




MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council
FROM: Sherilyn Lombos, City Manager 
DATE: October 24, 2008
SUBJECT: Work Session for October 27, 2008

Work Session will begin at 5:00 p.m.
There WILL be an executive session: ORS 192.660(2)(e)

The following items are up for consideration at work session:

- 1) **5:00 p.m. (20 min) – Rental Housing Additional Information.** You requested that we research what other cities are doing with regards to several items (rental caps, garage conversions, over-crowding standards, etc.). Attached is a memo and a spreadsheet from Carina with the information requested.

Action requested: Direction from Council whether to pursue any other policies related to rental housing.
- 2) **5:20 p.m. (20 min) – Reverse Frontage Future Planning.** Attached is a memo from Dan Boss regarding the reverse frontage program.

Action requested: Direction from Council regarding future reverse frontage focus areas.
- 3) **5:40 p.m. (20 min) – Street Trees Policy.** Several meetings ago the Council discussed policies associated with street trees. It was decided that a sub-committee made up of Mayor Ogden and Councilors Barhyte & Harris meet and

formulate a recommendation to present to the rest of the Council. Attached is a memo with information regarding the sub-committee's discussion and recommendation.

Action requested: Direction from the Council on a street tree replacement policy.

- 4) **6:00 p.m. (20 min) – Allocation of Funds to Outside Agencies.** The Council budgeted \$15,000 during the 08/09 budget process to be allocated to outside agencies. Proposals were solicited and attached are the applications and information received.

Action requested: Direction from Council regarding allocation of funds to outside agencies.

- 5) **6:20 p.m. (20 min) – Council agenda review & Council communications.**

Action requested: Council review the agenda for the October 27th City Council and Development Commission meetings and discuss items of interest or Council activities from the past two weeks.

- 6) **6:40 p.m. (15 min) – EXECUTIVE SESSION – TUALATIN DEVELOPMENT COMMISSION – Real Property Transactions (Nyberg Street Sanitary Sewer Line).**

Other items of interest:

Food for Monday night: We will be enjoying chicken fajitas from Baja Fresh.

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. Some dates you may want to note:

- **October 25, Saturday, 10:00am:** 5th Annual West Coast Giant Pumpkin Regatta at the Lake of the Commons.
- **November 1, Saturday, 10:00am – 2:00pm:** Bulky Waste Day
- **November 11, Tuesday:** Veterans Day Holiday, City Offices Closed
- **November 15, Saturday, 10:00am – 2:00pm:** Yard Debris Day
- **November 21 – 22, Friday – Saturday:** City Council Goal Setting Retreat

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

Attachments:

- A. Rental Housing Information Memo
- B. Reverse Frontage Memo
- C. Street Trees Policy Memo & Presentation
- D. Allocation of Funds Information
- E. Upcoming meeting and work session items (November – January)
- F. Tualatin Calendar of Events (November – January)



MEMORANDUM CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager *SL*

FROM: Doug Rux, Community Development Director *DR*
Colin Cortes, Assistant Planner *C.C.*

DATE: October 27, 2008

SUBJECT: SUBCOMMITTEE WORKING CONSENSUS ON STREET TREES

BACKGROUND:

Following the 9/08/2008 Council work session, it was agreed a subcommittee consisting of Mayor Ogden and Councilors Barhyte and Harris would convene to further discuss alternatives for a street tree preservation program. The subcommittee met, took a visual tour of the city, and subsequently met with staff on 10/20/2008.

GOAL:

Enhance tree canopy and long-term preservation of tree canopy.

POLICY CONSIDERATIONS:

The subcommittee discussed the following:

- Are street trees important if a given private lot lacks front yard landscaping?
- Does removal of street trees need to be a land use action?
- Are too many lots in a row with no street trees or no front yard trees good or bad?
- Should we give the right to cut trees and not encourage cutting of trees?
- Should there be an evaluation in the total tree count with a certain distance from a curb?
- Should a safe harbor provision be established? (A basic street tree program would require planting in a planting strip, while a City review program for substantial compliance would apply if a property owner wants to do otherwise.)
- Should there be an agreement with a property owner if they do not choose the safe harbor approach to maintain trees if trees are planted in a location other than the planting strip?
- Should the City revisit tree-cutting regulations allowing yearly exemption of four (4) trees to be removed larger than eight (8) inches in diameter without a permit?

- What should be done for tree replacement in storm damage situations?

The subcommittee established a working consensus:

- Maintain appearance of overall tree canopy
- Looking forward approach (tree replacement for trees approved to be removed), yet allowing for future City replacement of trees in gap areas
- Prevent multiple adjoining lots from losing trees (need a balance so that large gaps are not created with no planter strip trees or trees planted behind a sidewalk in a front yard area)
- Require a permit system to remove street trees
- Require one-for-one replacement of street trees, with narrow exceptions:
 - public works standards (proximity to fire hydrants, street lights, street signs, etc.)
 - vision clearance (driver sight distance)
 - option by property owner to place in front yard in lieu of planting strip
- Limit third exception as follows:
 - condition(s) of approval, including condition that front yard trees not be removed in the future; transferable from owner to owner, some form of written agreement
 - Assess existing canopy cover to determine if a tree or trees can be planted
 - Allow for monitoring by Operations as part of its usual schedule
 - Parameters of replacement trees are quantity, size, shape, and species. Trees expected to be one-for-one, similar to neighboring street trees, with canopy able to grow over the street, and appropriate species.
 - need for applicant to demonstrate "substantial compliance"
 - Tree-for-fee program for planting on private property
- Modify present Code by waiving provision for an owner's removal of up to four (4) trees per calendar year from private property
- Encourage property owner to default to one-for-one replacement of street tree(s); structure to be analogous to a "safe harbor" provision
- Keep tree-for-fee program in addition to the above
- In the aftermath of natural disasters and acts of God, use present tree-for-a-fee program. Optional: establish a set number of free trees to serve first come with matching funds given by requesting property owner
- Be mindful of likelihood in coming years of need to recognize and plan for solar access.
- Looking backwards (trees already removed), promote tree-for-fee program, show benefit of having trees.

