to be applied. If, in response to an application from a public authority, FRA determines that safety improvements will compensate for the absence of the locomotive horn or that safety improvements will reduce risk with respect to loss of life or serious injury to a level at, or below the Nationwide Significant Risk Threshold, a quiet zone may be established.

If Public Authority Application process is selected, the public authority must demonstrate, in an application to FRA, through data and analysis that implementation of the proposed measures will reduce the Quiet Zone Risk Index to either the risk level that would exist if locomotive horns sounded at all crossings in the quiet zone or to a risk level below the Nationwide Significant Risk Threshold.

ASMS include:

- Modified SSMS that do not fully comply (shorter than required traffic channelization devices)
- Non-engineered ASMS (programmed law enforcement)
- Engineering ASMS (engineering improvements other than modified SSMS)

Detailed information on ASMS can be found in Appendix A.

### ***Diagnostic Team Review***

The diagnostic team is a group of knowledgeable representatives of parties of interest in a highway-rail grade crossing. The diagnostic team, using crossing safety management principles, should evaluate conditions at a grade crossing to make determinations and

recommendations concerning safety needs at that crossing. The diagnostic team can evaluate a crossing from many perspectives and can make recommendations as to what safety measures might be utilized to compensate for the silencing of the train horns within the proposed quiet zone. Crossings proposed for inclusion in a quiet zone should be reviewed in the field by a diagnostic team composed of railroad personnel, public safety or law enforcement, engineering personnel from the State agency responsible for grade crossing safety, and other concerned parties.

### **Quiet Zones Implementation Costs**

A quiet zone implementation strategy would likely include some combination of SSMs. To implement any SSMs an ODOT crossing order modification will be required. Crossing order applications will require approximately 1-2 months to complete and submit to ODOT and approximately 4-6 months for ODOT to issue the crossing order modifications. ODOT Crossing Order applications can cost approximately \$10,000 per crossing.

Installations of raised medians or channelized devices range from approximately \$35,000-\$55,000 per crossing depending on the complexity of the crossing. A typical crossing would include a 100-foot median on either side of the crossing and no driveway relocations or closures and would likely be around \$35,000 and crossings that require driveways to be closed or relocated could be as much as \$55,000. These costs include all necessary signage.

Installation of four-quadrant gates ranges from approximately \$300,000-\$500,000 per crossing depending on the complexity of the crossing. A typical crossing would likely be around \$300,000 and the crossings at Tualatin-Sherwood and Nyberg could be as much as \$500,000 due to the proximity of the parallel roadway and the limited space near the crossing. These costs include all necessary signage.

No costs are provided for One Way Streets with Gates, Temporary Closures of a Public Highway-Rail Grade Crossing or Permanent Closure of a Public Highway-Rail Grade Crossing, as those are not reasonable options within Tualatin.

### **Quiet Zones Process & Timeline**

Average time frame to create Quiet Zone: Approximately 18 months

Select crossings to be included in Quiet Zone

- Determine treatments that can be used at each crossing

Obtain Cooperation from all affected jurisdictions

- Federal Rail Administration (FRA)
- Portland & Western Railroad
- Oregon Department of Transportation (ODOT Rail)
- Washington County
- City of Tualatin

**Conduct Diagnostic Team Review of Pedestrian & Private Crossings**

- Diagnostic Team is a group of specially trained and qualified experts assembled to make objective judgments about physical and or operating characteristics and conditions at highway-rail crossings
- Diagnostic Team would include:
  - Railroad
  - Washington County
  - State Railroad Liaison
  - City of Tualatin
  - Federal Rail Administration
  - Consultant Team

**Update Grade Crossing Inventory Forms for all crossings in the proposed Quiet Zone**

**Submit Notice of Intent (NOI) to create a new Quiet Zone**

- The Notice includes the following:
  - List of each public highway-rail grade crossing within the Quiet Zone, identified by US DOT National Highway-Rail Grade Crossing Inventory Number & street or highway name
  - Statement that there will be a 24-hour restriction imposed on the routine sounding of the locomotive horn
  - Brief explanation of the tentative plans for implementing improvements within the proposed Quiet Zone
  - The name and title of the person responsible for monitoring compliance with the requirements and the manner in which that person can be contacted
  - List of names and addresses of each party that shall be notified of the Notice of Intent to create a new Quiet Zone Establishment
- Parties to be notified by certified mail, return receipt requested:
  - All Railroads operating over the public highway grade crossing with the quiet zone
  - State agency responsible for highway and road safety
  - State agency responsible for grade crossing safety
  - Other: Railroad, Tri-Met, Federal Rail Administration (FRA) and Oregon Department of Transportation (ODOT)
- This begins the 60-day comment period in which a party may submit information or comments to the public authority regarding the proposed Quiet Zone. The 60-day comment period begins the day the Notice of Intent was mailed.

Pay a Quiet Zone Administrative Handling Fee (\$ \_\_\_\_\_) to FRA

**Conduct Diagnostic Team Review of all crossings to discuss treatments**

- Diagnostic Team would include:
  - Railroad

- Washington County
- State Railroad Liaison – ODOT Rail
- City of Tualatin
- Federal Rail Administration
- Consultant Team

Construct or Install any necessary improvements to crossings

Install Active Warning Signs conforming to MUTCD requirements

- Each highway approach within the Quiet Zone shall be equipped with an advanced warning sign that advises the motorist that train horns are not sounding at the crossing

Update National Grade Crossing Inventory to reflect current conditions at each public crossing within the Quiet Zone

Submit Notice of Quiet Zone Establishment

- Notice to be mailed no later than 21 days before the date on which the train's horns are schedule to cease sounding
- The Notice includes the following:
  - List of each public highway-rail grade crossing within the Quiet Zone, identified by US DOT National Highway-Rail Grade Crossing Inventory Number & street or highway name
  - Specific reference to Section 49 CFR Part 222.39(a)(1) Use of Locomotive Horns at Highway-Rail Grade Crossings (Final Rule)
  - Statement that there will be a 24-hour restriction imposed on the routine sounding of the locomotive horn
  - Accurate, complete and current Grade Crossing Inventory Form for each public highway-rail grade crossing within the Quiet Zone that reflects the conditions existing at the crossing before supplemental safety Measures were implemented
  - Accurate, complete and current Grade Crossing Inventory Form for each public highway-rail grade crossing within the Quiet Zone that reflects the conditions in place upon establishment of the Quiet Zone
  - Notice of Quiet Zone Establishment shall contain a written statement affirming the Notice of Intent was provided in accordance with Section 49 CFR Part 222.43(a)(1). This statement shall also state the date the Notice of Intent was mailed
  - The name and title of the person responsible for monitoring compliance with the requirements and the manner in which that person can be contacted
  - List of names and addresses of each party that shall be notified of the Notice of Quiet Zone Establishment

- Signed Statement by the Chief Executive Officer that certifies that the information submitted by the City is accurate and complete to the best of his/her knowledge and belief
- Parties to be notified by certified mail, return receipt requested:
  - All Railroads operating over the public highway grade crossing with the Quiet Zone
  - Highway or traffic control authority, or the law enforcement authority with jurisdiction over the motor vehicle traffic at the quiet zone crossing
  - Landowners with control over any private crossings within the Quiet Zone
  - State agency responsible for highway and road safety
  - State agency responsible for grade crossing safety
  - Federal Rail Administration Associate Administrator

Submit periodic updates to the USDOT Grade Crossing Inventory Forms to the FRA approximately every 4.5-5 years

### **Quiet Zones Issues & Concerns**

Safety: One thing to remember, the rationale for the train horns is to make drivers or pedestrians aware – listen, this is important – the same reason emergency service vehicles have sirens. Also, remember the long time crossing rule – Stop, Look & Listen – quiet zone removes the Listen component from this. Address track alignment & lack of sight distance (pedestrian & vehcilar) at many of our crossings.

Incidents: Reducing incidents at railroad crossings take more than good engineering and improvements at the crossing. It requires consistent enforcement of the railroad crossings and continual education of the public through programs such as Operation Lifesaver. Generally in Oregon, the number of incidents involving vehicles and trains is very low, in fact in 2007 there were no fatalities involving trains and vehicles. Unfortunately, there continues to be an increase in fatal incidents involving trespassers and pedestrians. Pedestrians are described as people crossing the tracks at a legal public crossing and trespassers are those illegally on railroad right-of-way. Trespassing on this line continues to be a serious concern.

### **Wayside Horns**

Another alternative to a quiet zone is implementation of wayside horn or an automated stationary horn system. A wayside horn is located at a highway-rail grade crossing and is designed to provide audible warning to oncoming motorists when a train is approaching. Wayside horns are considered a one-for-one for train horns. A wayside horn is controlled by the same track circuitry that is configured to activate automatic warning devices at highway-rail grade crossings.

A wayside horn may be used in lieu of a locomotive horn at any highway-rail grade crossing equipped with an active warning system consisting of, at a minimum, flashing lights and gates. Wayside horns can be located within or outside of a quiet zone.

Staff attended a wayside horn demonstration, held at Teton Avenue on October 18, 2007. For the demonstration RCL provided a wayside horn that was positioned similar to the installation location of a permanent wayside horn. Tri-Met and City staff attended the wayside horn demonstration. During the demonstration staff was able to hear the wayside horn. A difference between a wayside horn and the train horn is that the train horn provides the ability to determine the direction of the upcoming train, whereas a wayside horn provides a directional sound contour along the approaching roadway. A wayside horn sounds more like a recorded train horn.

Talk about difference in train horn vs. wayside horn sound contours. Insert map of sound contours here. Figure

With the installation of Wayside Horns, trains horns will still blow for several reasons, including:

- Vehicle operators
- Pedestrians in crossing areas
- Trespassing within right-of-way
- Workers in orange vests
- Animals within right-of-way
- Other emergency situations
- Wayside horn malfunction
- Active grade crossing warning devices malfunction
- Grade crossing warning systems are temporarily out of service during inspection, maintenance or testing of the system
- SSMs, modified SSMs, or engineering SSMs which no longer comply with the requirement

### **Wayside Horn Requirements**

- Highway-rail grade crossing must be equipped with constant warning time device, if reasonably practicable, and power-out indicator
- Horn system must be equipped with an indicator or other system to notify the locomotive engineer as to whether the wayside horn is operating as intended in sufficient time to enable the locomotive engineer to sound the locomotive horn for at least 15 seconds prior to the arrival at the crossing in the event the wayside horn is not operating as intended
- The railroad must adopt an operating rule, bulletin or special instruction requiring that the train horn be sounded if the wayside horn indicator is not visible approaching the crossing or if the wayside horn indicator, or an equivalent system, indicates that the system is not operating as intended
- Horn system must provide a minimum sound level of 92 dB(A) and a maximum of 110 dB(A) when measured 100n feet from the centerline of the nearest track

- Horn system must sound at a minimum of 15 seconds prior to the train's arrival at the crossing and while the lead locomotive is traveling across the crossing
- Horn shall be directed toward approaching traffic

### **Wayside Horn Implementation Costs**

A Wayside Horn implementation strategy would likely include some combination of SSMs. Below is a best guess at the required SSMs for each of the 10 at grade crossings in Tualatin and preliminary cost estimates:

Crossing order applications will require approximately 1-2 months to complete and submit to ODOT and approximately 4-6 months for ODOT to issue the crossing order modifications. ODOT Crossing Order applications can cost approximately \$10,000 per crossing.