OUTCOMES:

Upon Council direction, staff will prepare a plan text amendment (PTA) application with revised proposed language tentatively scheduled for the 12/08/2008 Council meeting.

Attachments:



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Carina Christensen, Assistant to the City Manager

DATE: October 27, 2008

SUBJECT: RENTAL HOUSING RESEARCH

The City Council previously directed staff to research five points related to rental housing. This memorandum responds to that direction and presents research findings in the following areas:

- Caps on rental housing
- Occupancy standards
- Garage conversions
- On-site parking
- Vector control

Cities within the Portland metro area were researched as they are all within Metro's jurisdiction and comply with requirements unique to the Portland metro area. To generate further information, staff then researched cities outside of Metro's boundaries and cities outside of the State of Oregon.

Analysis

This memorandum contains information from twenty-seven (27) cities across the country. Seventeen (17) of the cities are within the State of Oregon, with six (6) residing outside of Metro's boundaries. Ten (10) cities lie outside Oregon and about a third of the cities researched can be described as college towns. These characteristics are important to note as they help define city policy in relation to rental property and single-family dwellings.

Caps on Rental Housing

The majority of the cities do not cap the number of rentals within the city or within neighborhoods. As a college town with documented overcrowding issues, West Lafayette, Indiana restricts occupancy by zoning. The city cannot, however, cap the amount of rentals within the city. Capping rentals is not allowed in the State of Indiana.

MEMORANDUM: Rental Housing Research

Date: October 27, 2008

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The cities that do have some type of limit on rentals are either college towns or popular tourist destinations. In Oregon, among cities researched, Manzanita does not allow short-term rentals (less than 30 days) in its residential areas. The City does not, however, restrict long-term rentals. Cannon Beach used to restrict short-term rentals in its residential areas, but the voters overturned the ordinance indicating that it impaired property owner's rights.

Outside of Oregon, two of the cities researched cap the percentage of long-term rentals within the city. Both cities are college towns in Minnesota: Duluth and Winona. Duluth has four colleges within its boundaries. After making significant findings of university off-campus apartment impacts, both cities created student rental housing zones. Duluth created a Protection Zone around its four colleges/universities. Minnesota is in the Eighth Circuit Court of Appeals, which is currently the only Circuit to require only a rational basis for such rental housing restrictions. All other Circuits, including Oregon's Ninth, require a much higher burden of proof to uphold such restrictions. College towns and popular tourist destinations were the only cities in which caps on rental housing were found. Two popular college towns in Oregon, Eugene and Corvallis, cite unconstitutionality issues as reasons for not capping rentals in their cities.

Garage Conversions

Findings also show that none of the cities researched prohibit garage conversions, either for additional bedrooms or for accessory dwelling units. However, garage conversions can affect the parking requirements. None of the cities researched in Oregon couple on-site parking requirements with the number of bedrooms or persons in a single-family dwelling. However, some cities in other states do, such as Reno, Nevada and Pullman, Washington. Pullman bases its parking on whether it is single-family or multi-family housing. Reno bases its parking spaces on the number of bedrooms.

On-Site Parking Requirements

The majority of Oregon cities researched require a minimum of one on-site parking space, with the exception of Salem, Gresham and Manzanita which all require two on-site parking spaces. Outside of Oregon, on-site parking requirements vary from one and two spaces to the number of bedrooms in a single-family dwelling.

Occupancy Limits

Cities vary with regard to occupancy standards. Some of the cities have neither an overcrowding ordinance nor a limit on occupancy, such as Fairview, Forest Grove and Keizer. Many cities do, however, have overcrowding ordinances which state the number of square feet required per person in a single-family dwelling. Portland's overcrowding ordinance has the lowest sq. footage requirement per person, at 100 sq. ft. per person, whereas Tualatin has the highest with 225 sq. feet per person.

Definition of Family

A variety of cities define "family" and thus limit the number of unrelated adults in a single-family dwelling. Of the cities researched, none of the ordinances limiting occupants through the definition of family have been challenged except for Jupiter, Florida. Jupiter adopted its occupancy limit in June of 2008 and a lawsuit is currently

MEMORANDUM: Rental Housing Research

Date: October 27, 2008

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pending. In Oregon, Corvallis has not enforced its occupancy limit, as it has an Oxford House with 10 un-related adults. Eugene has two Oxford Houses that both exceed the standard of 5 un-related adults. Sherwood defines family as no more than five un-related adults; however, its ordinance contains a memorandum urging the city to remove the definition of family because it has been ruled unconstitutional.

Vector Control

The City has researched vector control options. We will present proposed language to the Council to include in Tualatin's Rental Housing Maintenance Code that will provide for vector control.