Annual operation and maintenance costs for wayside horns could be as much as \$4,000-\$10,000 per year, depending on required maintenance.

### **Wayside Horn Process & Timeline**

Average time frame to implement wayside horns: Approximately 6-10 months

Determine crossings to have wayside horns installed

- Determine the number of installation locations

Pay an Administrative Handling Fee (\$ \_\_\_\_\_) to FRA

Schedule a Diagnostic Team and Obtain Cooperation from all affected jurisdictions to determine placement of Wayside Horns and Indicators

- Federal Rail Administration (FRA)
- Portland & Western Railroad
- Oregon Department of Transportation (ODOT)
- Washington County
- City of Tualatin

The use of wayside horns have received an Interim Approval issued by Federal Highway Administration (FHWA). Any jurisdiction that wishes to use a device that has received Interim Approval should submit a written request to the FHWA. The letter of request (on agency letterhead) must include:

- Whether jurisdiction wide approval is being requested or must state the location(s) where the device will be used
- Include jurisdictions agreement to comply with Item F at the bottom of page 1A-10 of the 2003 MUTCD.

Once detailed plans are complete for each Wayside Horn location, the plans are sent to Portland & Western to request an estimate for the interconnection and an agreement

Portland & Western will then design the interconnection for each Wayside Horn location, as well as provide an agreement and cost estimate

Once the agreement with Portland & Western is executed, the Wayside Horn materials and installation can be ordered

Installation of Wayside Horn Equipment (typically begins within 90 days of order)

- Wayside Horns are connected directly to the railroads crossing signal-warning system – similar to traffic signal preemption connections
- Power supply – average costs? Initial and on-going

Install Active Warning Signs conforming to MUTCD requirements

Railroad must adopt an operating rule, bulletin or special instruction.

Submit Notice of Wayside Horn Installation

- Notice to be mailed no later than 21 days before the date on which the train's horns are schedule to cease sounding
- Parties to be notified by certified mail, return receipt requested:
  - All Railroads operating over the public highway grade crossing with the Quiet Zone
  - Highway or traffic control authority, or the law enforcement authority with jurisdiction over the motor vehicle traffic at the quiet zone crossing
  - State agency responsible for highway and road safety
  - State agency responsible for grade crossing safety
  - Federal Rail Administration Associate Administrator

### ***Wayside Horn Issues & Concerns***

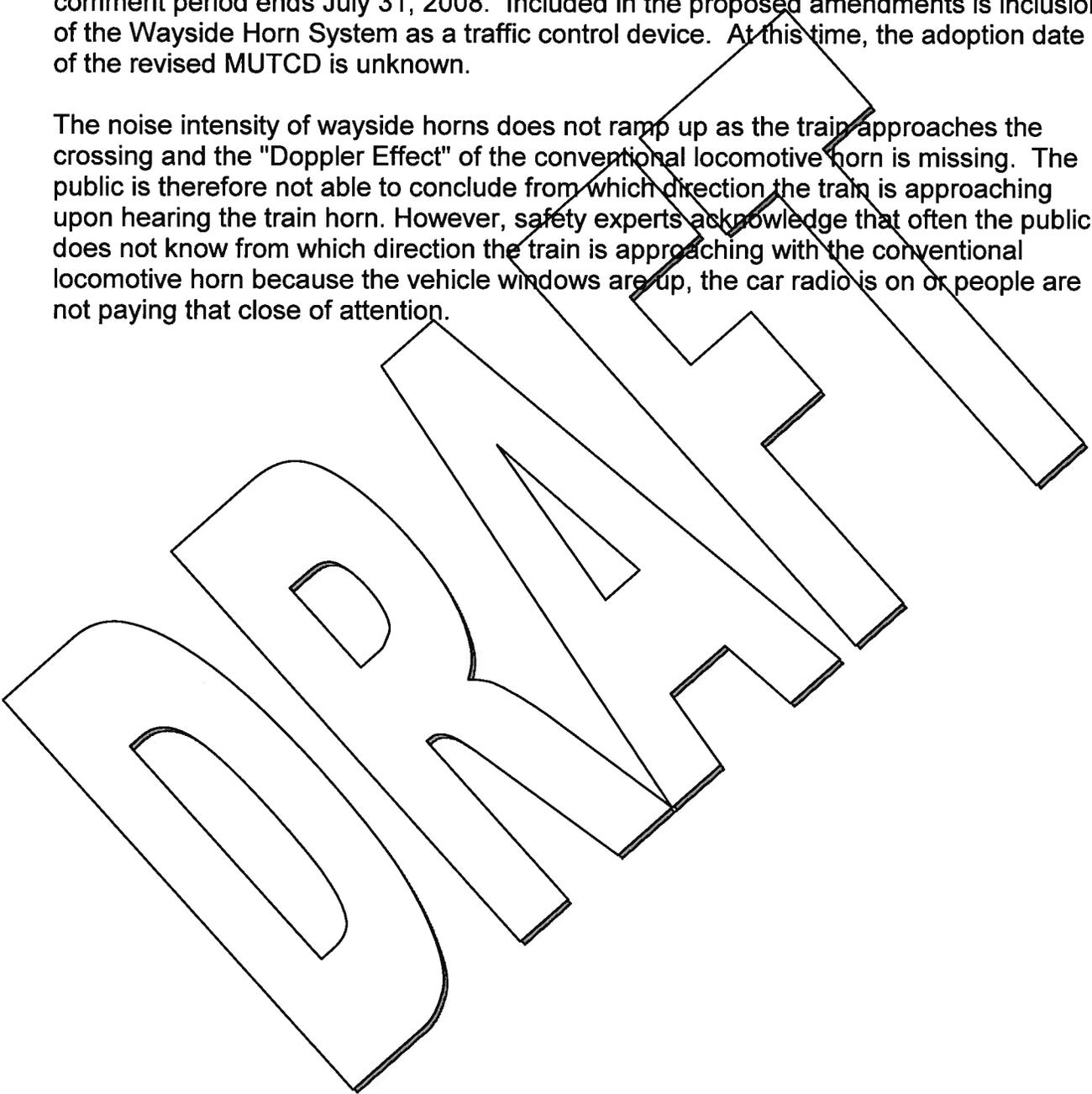
Some research has found that wayside horns can fail in an 'on' mode, similar to how crossing gates fail in a down position. The wayside horn could continue to blow until Portland & Western staff is able to respond to the failure and correct the problem. While the wayside horn is out of service, the train horns will resume. The City of Tacoma wayside has dual tracks at their wayside horn. In the event that two trains go by one right after the other, the wayside horn is not able to 'reset' from the first train in time to appear to be working for the second train. Therefore, the second train would blow the horn sequence.

Currently the Manual on Uniform Traffic Control Devices (MUTCD) has not adopted wayside horns as a traffic control device. A memorandum was issued August 2, 2004 issuing an Interim Approval for the option use of wayside horn system (WHS) at highway-rail grade crossings. Any jurisdiction that wishes to use a device that has received Interim Approval should submit a written request to the FHA. The letter of request (on agency letterhead) must include, whether jurisdiction wide approval is being requested or must state the location(s) where the device will be used. Additionally, the

request should include jurisdictions agreement to comply with Item F at the bottom of page 1A-10 of the 2003 MUTCD.

The FHA has issued a Notice of Proposed Amendments to the MUTCD; the 7-month comment period ends July 31, 2008. Included in the proposed amendments is inclusion of the Wayside Horn System as a traffic control device. At this time, the adoption date of the revised MUTCD is unknown.

The noise intensity of wayside horns does not ramp up as the train approaches the crossing and the "Doppler Effect" of the conventional locomotive horn is missing. The public is therefore not able to conclude from which direction the train is approaching upon hearing the train horn. However, safety experts acknowledge that often the public does not know from which direction the train is approaching with the conventional locomotive horn because the vehicle windows are up, the car radio is on or people are not paying that close of attention.



## Crossing Assessment Field Reviews

The following crossing reviews detail the requirements at each crossing to implement Supplemental Safety Measures of raised medians/channelized devices and four-quadrant gates. Additionally, each crossing review includes an Ariel map with dimensions to the existing driveways, sound contour map, DOT crossing number, Freight & Commuter Rail speed through crossing, distance in each direction to nearest residential and the approximate sight distance from stop bar (feet in each direction).