Attachments:

- A. Rental Housing Research Spreadsheet
- B. Memo from City of Sherwood staff regarding
unconstitutionality of definition of "family"

RENTAL HOUSING RESEARCH						
City	Rental Cap	Prohibit Garage Conversions?	On-Site Parking Spaces?	Definition of Family (land use or building code)	Overcrowding Standard	Status/Notes
Tualatin	No	No	1	N/A	225 sq. ft/person	
Beaverton	No	No	1	N/A	150 sq. ft/person (note 4)	Overcrowding never been challenged. In effect since August 20, 2007.
Fairview	No	No	1	N/A	N/A	N/A
Forest Grove	No	No	1	N/A	N/A	N/A
Hillsboro	No	No	1	5 unrelated adults (not enforced)	N/A	No challenges
Lake Oswego	No	No	1	5 unrelated adults	N/A	In land use code definitions since 1982: No challenges
Portland	No	No	1	N/A	100 sq. ft/person (note 6)	Overcrowding standard in effect since at least 1993, but Title 29 goes back to the 70s. No challenges.
Sherwood	No	No	1	5 unrelated adults (not enforced)	N/A	Def. of family since 1997: No challenges (see attached memo)
Tigard	No	No	1	N/A	150 sq. ft/person (note 7)	Overcrowding standard in property maintenance regulations since 1999. No challenges.
Wilsonville	No	No	1	N/A	N/A	N/A
Keizer	No	No	1	N/A	N/A	N/A
Corvallis	No	No	1	5 unrelated adults (not enforced) (note 5)	N/A	Definition of family not in rental housing inspection program that was adopted in

RENTAL HOUSING RESEARCH						
City	Rental Cap	Prohibit Garage Conversions?	On-Site Parking Spaces?	Definition of Family (land use or building code)	Overcrowding Standard	Status/Notes
Salem	No	No	2	5 unrelated adults (note 11)	141 sq. ft/person	Overcrowding enforced in rental maintenance program. Unsure if definition of family is enforced
Gresham	No	No	2	4 unrelated adults	N/A	Definition of family not in Rental Housing Inspection Program that was adopted December 2007
Eugene	No	No	1	5 unrelated adults (note 15)	N/A	No challenges; Definition of family in the land use code for over 20 years.
Manzanita	Yes, restricts short-term rentals	No	2	5 unrelated adults (note 14)	N/A	No challenges to definition of family
Cannon Beach	Used to restrict short-term rentals	N/A	N/A	N/A	N/A	Voters overturned short-term rental ordinance indicating that it impaired property owner's rights.
Outside Oregon						
Jupiter, FL			2-Single car garage or carport and one exterior space	5 unrelated adults (note 1)	N/A	Definition of family challenged in 6/2008; pending lawsuit
Newark, DE	No	No	1	3 unrelated adults (note 2)	N/A	Has zoning regulations on student homes. (see note 2 below); no challenges

RENTAL HOUSING RESEARCH						
City	Rental Cap	Prohibit Garage Conversions?	On-Site Parking Spaces?	Definition of Family (land use or building code)	Overcrowding Standard	Status/Notes
Barnstable, MA	No	No	1	N/A	Determined by the # of bedrooms (see note 8) No portion of the room measuring less than 5 feet from the finished floor to the finished ceiling; no habitable room shall be less than 7 feet in any dimension.	Overcrowding standard adopted 1991 & updated in 2006: No challenges
Winona, MN	30% cap in certain residential zones	No	2	3 unrelated adults (rental housing code)		Overcrowding standard adopted December 2005 in building code, No challenges
West Lafayette, IN	No: Illegal in Indiana, but can create zones to limit occupancy	No	New construction since 1988- 2 per unit. Before that enforcement was lacking, no strict requirement.	3 in residential areas zoned R1, R1U, R-2 & R-2U; 4 in other residential zones	150 sq. feet for first person; 100 sq. feet for each additional occupant	Amendments to strengthen enforcement (of occupancy zoning & overcrowding) adopted 2001, but in city code (rental certificates & regulation section of building code) since 1976.
Pullman, WA	No	No	0.75 spaces/ bedroom for single family: 1 space/ bedroom for multi-family housing	4 unrelated adults	N/A	No challenges to definition of family, in effect more than 20 years
Tacoma, WA	No	No	1	5 unrelated adults	300 sq. feet per person (note 16)	No challenges to overcrowding or definition of family
Centennial, CO	No	No	2	5 unrelated adults (note 10)	N/A	No challenges to definition of family

RENTAL HOUSING RESEARCH						
City	Rental Cap	Prohibit Garage Conversions?	On-Site Parking Spaces?	Definition of Family (land use or building code)	Overcrowding Standard	Status/Notes
Duluth, MN	Yes (student zoning, see note 12)	N/A	N/A	3 unrelated adults	Adopted 2000 edition of International Property Maintenance Code: 200 sq. ft per person-from the 2003 Int'l Prop. Mnt. Code	Student zoning adopted within the past 5 years, no challenges
Reno, NV	No	No	Based on the # of bedrooms	2 per bedroom + 1		No challenges to definition of family or overcrowding standard

Notes:

- The ordinance does provide an exemption for children under 18.
- "A student home is permitted on a lot only if any portion of the lot is no closer to any portion of another student home, than a distance determined by multiplying times 10 the required lot width for a single-family detached dwelling in the zoning district in which the proposed student home is located."
- On-site parking can vary city by city for multi-family dwellings.
- "If a dwelling has three, four or five occupants, the dwelling must have a dining room and living room with a combined area of not less than 200 square feet, plus kitchen space of not less than 50 square feet. If a dwelling has six or more occupants, it must have a dining room, and living room with a combined area of not less than 250 square feet, plus kitchen space of not less than 50 square feet."
- Convallis' Land Development Code limits the number of un-related individuals in a dwelling unit to 5 persons.
- Portland's overcrowding ordinance 29.30.220: "No dwelling unit shall be permitted to be overcrowded. A dwelling unit shall be considered overcrowded if there are more residents than one plus one additional resident for every 100 sq. ft. of floor area of the habitable rooms in the dwelling unit."
- Tigard's overcrowding ordinance 14.16.290: "A dwelling unit shall be considered overcrowded if there are more residents than one plus one additional resident for every 150 sq. ft. of floor area of the habitable rooms in the dwelling unit." (Ord. 99-02).
- Barnstable code 59-3: "The maximum number of occupants in a residential dwelling shall be determined by the number of bedrooms contained therein. A maximum number of two occupants is permitted for each of the first two bedrooms; for each additional bedroom a maximum number of one occupant is permitted." Definition of occupant: "Any person who has attained the age of 22 who has resided in a residential dwelling for any length of time" (59-2).
- Tacoma chapter 2.01.050: "Family" is an individual or two or more persons related by blood or marriage, or a group of not more than five persons (excluding household employees) who need not be related by blood or marriage, living together in a dwelling unit.

1. The ordinance does provide an exemption for children under 18.
2. "A student home is permitted on a lot only if any portion of the lot is no closer to any portion of another student home, than a distance determined by multiplying times 10 the required lot width for a single-family detached dwelling in the zoning district in which the proposed student home is located."
3*. On-site parking can vary city by city for multi-family dwellings.
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7. Tigard's overcrowding ordinance 14.16.290: "A dwelling unit shall be considered overcrowded if there are more residents than one plus one additional resident for every 150 sq. ft. of floor area of the habitable rooms in the dwelling unit." (Ord. 99-02).
8. Barnstable code 59-3: "The maximum number of occupants in a residential dwelling shall be determined by the number of bedrooms contained therein. A maximum number of two occupants is permitted for each of the first two bedrooms; for each additional bedroom a maximum number of one occupant is permitted." Definition of occupant: "Any person who has attained the age of 22 who has resided in a residential dwelling for any length of time" (59-2).
9. Tacoma chapter 2.01.050: "Family" is an individual or two or more persons related by blood or marriage, or a group of not more than five persons (excluding household employees) who need not be related by blood or marriage, living together in a dwelling unit.

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RENTAL HOUSING RESEARCH						
City	Rental Cap	Prohibit Garage Conversions?	On-Site Parking Spaces?	Definition of Family (land use or building code)	Overcrowding Standard	Status/Notes
				10. Centennial's definition of family is consistent with the State of Colorado's definition of family. The city's Land Development Code defines family as: "One or more persons who are related by blood, marriage, or legal adoption living together as a single household unit; a group of not more than five (5) persons not related by blood, marriage, or adoption..."		
				11. Salem zoning code (11.070) defines family (as applied to "single-family dwelling") as "an individual or two or more persons related by blood or marriage, or a group of not more than five persons (excluding servants) who need not be related by blood or marriage, living together in a dwelling unit. Family shall include two or more handicapped persons as defined in the Fair Housing Amendments Act of 1988 living as a single housekeeping unit." In some cases the Salem Zoning Code also allows two "boarders" in addition to the five unrelated individuals, for a total of 7 unrelated occupants.		
				12. (City Attorney note:) After making significant findings of university off-campus apartment impacts within the areas, the City created a Protection Zone around their 4 colleges/universities. All rentals in the City have to be licensed. Within the Protection Zone, rentals must be 300 feet apart with the following exceptions: all properties that were rentals at the time the ordinance was passed were grandfathered in if they were licensed within a period of time after the ordinance was passed.		
				13. Manzanita does not restrict the number of long-term rentals. Manzanita's rationale is that short-term rentals (usually overnight-weekly) operate more as a hotel, making them similar to commercial ventures.		
				14. Manzanita's code defines family: Family. Means an individual or two or more persons related by blood, marriage, adoption or legal guardianship, living together as one house keeping unit using one kitchen or a household of no more than 5 unrelated persons.		
				15. Eugene's definition of family: "A person living alone or any of the following groups living together as a single nonprofit housekeeping unit and sharing common living, sleeping, cooking & eating facilities: a) Any number of persons related by blood, marriage, adoption, guardianship... b) A maximum of 5 unrelated persons... c) Two unrelated persons and any parents or children related to either."		
				16. Tacoma's Minimum Building and Structures Code, Chapter 2.01, 2.01.070 states: "For single family dwellings and duplexes, the maximum number of residents of each dwelling unit shall not exceed the gross area divided by 300, rounded to the nearest whole number."		
				** Beaverton adopted a housing code August 20, 2007. Its code was modeled after Tigard's code. At the beginning of the drafting process, city planners considered writing a rental property code because so many of the neighborhood complaints were about rental properties. But, as they began to examine the issue in more detail, it appeared that: 1. They could not justify imposing standards on rental properties that would not also apply to owner-occupied properties, and 2. the quantity and location of rental housing "is probably a land-use issue that can't/should be addressed through the Development Code/Zoning."		