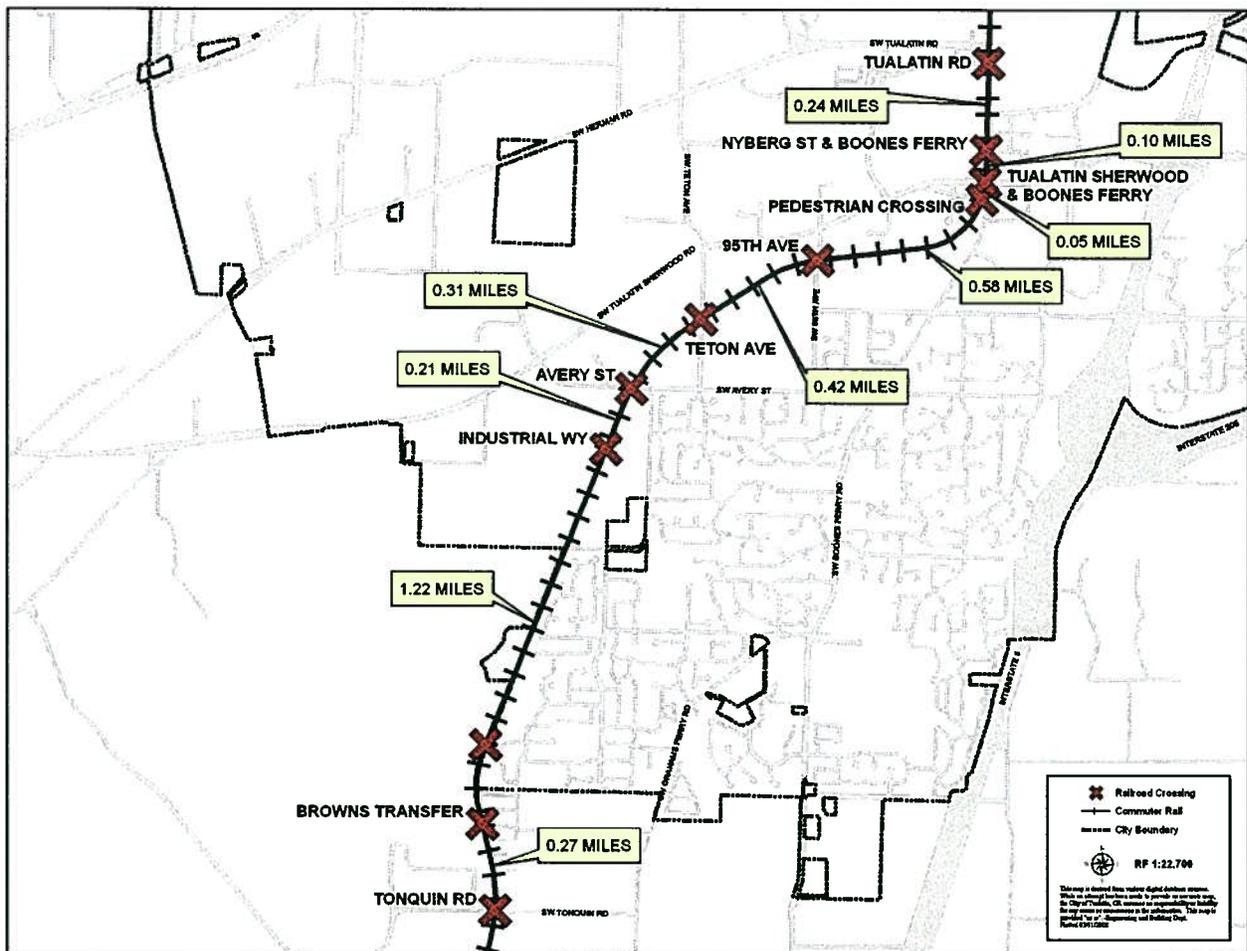
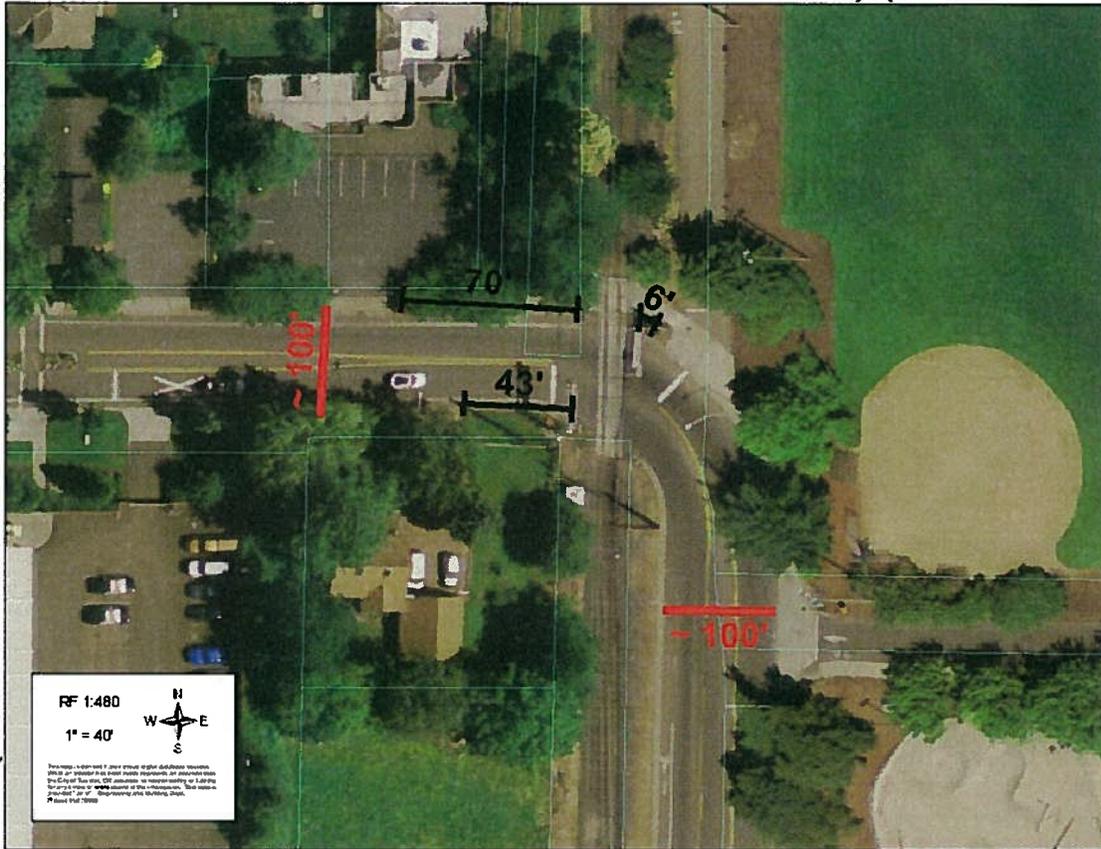


Figure \_\_\_ - Distances between crossings – Map correct except one extra X needs to be removed between Browns Transfer and Industrial Way.

## Tualatin Road

Tualatin Road is a Public Crossing under the jurisdiction of the City of Tualatin. Identified as US DOT Crossing No. 058294B (Crossing ID 3E-035.80) located at milepost 35.81.



Through Tualatin Road the Freight trains will be traveling at a speed of 30 mph and the Commuter Rail will be traveling at a speed of 34 mph.

The nearest residential properties to the Tualatin Road crossing are located approximately 125 feet to the southwest (Single Residence).

The tracks through the Tualatin Road crossing are generally straight; Tualatin Road itself curves near the tracks. Sight distance is generally good at the crossing, although trees and landscaping can impact the visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

To implement a SSM raised median requires closure or relocation of the Park driveway located approximately 6 feet from the tip of the gate. There is also a commercial driveway to the northwest, located outside of the 60-foot requirement and would not be required to be closed.

# Tualatin Road Preliminary Cost Estimates

Quiet Zone Implementation Methods:

## Supplemental Safety Measures Method:

*Option 1:*

Four-Quadrant Gate	\$500,000
Annual Operation & Maintenance Costs	\$10,000

*Option 2:*

Raised Median/Channelized Devices	\$60,000
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Requires:

- Closure or relocation of Park driveway located approximately 6 feet from the tip of the gate

Annual Operation & Maintenance Costs	\$1,000-2,000
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## Quiet Zone Risk Index Method:

Required Improvements	\$ _____
Annual Operation & Maintenance Costs	\$ _____

## Risk Index with Horns Method:

Required Improvements	\$ _____
Annual Operation & Maintenance Costs	\$ _____

## Wayside Horn Method:

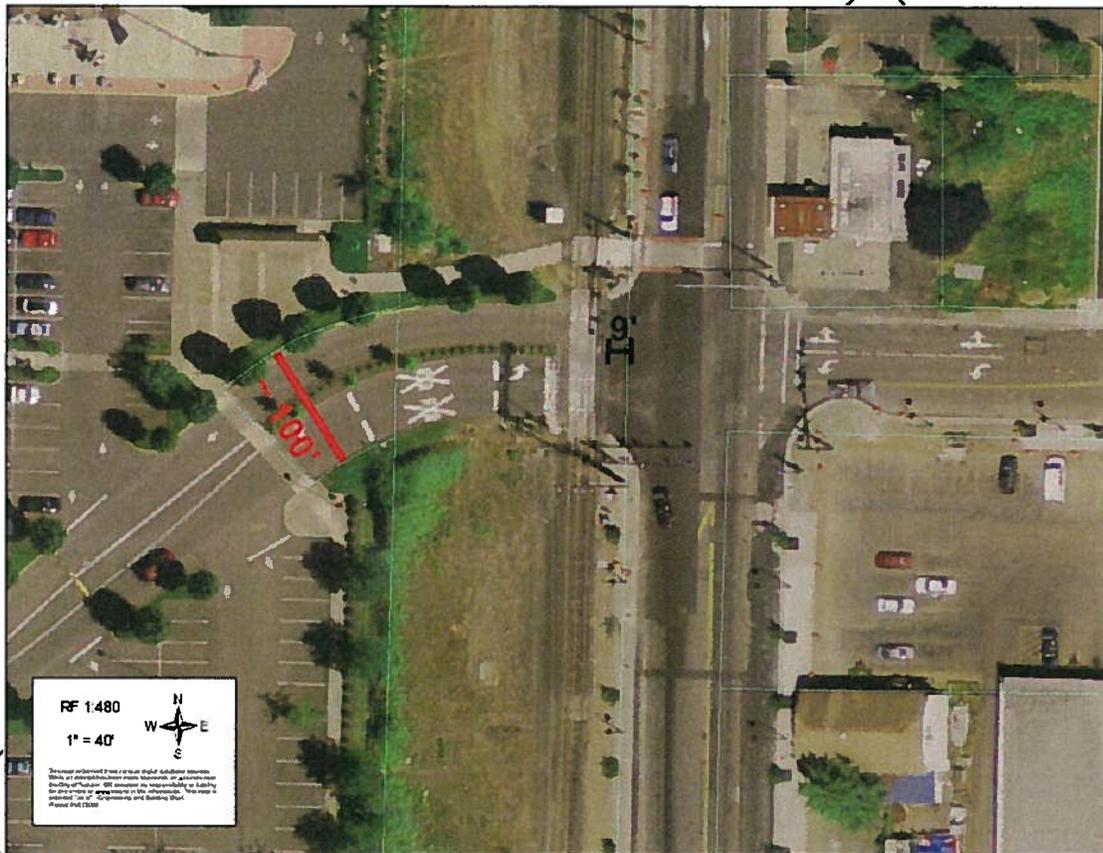
Wayside Horn	\$95,000
Annual Operation & Maintenance Costs	\$4,000-\$10,000

## Required for all Methods:

Crossing Order Modification	\$10,000
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## Nyberg Road

Nyberg Road is a Public Crossing under the jurisdiction of the City of Tualatin. Identified as US DOT Crossing No. 058297W(ODOT) 916545M(FRA) (Crossing ID 3E-036.10) located at milepost 36.05.