10. Centennial's definition of family is consistent with the State of Colorado's definition of family. The city's Land Development Code defines family as: "One or more persons who are related by blood, marriage, or legal adoption living together as a single household unit; a group of not more than five (5) persons not related by blood, marriage, or adoption..."

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12. (City Attorney note:) After making significant findings of university off-campus apartment impacts within the areas, the City created a Protection Zone around their 4 colleges/universities. All rentals in the City have to be licensed. Within the Protection Zone, rentals must be 300 feet apart with the following exceptions: all properties that were rentals at the time the ordinance was passed were grandfathered in if they were licensed within a period of time after the ordinance was passed.

13. Manzanita does not restrict the number of long-term rentals. Manzanita's rational is that short-term rentals (usually overnight-weekly) operate more as a hotel, making them similar to commercial ventures.

14. Manzanita's code defines family: Family. Means an individual or two or more persons related by blood, marriage, adoption or legal guardianship, living together as one house keeping unit using one kitchen or a household of no more than 5 unrelated persons.

15. Eugene's definition of family: "A person living alone or any of the following groups living together as a single nonprofit housekeeping unit and sharing common living, sleeping, cooking & eating facilities: a) Any number of persons related by blood, marriage, adoption, guardianship... b) A maximum of 5 unrelated persons. c) Two unrelated persons and any parents or children related to either."

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20 NW Washington
Sherwood, OR 97140
Phone: (503) 625-5522
FAX: (503) 625-0629
Kathy Cary

MEMORANDUM

TO: Scott Spence
From: Kathy Cary
Date: July 2, 1997

Attached is a copy of Ordinance No. 97-1024, and the current ordinance. Please note that there is no repealer clause in 1024 to repeal the old sections. Also, the following sections—I think—should be revised:

Page 7 - Section PM-111.2 - appeal procedure- See page 6 of Ordinance No. 96-1015, wouldn't that refer to this code also?

Page 8 - Definitions of one and two family dwelling go beyond that in the comp code. If the Code will not permit more than five lodgers, Mark Cottle has to move (or should be cited for violation of this code!). Definition of "family" was, I believe ruled unconstitutional.

Page 9 - Openable area - Section PM-402.0 - there is no such section



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Daniel J. Boss, Operations Director

DATE: October 27, 2008

SUBJECT: Reverse Frontage Program Discussion

In December of 2005, City of Tualatin Parks Maintenance staff began phase one of the Reverse Frontage Program. Council approved this program in August of 2005 to improve right-of-way landscape along city streets and provide continued maintenance for those areas. To fund the program, citizens pay an additional 50 cents per month on their utility bill to the Road Utility Fee.

Council's direction included on which streets to begin the improvements and the level of these improvements.

Parks Maintenance staff started at the outer edges of Tualatin, working toward the center of town, focusing first on Boones Ferry Road and then on Borland Road. Council approved a maintenance and installation hybrid level of 3.5, which includes clearing; site preparation; planting of groundcover, shrubs, and trees; installing temporary irrigation where we have wide sections of reverse frontage; and barkdusting. In areas that will not accommodate irrigation, we are using level 3, which includes clearing, site preparation, planting street trees, and barkdusting. These non-irrigated sites are watered with water bags.

To-date, Boones Ferry Road, Borland Road, and Sagert Street, from 65th Avenue to I-5, have been completed. Staff is currently working on Avery Street, from Boones Ferry Road to Tualatin-Sherwood Road. This will complete the priority list discussed with Council at the beginning of the program.

Since the program began, the Operations Department has received several inquiries from citizens, wanting to know when their street will be done. Calls have included 50th Avenue, Nyberg Lane, Ibach Street, 105th Avenue, and Norwood Road.

At this time, we would like Council direction as to new streets to be improved under the Reverse Frontage Program and the order in which to do them. A reverse frontage map and transportation map will be available at the Council meeting to facilitate discussion.



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Doug Rux, Community Development Director
Colin Cortes, Assistant Planner

DATE: October 27, 2008

SUBJECT: SUBCOMMITTEE WORKING CONSENSUS ON STREET TREES

BACKGROUND:

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GOAL:

Enhance tree canopy and long-term preservation of tree canopy.

POLICY CONSIDERATIONS:

The subcommittee discussed the following:


- Are street trees important if a given private lot lacks front yard landscaping?
- Does removal of street trees need to be a land use action?
- Are too many lots in a row with no street trees or no front yard trees good or bad?
- Should we give the right to cut trees and not encourage cutting of trees?
- Should there be an evaluation in the total tree count with a certain distance from a curb?
- Should a safe harbor provision be established? (A basic street tree program would require planting in a planting strip, while a City review program for substantial compliance would apply if a property owner wants to do otherwise.)
- Should there be an agreement with a property owner if they do not choose the safe harbor approach to maintain trees if trees are planted in a location other than the planting strip?
- Should the City revisit tree-cutting regulations allowing yearly exemption of four (4) trees to be removed larger than eight (8) inches in diameter without a permit?
- Should the street tree program be looking forward or include looking backwards at trees already removed?
- What should be done for tree replacement in storm damage situations?