Through Nyberg Road the Freight trains will be traveling at a speed of 30 mph and the Commuter Rail will be traveling at a speed of 34 mph.

The nearest residential properties to the Nyberg Road crossing are located approximately 575 feet to the north-northwest (Pratt/Broome Property) and approximately 600 feet to northeast (Villas on the Lake #3).

The tracks through the Nyberg Road crossing are generally straight. Sight distance is generally good at the crossing, although trees and landscaping can impact the visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

The SW Nyberg Road crossing presents a parallel roadway with SW Boones Ferry Road; typically a raised median is not an option with a parallel roadway within 60 feet of the crossing.

# Nyberg Road Preliminary Cost Estimates

Quiet Zone Implementation Methods:

**Supplemental Safety Measures Method:**

*Option 1:*

Four-Quadrant Gate \$500,000  
 Annual Operation & Maintenance Costs \$10,000

*Option 2:*

Raised Median/Channelized Devices Not Available

**Quiet Zone Risk Index Method:**

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

**Risk Index with Horns Method:**

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

**Wayside Horn Method:**

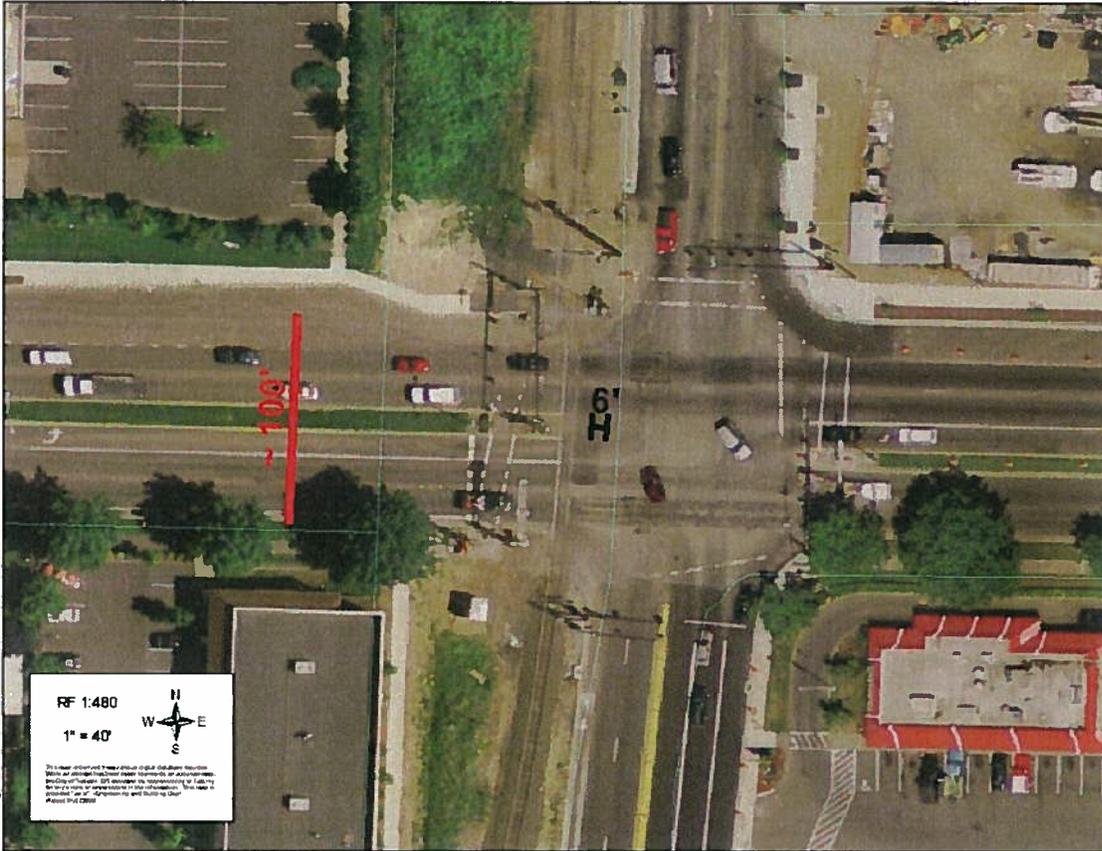
Wayside Horn \$95,000  
 Annual Operation & Maintenance Costs \$4,000-\$10,000

**Required for all Methods:**

Crossing Order Modification \$10,000

## Tualatin-Sherwood Road

Tualatin-Sherwood Road is a Public Crossing under the jurisdiction of Washington County. Identified as US DOT Crossing No. 101884N (Crossing ID 3E-036.15) located at milepost 36.15.



Through Tualatin-Sherwood Road the Freight trains will be traveling at a speed of 30 mph and the Commuter Rail will be traveling at a speed of 34 mph.

The nearest residential properties to the Tualatin-Sherwood Road crossing are located approximately 950 feet to the south-southeast (Todd Village Apartments) and approximately 950 north-northeast (Villas on the Lake #3).

The tracks north of the Tualatin-Sherwood Road crossing are straight. The tracks to the south of the Tualatin-Sherwood Road crossing are curved. Sight distance is generally good north of Tualatin-Sherwood Road, although trees and landscaping can impact the visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train. South of Tualatin-Sherwood Road the curvature of the tracks limits the ability for visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

The Tualatin-Sherwood Road crossing presents a parallel roadway with SW Boones Ferry Road; typically a raised median is not an option with a parallel roadway within 60 feet of the crossing.

# Tualatin-Sherwood Road Preliminary Cost Estimates

Quiet Zone Implementation Methods:

**Supplemental Safety Measures Method:**

*Option 1:*

Four-Quadrant Gate

\$500,000

Annual Operation & Maintenance Costs

\$10,000

*Option 2:*

Raised Median/Channelized Devices

Not Available

**Quiet Zone Risk Index Method:**

Required Improvements

\$ \_\_\_\_\_

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

**Risk Index with Horns Method:**

Required Improvements

\$ \_\_\_\_\_

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

**Wayside Horn Method:**

Wayside Horn

\$95,000

Annual Operation & Maintenance Costs

\$4,000-\$10,000

**Required for all Methods:**

Crossing Order Modification

\$10,000

## Pedestrian Crossing (Oil Can Henry's)

The Pedestrian Crossing is a Public Crossing under the jurisdiction of the City of Tualatin. Identified as US DOT Crossing No. 101884N(FRA) 916567M(ODOT) (Crossing ID 3E-036.20-E) located at milepost 36.20.



Through the Pedestrian Crossing the Freight trains will be traveling at a speed of 30 mph and the Commuter Rail will be traveling at a speed of 34 mph.

The nearest residential properties to the Pedestrian crossing are located approximately 650 feet to the south-southeast (Todd Village Apartments) and approximately 1250 feet to the north-northeast (Villas on the Lake #3).

The tracks north and south of the Pedestrian crossing are curved. Sight distance is impacted by the curvature of the tracks; the curvature limits the ability for visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

The requirements for the pedestrian crossing will be determined during a Diagnostic Team Review, once the Notice of Intent to establish a quiet zone is submitted.

# Pedestrian Crossing Preliminary Cost Estimates

Quiet Zone Implementation Methods:

## Supplemental Safety Measures Method:

*Option 1:*

Four-Quadrant Gate

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

\$ \_\_\_\_\_

*Option 2:*

Raised Median/Channelized Devices

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

\$ \_\_\_\_\_

## Quiet Zone Risk Index Method:

Required Improvements

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

\$ \_\_\_\_\_

## Risk Index with Horns Method:

Required Improvements

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

\$ \_\_\_\_\_

## Wayside Horn Method:

Wayside Horn

Annual Operation & Maintenance Costs

\$95,000

\$4,000-\$10,000

## Required for all Methods:

Crossing Order Modification

\$10,000



# 95<sup>th</sup> Avenue Preliminary Cost Estimates

Quiet Zone Implementation Methods:

**Supplemental Safety Measures Method:**

*Option 1:*

Four-Quadrant Gate \$300,000  
 Annual Operation & Maintenance Costs \$10,000

*Option 2:*

Raised Median/Channelized Devices \$55,000

Requires:

- Limiting access to the water quality facility to right-in/right-out

Annual Operation & Maintenance Costs \$1,000-\$2,000

**Quiet Zone Risk Index Method:**

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

**Risk Index with Horns Method:**

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

**Wayside Horn Method:**

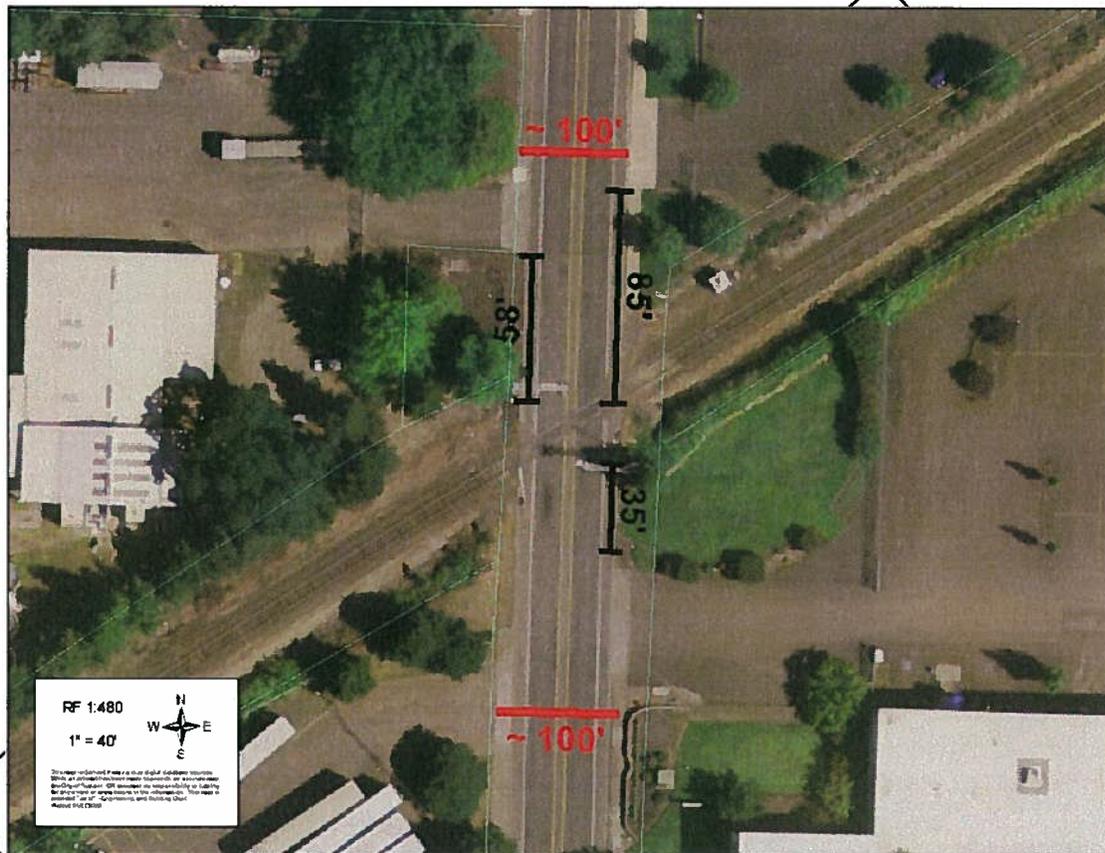
Wayside Horn \$95,000  
 Annual Operation & Maintenance Costs \$4,000-\$10,000

**Required for all Methods:**

Crossing Order Modification \$10,000

## Teton Avenue

Teton Avenue is a Public Crossing under the jurisdiction of the City of Tualatin. Identified as US DOT Crossing No. 101897P (Crossing ID 3E-037.20) located at milepost 37.20.



Through Teton Avenue the Freight trains will be traveling at a speed of 40 mph and the Commuter Rail will be traveling at a speed of 60 mph.

The nearest residential properties to the Teton Avenue crossing are located approximately 1250 feet to the south (Comanche Woods Subdivision).

The tracks east and west of the Teton Avenue crossing are curved. Sight distance is impacted by the curvature of the tracks; the curvature limits the ability for visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

To implement a SSM raised median requires closure or relocation of the one commercial driveway to the southeast located with 35 feet of the crossing. Additionally, closure or relocation of the commercial driveway to the northwest, located 58 feet from the tracks may be necessary. There is also a commercial driveway to the northeast, located outside of the 60-foot requirement and would not be required to be closed.

# Teton Avenue Preliminary Cost Estimates

Quiet Zone Implementation Methods:

**Supplemental Safety Measures Method:**

*Option 1:*

Four-Quadrant Gate \$300,000  
 Annual Operation & Maintenance Costs \$10,000

*Option 2:*

Raised Median/Channelized Devices \$65,000

Requires:

- Closure or relocation of commercial driveway to the southwest, located approximately 35 feet from the crossing
- Closure or relocation of commercial driveway to the northwest, located approximately 58 feet from the crossing

Annual Operation & Maintenance Costs \$1,000-\$2,000

**Quiet Zone Risk Index Method:**

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

**Risk Index with Horns Method:**

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

**Wayside Horn Method:**

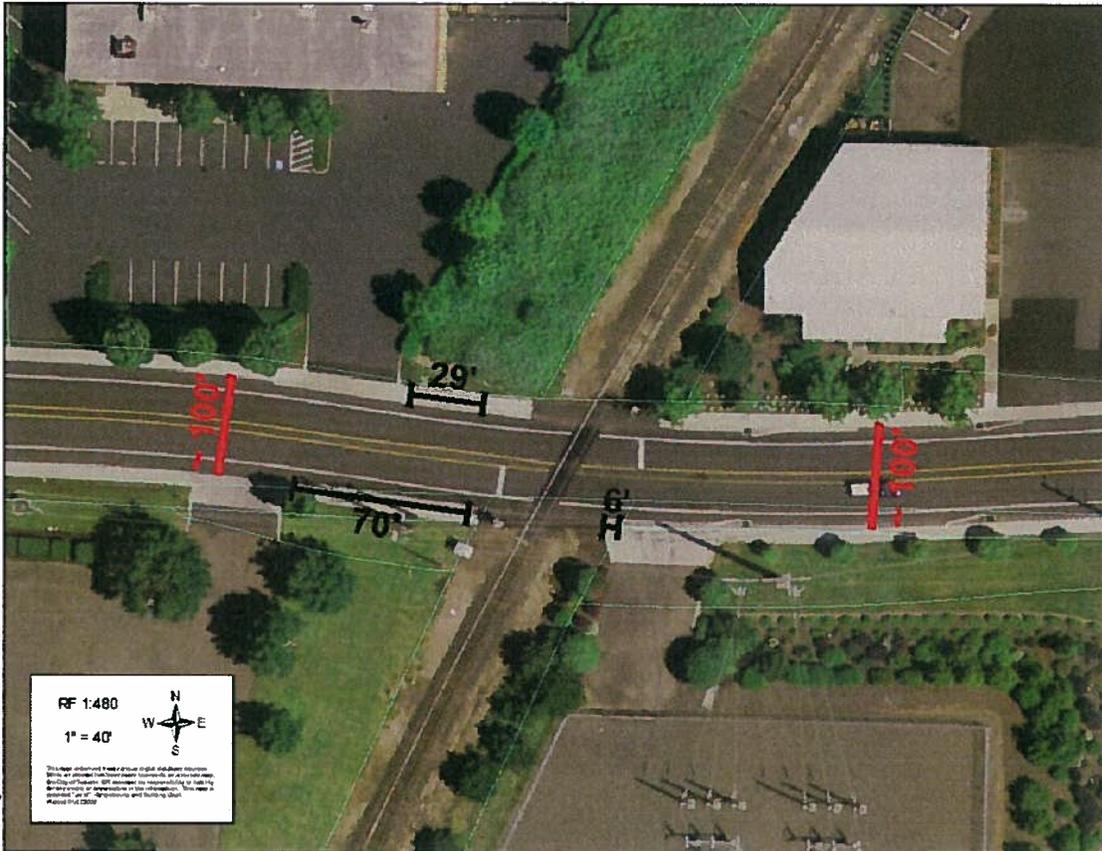
Wayside Horn \$95,000  
 Annual Operation & Maintenance Costs \$4,000-\$10,000

**Required for all Methods:**

Crossing Order Modification \$10,000

## Avery Street

Avery Street is a Public Crossing under the jurisdiction of the City of Tualatin. Identified as US DOT Crossing No. 058301J (Crossing ID 3E-037.50) located at milepost 37.51.



Through Avery Street the Freight trains will be traveling at a speed of 40 mph and the Commuter Rail will be traveling at a speed of 60 mph.

The nearest residential properties to the Avery Street crossing are located approximately 400 feet to the east (Miller Forest Subdivision).

The tracks north and south of the Avery Street crossing are curved. Sight distance is impacted by the curvature of the tracks; the curvature limits the ability for visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

To implement a SSM raised median requires closure of the one commercial driveway to the northwest located within 29 feet of the crossing, the driveway cannot be relocated outside of the 60-foot requirement and still meet city code. The property would still have one driveway if this driveway were closed. Additionally, relocation of the commercial driveway to the southwest (PGE), located 6 feet inside the gate arm, will be necessary. There is also a commercial driveway to the southwest, located outside of the 60-foot requirement and would not be required to be closed.

# Avery Street Preliminary Cost Estimates

Quiet Zone Implementation Methods:

## Supplemental Safety Measures Method:

*Option 1:*

Four-Quadrant Gate \$300,000  
 Annual Operation & Maintenance Costs \$10,000

*Option 2:*

Raised Median/Channelized Devices \$65,000

Requires:

- Closure of commercial driveway to the northwest, located approximately 29 feet from the crossing
- Relocation of commercial driveway to the southwest, located approximately 6 feet inside the gate arm

Annual Operation & Maintenance Costs \$1,000-\$2,000

## Quiet Zone Risk Index Method:

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

## Risk Index with Horns Method:

Required Improvements \$ \_\_\_\_\_  
 Annual Operation & Maintenance Costs \$ \_\_\_\_\_

## Wayside Horn Method:

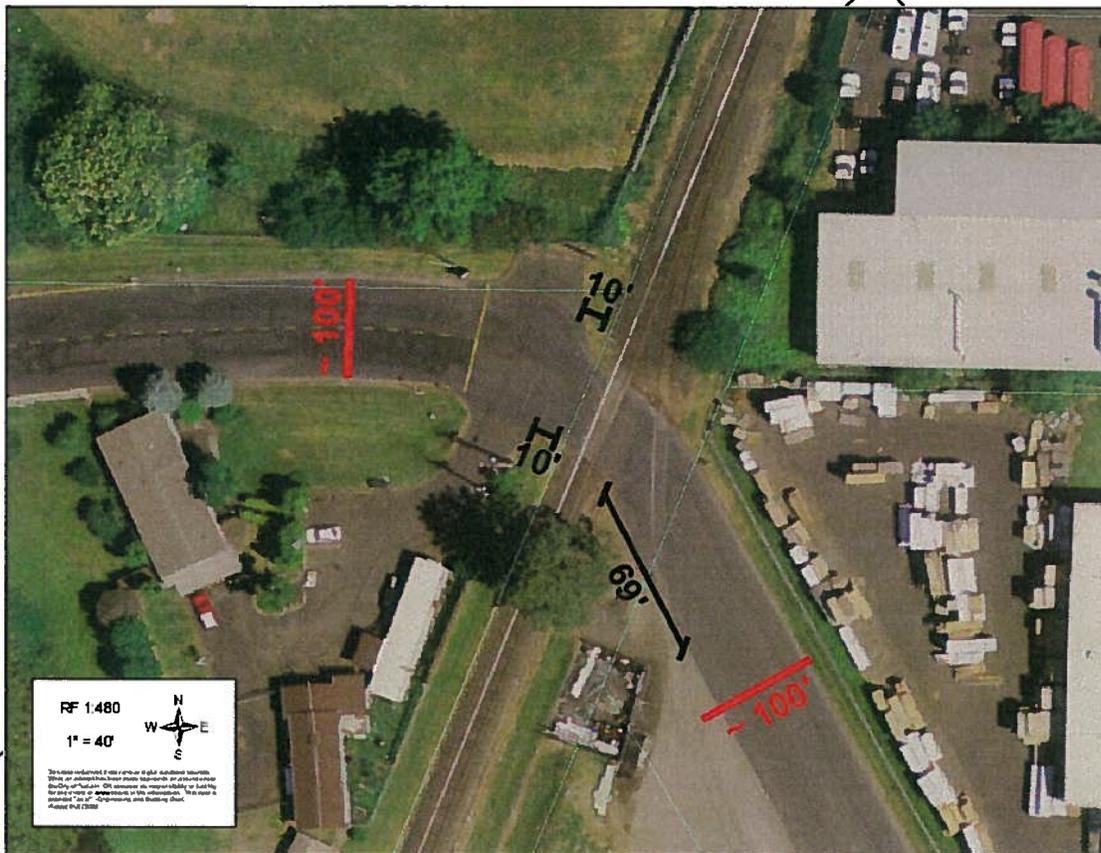
Wayside Horn \$95,000  
 Annual Operation & Maintenance Costs \$4,000-\$10,000

## Required for all Methods:

Crossing Order Modification \$10,000

## Industrial Way

Industrial Way is a Private Crossing owned by \_\_\_\_\_.  
Identified as US DOT Crossing No. 058302R (Crossing ID 3E-035.80) located at  
milepost 37.72.