The subcommittee established a working consensus:

- Maintain appearance of overall tree canopy
- Looking forward approach (tree replacement for trees approved to be removed), yet allowing for future City replacement of trees in gap areas
- Prevent multiple adjoining lots from losing trees (need a balance so that large gaps are not created with no planter strip trees or trees planted behind a sidewalk in a front yard area)
- Require a permit system to remove street trees
- Require one-for-one replacement of street trees, with narrow exceptions:
 - public works standards (proximity to fire hydrants, street lights, street signs, etc.)
 - vision clearance (driver sight distance)
 - option by property owner to place in front yard in lieu of planting strip
- Limit third exception as follows:
 - condition(s) of approval, including condition that front yard trees not be removed in the future; transferable from owner to owner, some form of written agreement
 - Assess existing canopy cover to determine if a tree or trees can be planted
 - Allow for monitoring by Operations as part of its usual schedule
 - Parameters of replacement trees are quantity, size, shape, and species. Trees expected to be one-for-one, similar to neighboring street trees, with canopy able to grow over the street, and appropriate species.
 - need for applicant to demonstrate "substantial compliance"
 - Tree-for-fee program for planting on private property
- Modify present Code by waiving provision for an owner's removal of up to four (4) trees per calendar year from private property
- Encourage property owner to default to one-for-one replacement of street tree(s); structure to be analogous to a "safe harbor" provision
- Keep tree-for-fee program in addition to the above
- In the aftermath of natural disasters and acts of God, use present tree-for-a-fee program. Optional: establish a set number of free trees to serve first come with matching funds given by requesting property owner
- Be mindful of likelihood in coming years of need to recognize and plan for solar access.
- Looking backwards (trees already removed), promote tree-for-fee program, show benefit of having trees.

OUTCOMES:


Upon Council direction, staff will prepare a plan text amendment (PTA) application with revised proposed language tentatively scheduled for the 12/08/2008 Council meeting.




Street Trees

Street Trees:
Sample Photos


City Council
Work Session
October 27, 2008






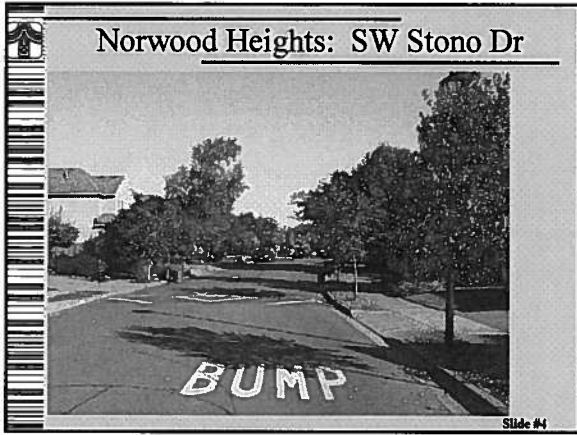
Sampled Subdivisions

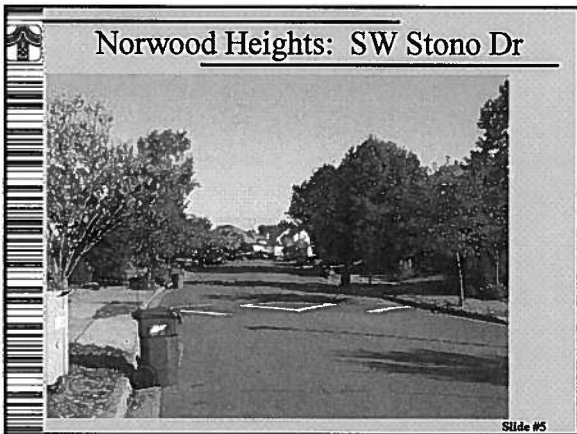
- ❖ Norwood Heights
- ❖ Venetia
- ❖ Fox Hills

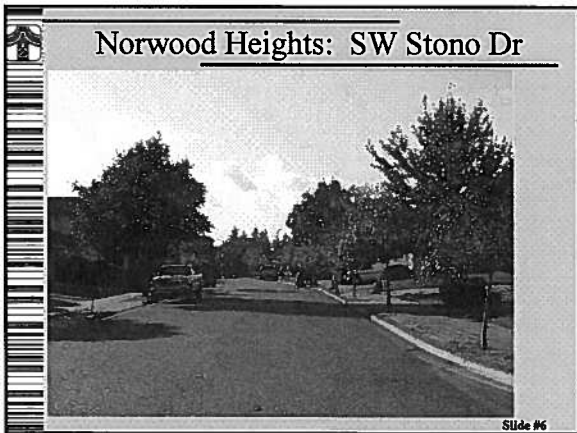


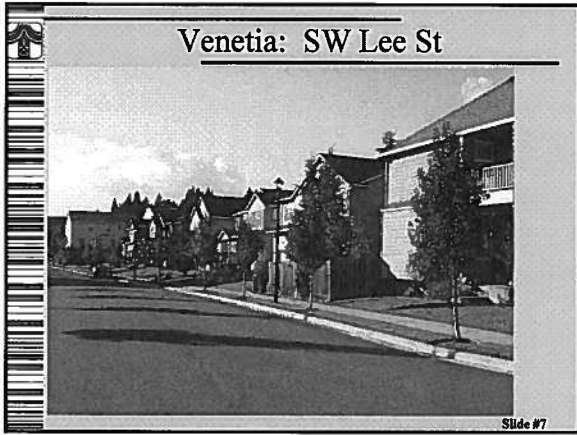
Norwood Heights: SW Stono Dr

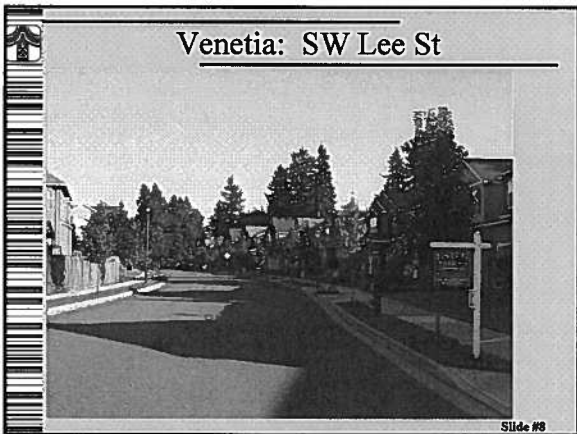


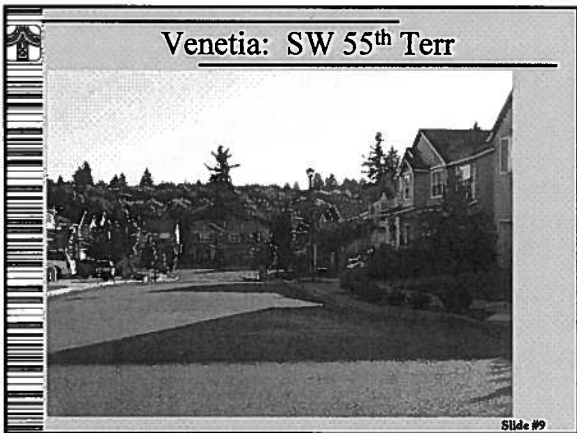


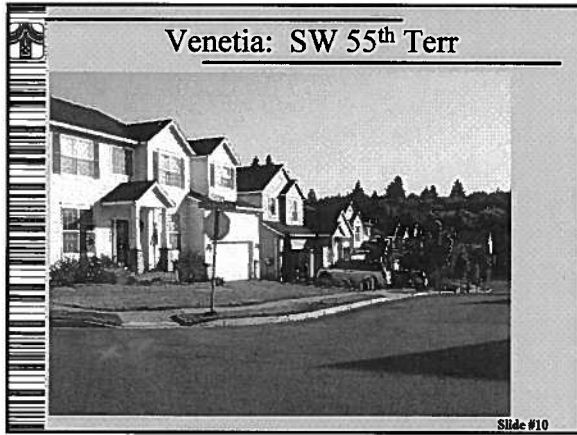


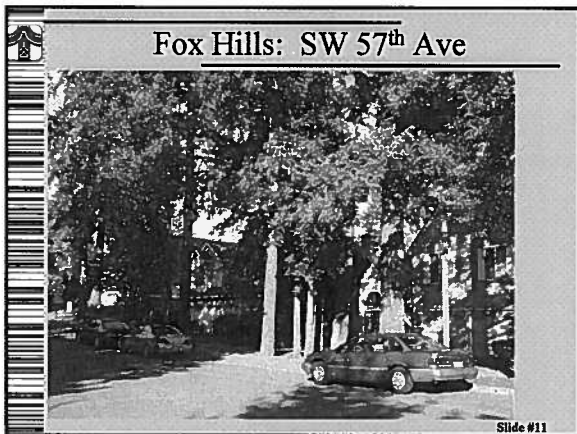


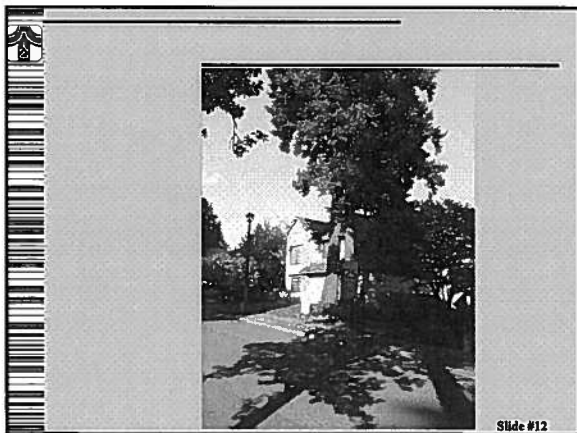