Through Industrial Way the Freight trains will be traveling at a speed of 40 mph and the Commuter Rail will be traveling at a speed of 60 mph.

The nearest residential properties to the Industrial Way crossing are located approximately 750 feet to the east (Red Fern Subdivision).

The tracks east and west of the 95<sup>th</sup> Avenue crossing are curved. Sight distance is impacted by the curvature of the tracks; the curvature limits the ability for visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

The requirements for the private crossings will be determined during a Diagnostic Team Review, once the Notice of Intent to establish a quiet zone is submitted.

All work outside of Railroad Right-of-Way is located on private property. Property owner may not be interested.

# Industrial Way Preliminary Cost Estimates

Quiet Zone Implementation Methods:

## Supplemental Safety Measures Method:

*Option 1:*

Four-Quadrant Gate	\$300,000
Annual Operation & Maintenance Costs	\$10,000

*Option 2:*

Raised Median/Channelized Devices	\$ _____
Requires:	
• Annual Operation & Maintenance Costs	\$ _____

## Quiet Zone Risk Index Method:

Required Improvements	\$ _____
Annual Operation & Maintenance Costs	\$ _____

## Risk Index with Horns Method:

Required Improvements	\$ _____
Annual Operation & Maintenance Costs	\$ _____

## Wayside Horn Method:

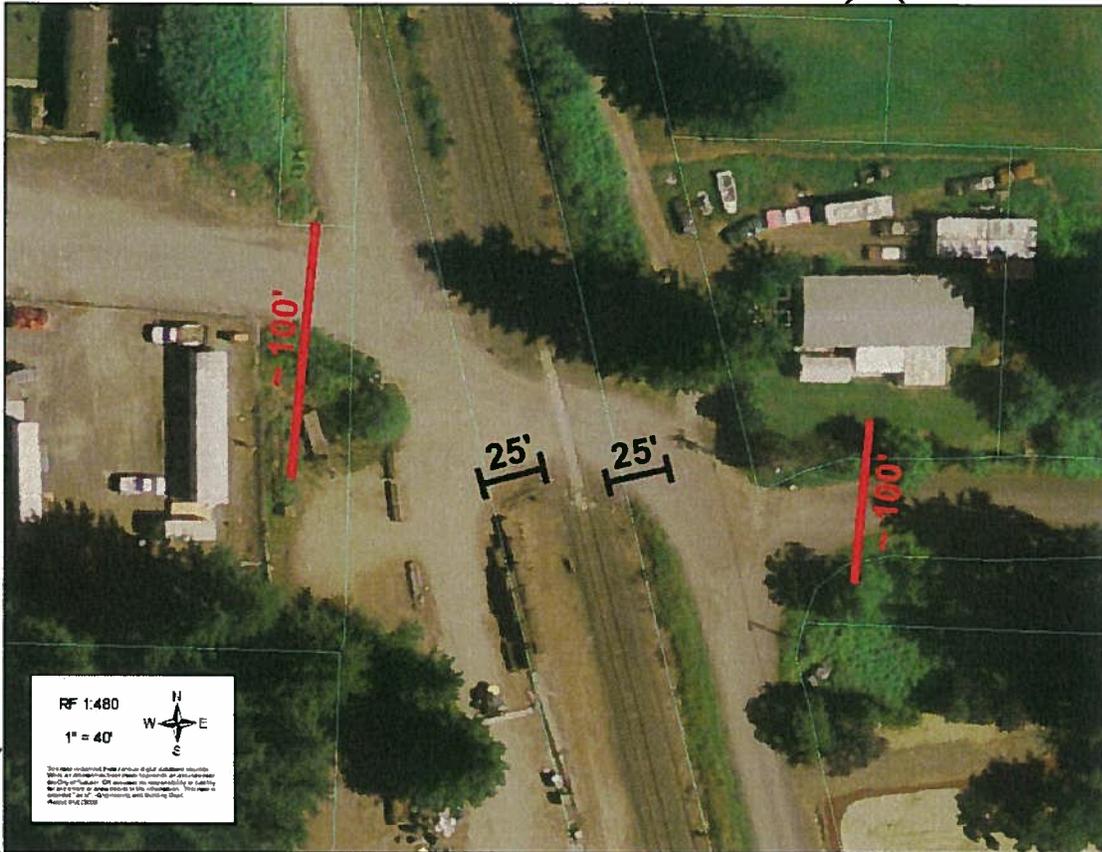
Wayside Horn	\$95,000
Annual Operation & Maintenance Costs	\$4,000-\$10,000

## Required for all Methods:

Costs to obtain Right-of-Entry & Easements may occur	Unknown
Crossing Order Modification	\$10,000

## Browns Transfer

Browns Transfer is a Private Crossing owned by \_\_\_\_\_. Identified as US DOT Crossing No. 058304E (Crossing ID 3E-035.80) located at milepost 38.94.



Through Browns Transfer the Freight trains will be traveling at a speed of 40 mph and the Commuter Rail will be traveling at a speed of 60 mph.

The nearest residential properties to the Browns Transfer crossing are located approximately 700 feet to the northeast (Stream Stone Estates Subdivision).

The tracks north and south of the Browns Transfer crossing are curved. Sight distance is impacted by the curvature of the tracks; the curvature limits the ability for visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train.

The requirements for the private crossings will be determined during a Diagnostic Team Review, once the Notice of Intent to establish a quiet zone is submitted.

All work outside of Railroad Right-of-Way is located on private property. Property owner may not be interested.

# Browns Transfer Preliminary Cost Estimates

Quiet Zone Implementation Methods:

## Supplemental Safety Measures Method:

*Option 1:*

Four-Quadrant Gate

\$300,000

Annual Operation & Maintenance Costs

\$10,000

*Option 2:*

Raised Median/Channelized Devices

\$ \_\_\_\_\_

Requires:

- 

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

## Quiet Zone Risk Index Method:

Required Improvements

\$ \_\_\_\_\_

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

## Risk Index with Horns Method:

Required Improvements

\$ \_\_\_\_\_

Annual Operation & Maintenance Costs

\$ \_\_\_\_\_

## Wayside Horn Method:

Wayside Horn

\$95,000

Annual Operation & Maintenance Costs

\$4,000-\$10,000

## Required for all Methods:

Costs to obtain Right-of-Entry & Easements may occur

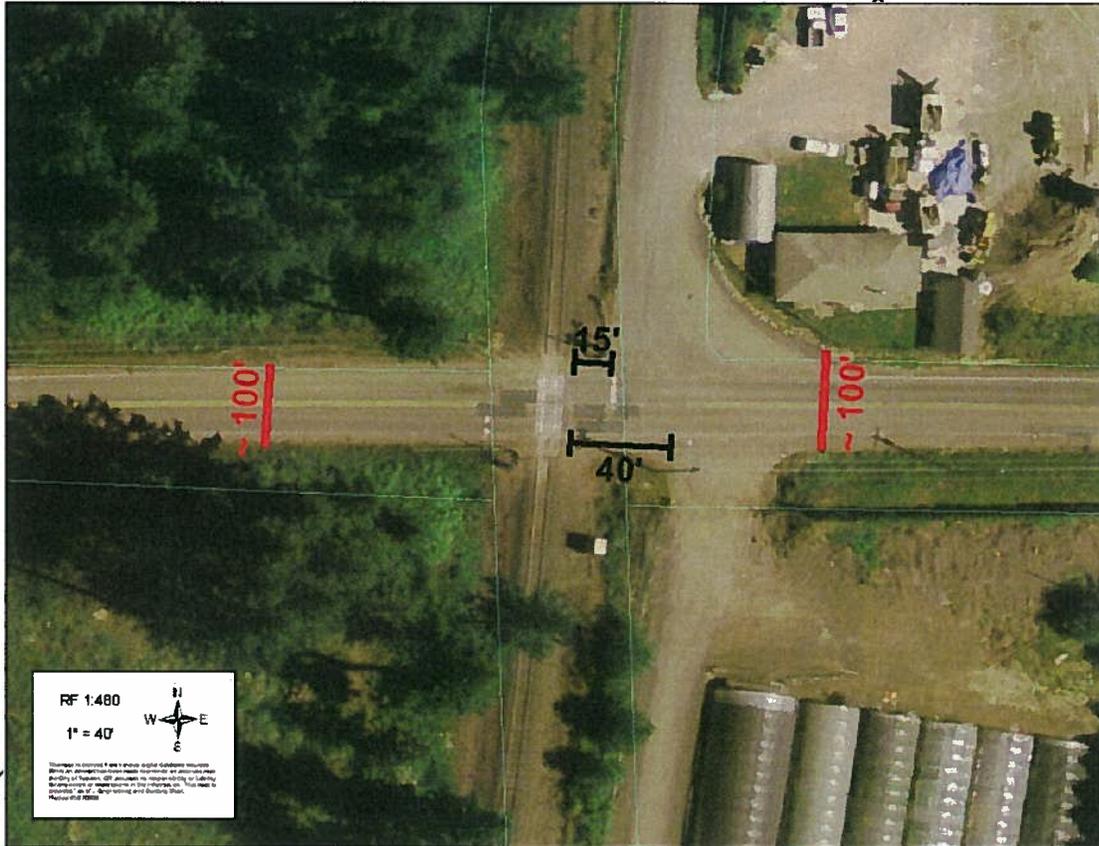
Unknown

Crossing Order Modification

\$10,000

## Tonquin Road

Tonquin Road is a Public Crossing under the jurisdiction of Washington County. Identified as US DOT Crossing No. 058305L (Crossing ID 3E-039.20) located at milepost 39.10.



Through Tonquin Road the Freight trains will be traveling at a speed of 40 mph and the Commuter Rail will be traveling at a speed of 60 mph.

The nearest residential properties to the Tonquin Road crossing are located approximately 2050 feet to the northeast (Stream Stone Estates Subdivision).

The tracks north and south of the Tonquin Road crossing are curved. Sight distance is impacted by the curvature of the tracks; the curvature limits the ability for visibility of the train by vehicles and pedestrians and the visibility of vehicles and pedestrians by the train. Based on the design of Tonquin Road, special advanced warning signs will be installed to alert drivers of the train crossing.

To implement a SSM raised median requires closure or relocation of the driveway to the northeast, located within 15 feet of the crossing and closures or relocation of the driveway to the southeast, located within 40 feet of the crossing. Additionally, Tonquin Road is a County facility and would require County permits and approval to construct any improvements within the right-of-way.

# Tonquin Road Preliminary Cost Estimates

## Quiet Zone Implementation Methods:

### Supplemental Safety Measures Method:

#### Option 1:

Four-Quadrant Gate	\$300,000
Annual Operation & Maintenance Costs	\$10,000

#### Option 2:

Raised Median/Channelized Devices	\$65,000
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#### Requires:

- Closure or relocation of commercial driveway to the northeast, located approximately 15 feet from the crossing
- Closure or relocation of commercial driveway to the southeast, located approximately 40 feet from the crossing

Annual Operation & Maintenance Costs	\$1,000-\$2,000
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### Quiet Zone Risk Index Method:

Required Improvements	\$ _____
Annual Operation & Maintenance Costs	\$ _____

### Risk Index with Horns Method:

Required Improvements	\$ _____
Annual Operation & Maintenance Costs	\$ _____

### Wayside Horn Method:

Wayside Horn	\$95,000
Annual Operation & Maintenance Costs	\$4,000-\$10,000

### Required for all Methods:

Crossing Order Modification	\$10,000
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## **Funding Options**

Following are various funding options for the implementation of quiet zones and/or wayside horns. Implementations of a quiet zones or wayside horns are generally considered a community livability issue.

### *Traffic Impact Fees (TIF)*

Tualatin Municipal Code (TMC) Chapter 2-4 goes over System Development Charges. Section 2-4-060 goes over the Segregation and Use of Funds and states that all funds received from the street systems development charge shall be placed in a separate fund and shall be used for no other purpose than the construction, reconstruction and improvement of street facilities or repayment of bonded indebtedness for such improvements.

Currently our Municipal Code does not allow the use of these Traffic Impact Fee funds for implementation of a quiet zone or wayside horns.

Additionally, the TIF collected within Washington County is subject to the Washington County Traffic Impact Fee Procedures Manual and is not eligible as the implementations of quiet zones and wayside horns are not a capacity or traffic safety improvement.

### *Road Utility Fees*

TMC Chapter 3-4 goes over Road Utility Fees. Section 3-4-020(10) states that funds received under this ordinance shall be placed in the City's Road Fund and dedicated and used exclusively for street maintenance, including sidewalk repair, landscape enhancements along the rights-of-way, street tree replacement, and street lighting and for no other purpose, as more specifically outlined in TMC 3-4.060.

Currently our Municipal Code does not allow the use of Road Utility Fee funds for implementation of a quiet zone or wayside horns.

The City could pursue a new monthly fee to accommodate Quality of Life or Community Livability costs. This fee could provide a revenue source for the yearly maintenance of any implemented quiet zones or wayside horns.

### *General Fund*

The City could work to obtain General Fund money to cover the annual operation and maintenance costs, as well as the insurance costs, for the implementation of quiet zones and/or wayside horns.

### *General Obligation Bond*

The City could propose a General Obligation Bond that could provide the initial construction costs for the implementation of quiet zones and/or wayside horns.

### *State Gas Tax*

The revenues from the state gas tax are currently not enough to cover the ongoing pavement maintenance demands within the City. Oregon's gas tax is 24 cents per gallon - a fixed amount per gallon that fails to provide any increase to cover inflation. There has been no increase in the 24 cents per gallon state gas tax since 1993.

### *Major Streets Transportation Improvement Program (MSTIP)*

Washington County administers the MSTIP program that began as a serial levy approved by voters in 1986 to pay for much-needed capital improvements to their transportation system. The first three MSTIP programs were each approved by voters as short-term levies. In 1997 this changed when voters approved Measure 50. The MSTIP levy became part of the county's permanent property tax rate, but at a reduced level.

### *Metro Transportation Improvement Program (MTIP)*

Every two years, Metro - the Metropolitan Planning Organization - allocates federal funds through a competitive project ranking process to jurisdictions within the Portland metropolitan area. The primary policy objective of the Metro Transportation Improvement Program (MTIP) is to fund projects that support development of mixed-use and industrial areas identified in Metro's Region 2040 Growth Concept. A secondary objective of the MTIP is to help develop a multi-modal transportation network with emphasis on funding bicycle, pedestrian, boulevard, freight, green street demonstration, regional transportation options, transit-oriented development and transit projects.

### *Tri-Met*

The City could work with Tri-Met to obtain the initial construction costs for the implementation of quiet zones and/or wayside horns.

### *State/Federal*

Federal Title 23 Section 130 funding for crossing safety improvements. These funds are administered by Oregon Department of Transportation - Rail Division (ODOT Rail). Federal rail safety funding administered through the State of Oregon only available in conjunction with crossing closures.

## Items for Consideration

There are several items to consider when determining if quiet zones and/or wayside horns should be implemented within Tualatin.

- Do we want to assume the possible risk associated with quiet zones and/or wayside horns? Currently we are not aware of any court cases involving accidents within a quiet zone or at crossings with wayside horns. Until a court case has been heard, the liability outcome of a case is unknown.
- If we implement a quiet zone, we will need to obtain an agreement with Portland & Western Railroad to maintain, operate and test the equipment associated with the four-quadrant gates and other railroad signal equipment. The actual cost of this annual maintenance is unknown at this time.
- If we implement wayside horns, we will need to obtain an agreement with Portland & Western Railroad to maintain, operate and test the equipment associated with the wayside horns. The actual cost of this annual maintenance is unknown at this time.
- Depending on the options that are chosen, what funding is available to implement quiet zones and/or wayside horns?
- Since neither a quiet zone or wayside horn can be fully implemented by the time Commuter Rail begins in September 2008, do we wait until the train horns begin to determine if the cost-to-benefit ratio is worth it?
- Since there are no installed wayside horns in the area to visit and review, do we want to be the guinea pigs for a wayside horn?

## Conclusion

# Appendix A

## SSM & ASM Matrix

DRAFT

# Supplemental Safety Measures Matrix

SSM	Requirements
<b>Four Quadrant Gate System</b>	<p>Conform to the standards for four-quadrant gates contained in the MUTCD</p> <p>All highway approach and exit lanes on both sides of the highway-rail grade crossing must be spanned by gates</p> <p>Crossing warning systems must be activated by the use of constant warning time devices</p> <p>Crossing warning systems must be equipped with power-out indicators</p> <p>Gap between the ends of the entrance and exit gates (on the same side of the railroad tracks) when both are in the fully lowered, or down, position must be less than two feet if no median is present - If the approach is equipped with a median or channelized device between the approach and the exit lanes, the lowered gates must reach to within one foot of the median or channelized device</p> <p>Break-away channelized devices must be frequently monitored to replace broken elements</p> <p>Gate timing should be established by a qualified traffic engineer based on site specific determinations. A determination should be made as to whether it is necessary to provide vehicle presence detectors (VPDs) to open or keep open the exit gates until all vehicles are clear of the crossing</p> <p>Highway approaches on one or both sides of the highway-rail crossing may be provided with medians or channelization devices between the opposing lanes.</p> <p>Remote monitoring (in addition to power-out indicators, which are required) of the status of the crossing system is preferred.</p>
<b>Gates with Medians or Channelization Devices</b>	<p>Opposing traffic lane on both highway approaches to the crossing must be separated by either: (1) medians bounded by nontraversable curbs or (2) channelization devices</p> <p>Medians or channelization devices must extend at least 100 feet from the gate arm, or if there is an intersection within 100 feet of the gate, the median or channelization device must extend at least 60 feet from the gate arm.</p> <p>Intersections of two or more streets, or a street and an alley, that are within 60 feet of the gate arm must be closed or relocated. Driveways for private, residential properties (up to 4 units) within 60 feet of the gate arm are not considered to be intersections under this part and need not be closed. For the purpose of this part, driveways accessing commercial properties are considered intersections and are not allowed</p> <p>Crossing warning systems must be activated by use of constant warning time devices</p> <p>Crossing warning systems must be equipped with power-out indicators</p> <p>Gap between the lowered gate and the curb or channelization device must be one foot or less, measured horizontally across the road from the end of the lowered gate to the curb or channelization device or to a point over the edge or channelization device</p> <p>Break-away channelized devices must be frequently monitored to replace broken elements</p>
<b>One Way Streets with Gates</b>	<p>Gate arms on the approach side of the crossing should extend across the road to within one foot of the far edge of the pavement. If a gate is used on each side of the road, the gap between the ends of the gates when both are in the lowered, or down, position must be no more than two feet</p> <p>If only one gate is used, the edge of the road opposite the gate mechanism must be configured with a non-traversable curb extending at least 100 feet.</p> <p>Crossing warning systems must be activated by use of constant warning time devices</p> <p>Crossing warning systems must be equipped with power-out indicators</p>

# Supplemental Safety Measures Matrix

## SSM

## Requirements

### **Temporary Closures of a Public Highway-Rail Grade Crossing (Can only be implemented within a Partial Quiet Zone)**

- Completely block traffic on all approach lanes to the crossing
- Completely block adjacent pedestrian crossings
- Crossings shall be closed from 10 p.m. until 7 a.m. every day
- Barricades and signs used for the closure shall conform to the MUTCD
- Daily activation and deactivation of the closure system is the responsibility of the public authority responsible for the adjacent street
- Closure system must be tamper and vandal resistant to the same extent as other traffic control devices
- Closure system shall be equipped with a monitoring device that contains an indicator which is visible to the train crew prior to entering the crossing

### **Permanent Closure of a Public Highway-Rail Grade Crossing**

- Completely block traffic on all approach lanes to the crossing
- Barricades and signs used for the closure shall conform to the MUTCD
- Closure system must be tamper and vandal resistant to the same extent as other traffic control devices
- Since traffic will be redistributed among adjacent crossings, the traffic counts for adjacent crossings shall be increased to reflect the diversion of traffic from the closed crossing

**WORK SESSION ITEMS**

**PowerPoint?**

1. Tualatin Tomorrow Goals & Budget (30 min)
2. Retreat – Follow-up Tualatin Tomorrow Actions (30 min)
3. Train Noise Update (Eng) (30 min)
4. Celebrate Tualatin City Volunteers & Volunteer of the Year (15 min)

yes

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Passport Photo Program Presentation
2. Tree City USA and Growth Award Presentation
3. Proclamation Designating April 6-12, 2008 as Arbor Week
4. ~~Proclamation Designating National Library Week (need week/dates in title)~~ moved to Apr 14

yes

**CONSENT CALENDAR ITEMS**

1. Acceptance of Urban Renewal Advisory Committee (URAC) Annual Report – TDC (Comm. Dev.)
2. Acceptance of Tualatin Planning Advisory Committee (TPAC) Annual Report (Comm. Dev.)
3. Update Public Works Construction Code (Engineering)
4. Herman Road ROW and Easement Compensation (TDC) (Comm. Dev.)
5. Herman Road ROW and Easement Acceptance (COT) (Comm. Dev.)
6. Library Project Update and approval of Commissioned Art and Acquisition of Art (Comm. Svcs.)
7. Resolution Core Area Parking District Policy Update (COT) (Comm. Dev.)
8. Resolution Accepting Public Improvements for Riverhouse at Bridgeport (Engr)
9. Resolution Accepting Public Improvements for Columbia Roofing & Sheet Metal (Engr)
10. Resolution Accepting Public Improvements for LPKF Building (Engr)
11. Resolution Updating Core Area Parking District Time Regulations (Comm. Dev.)

**PUBLIC HEARINGS – NONE**

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Wash Co Fairgrounds Revitalization Task Force presentation (10 minutes)
2. Ordinance Adopting New Residential Building & Plumbing Code (Eng/Bldg)
3. Ordinance Establishing Parking Time Regulations for the City Center (Comm. Dev.)
4. Ordinance Establishing the 08/09 Core Area Tax Rate (Comm. Dev.)

Yes

**WORK SESSION ITEMS**

**PowerPoint?**

1. CURD Milestones for Increasing Max. Indebtedness; Prelim. Project list (*Comm Dev*) **yes**
2. Bond Measure Update
- 3.
- 4.

**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

- 1.
- 2.
- 3.

**CONSENT CALENDAR ITEMS**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

- 1.
- 2.

**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

- 1.
- 2.
- 3.

**EXECUTIVE SESSION ITEMS**

- 1.

**WORK SESSION ITEMS**

**PowerPoint?**

1. Bond Measure Update

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2. Legislative Program Proposal ? (Admin) 30 min

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3. Annual Fee Schedule Update (methodology, phasing, etc.)

---

- 4.

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- 5.

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**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Tualatin Youth Advisory Council Update

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2. Proclamation Designating National Volunteer Week April 27 – May 3, 2008

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- 3.

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**CONSENT CALENDAR ITEMS**

1. Tualatin Arts Advisory Committee (TAAC) Annual Report (Comm. Svcs.)

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2. Resolution Annual Fee Schedule Update (Comm. Dev.)

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3. New Liquor License Application – Fiorano Restaurant (formerly Lake Garden)

---

4. Proclamation Designating National Library Week (need week/dates in title) (Commun Svcs)

---

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

1. PTA-06-05 Single Family Design Standards

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2. CUP-08-01 Watchman's Dwelling Tualatin Storage LLC

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- 3.

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**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Ordinance – Rental Housing Standards Maintenance (Legal)

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2. Development Agr City of Tualatin/Trammell Crow Residential - **Tentative** (Comm. Dev.)

---

3. Ordinance – Library Advisory Committee Changes

---

- 4.

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**EXECUTIVE SESSION ITEMS**

- 1.

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**WORK SESSION ITEMS**

**PowerPoint?**

1. Bond Measure Update

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2. Red Light Photo Update (*Police*) – 45 minutes

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3. Requiring partitions to make ½-street improvements

---

- 4.

---

- 5.

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**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Proclamation – National Public Service Recognition Week

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2. Proclamation – Public Works Week

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- 3.

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**CONSENT CALENDAR ITEMS**

1. Award of Bid 124<sup>th</sup> Avenue (Commission) –**Tentative** (*Comm Dev*)

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- 2.

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- 3.

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- 4.

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**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

- 1.

---

- 2.

---

- 3.

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**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1. Clackamas County Library District

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- 2.

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- 3.

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- 4.

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**EXECUTIVE SESSION ITEMS**

- 1.

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**WORK SESSION ITEMS**

**PowerPoint?**

1. Bond Measure Update

---

2.

---

3.

---

4.

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5.

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**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1. Tualatin Youth Advisory Council Update

---

2.

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3.

---

**CONSENT CALENDAR ITEMS**

1.

---

2.

---

3.

---

4.

---

**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

1. PTA-08-02 Floodplain Regulations (*Legislative*) Engineering/Planning

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2.

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3.

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**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1.

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2.

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3.

---

4.

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**EXECUTIVE SESSION ITEMS**

1.

---

**WORK SESSION ITEMS**

**PowerPoint?**

1. Bond Measure Update

---

2. Budget Committee Meeting

---

3.

---

4.

---

5.

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**PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS**

**PowerPoint?**

1.

---

2.

---

3.

---

**CONSENT CALENDAR ITEMS**

1.

---

2.

---

3.

---

4.

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**PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial**

**PowerPoint?**

1. PTA-08-01 Freeway Oriented Sign Regulations Phase 1 (*legislative*) (*Comm Dev*)

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2. PMA-09-01 RML to RL – Boones Ferry Road near Norwood Road (*Quasi*) (*Comm Dev*)

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3.

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**GENERAL BUSINESS ITEMS (not consent)**

**PowerPoint?**

1.

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2.

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3.

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4.

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**EXECUTIVE SESSION ITEMS**

1.

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# TUALATIN CALENDAR

## March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						<b>1</b>
<b>2</b>	<b>3</b>	<b>4</b> 6:30p TLAC	<b>5</b> 1:15p Tualatin Historical Soc 5:30p Alive After Five, Umpqua Bank, 18757 SW Martinazzi Avenue 7:00p ARB (if necessary)	<b>6</b> 6:30p G0 08 Ad Hoc Committee Meeting @ Senior Center	<b>7</b> 7:30a Chamber Networking AM, Wine Styles, Nyberg Woods, 7009 SW Nyberg Street	<b>8</b>
<b>9</b>	<b>10</b> 6:15p Work Session 7:00p Council/TDC Mtg	<b>11</b> 6:00p TPARK	<b>12</b> 9:45a Sr. Center Steering Committee 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers 7:30p Vision Implementation Committee	<b>13</b> 7:00p TPAC	<b>14</b> 7:30a Chamber Networking AM, Work Source Tualatin 7995 SW Mohawk Street 6:30pm Police Dept Awards Banquet @ Hazelbrook School	<b>15</b>
<b>16</b>	<b>17</b>	<b>18</b> 6:30p TAAC	<b>19</b> 5:30p Alive After Five, Rumours Day Spa, 19245 SW Martinazzi Avenue 7:00p ARB (if necessary)	<b>20</b>	<b>21</b> 7:30a Chamber Networking AM, Pacific Continental Bank, 7111 SW Nyberg Street	<b>22</b>
<b>23</b>	<b>24</b> 5:00p Work Session 7:00p Council/TDC Mtg	<b>25</b>	<b>26</b> 7:00p ARB (if necessary)	<b>27</b> 11:30a Chamber Luncheon @ Country Club	<b>28</b>	<b>29</b> 11:30a - 12:30p Dedication of Wildlife Center at Tualatin River Wildlife Refuge
<b>30</b>	<b>31</b>					

2008

# April

## TUALATIN CALENDAR

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<b>1</b>	<b>2</b> 1:15p Tualatin Historical Soc 7:00p ARB (if necessary)	<b>3</b>	<b>4</b> 6:00p Community Partners for Affordable Housing Fundraiser, Country Club	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b> 9:30 & 10:30a Arbor Day Toddler Storytime	<b>9</b> 10a Arbor Day Preschool Storytime 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers 7p - Visual Chronicle Reception; Heritage Cntr 7:30p Vision Implementation Committee	<b>10</b> 10:30a Arbor Day Family Storytime 6:30p GO 08 Ad Hoc Committee Meeting @ Senior Center 7:00p TPAC	<b>11</b>	<b>12</b> 12:00p - 3:00p YAC Green Week Event, The Pointe at Bridgeport (across from Bridgeport Village)
<b>13</b> Green Week - YAC	<b>14</b> Green Week - YAC 5:00p Work Session 7:00p Council/TDC Mtg	<b>15</b> Green Week - YAC	<b>16</b> Green Week - YAC 7:00p ARB (if necessary)	<b>17</b> Green Week - YAC 5:30p Celebrate Tualatin @ Country Club 7:00p Urban Renewal Advisory Committee, Council Chambers	<b>18</b> Green Week - YAC	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b> 7:00p ARB (if necessary)	<b>24</b> 11:30a Chamber Luncheon @ Country Club	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b> 5:00p Work Session 7:00p Council/TDC Mtg	<b>29</b>	<b>30</b> 7:00p ARB (if necessary)			

# 2008

# May

2008

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				<b>1</b>	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> 1:15p Tualatin Historical Soc 7:00p ARB (if necessary)	<b>8</b> 5:30p Tualatin Tomorrow Community Event – The Vision Continues, Education Building, Meridian Park Hospital 7:00p TPAC	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b> 5:00p Work Session 7:00p Council/TDC Mtg	<b>13</b>	<b>14</b> 6:30p Tualatin Tomorrow VIC Steering Committee Meeting, Council Chambers 7:30p Vision Implementation Committee	<b>15</b> 6:30p GO 08 Ad Hoc Committee Meeting @ Senior Center	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b> Crawdaddy Open Golf Tournament, Tualatin Country Club	<b>20</b>	<b>21</b> 12:00p Core Area Parking District Board, Council Chambers 7:00p ARB (if necessary)	<b>22</b> 11:30a Chamber Luncheon @ Country Club	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b> Memorial Day Holiday Observed CITY OFFICES CLOSED LIBRARY CLOSED	<b>27</b> Note Council meeting date change 5:00p Work Session 7:00p Council/TDC Mtg	<b>28</b> 7:00p ARB (if necessary)	<b>29</b>	<b>30</b>	<b>31</b>