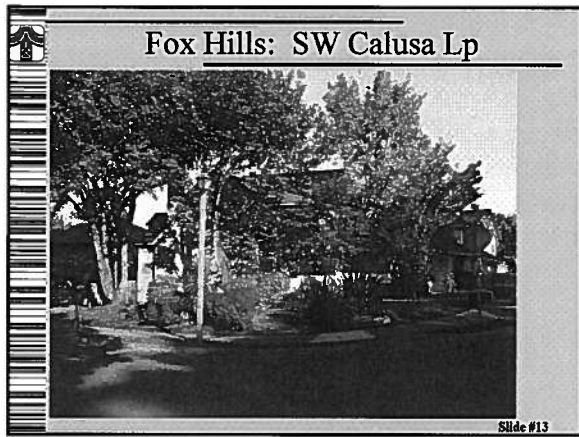


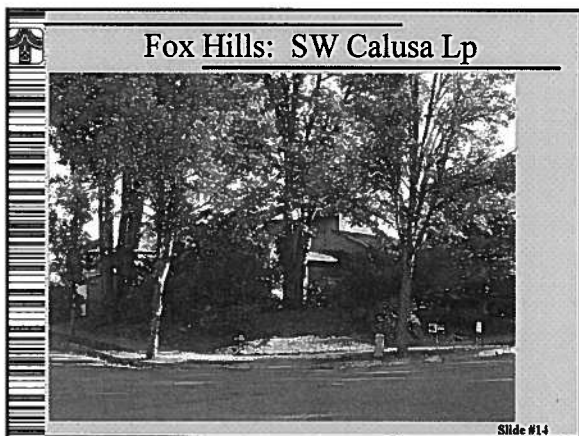


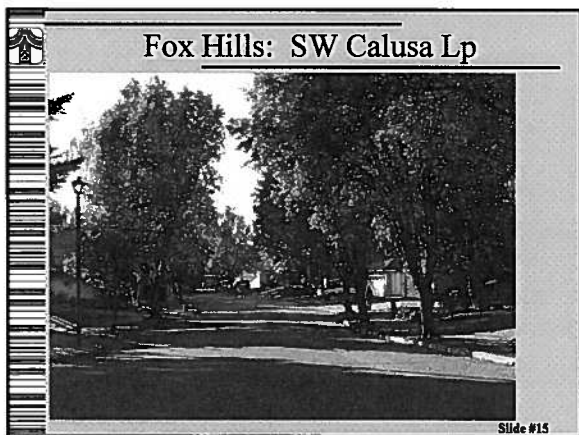


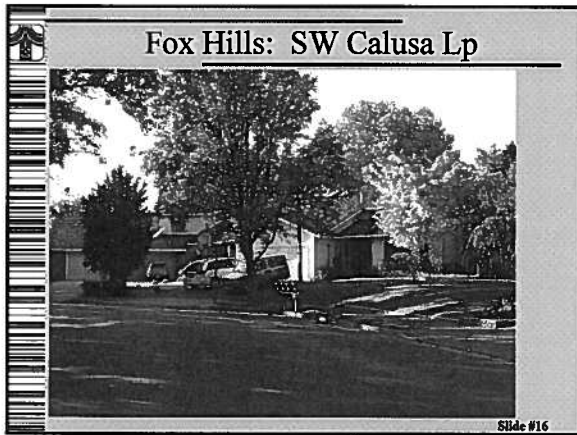


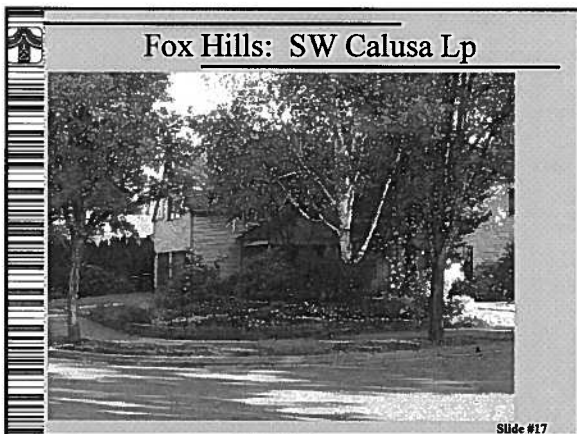


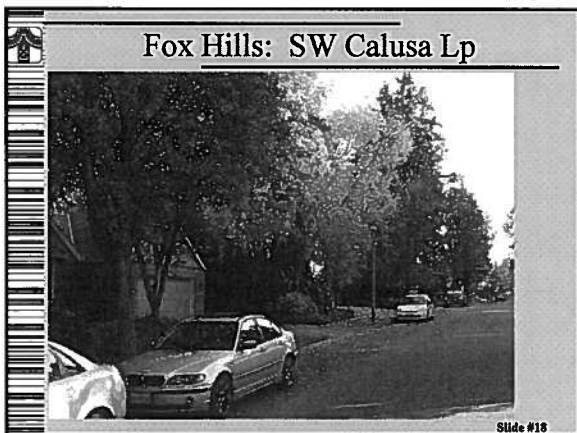


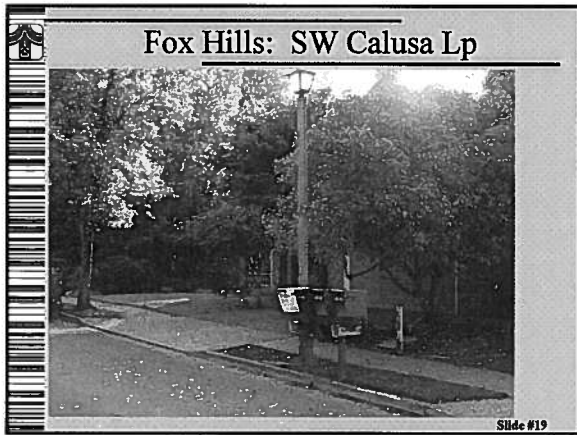


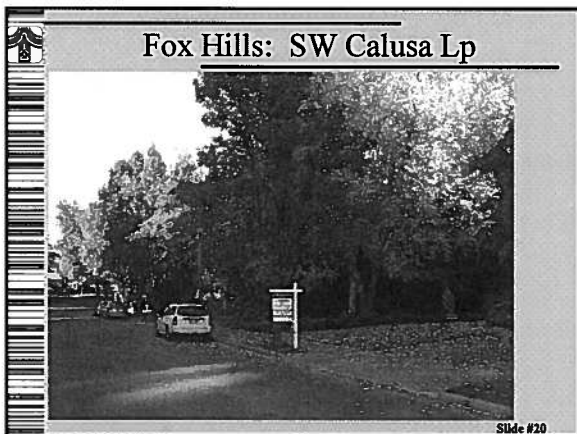


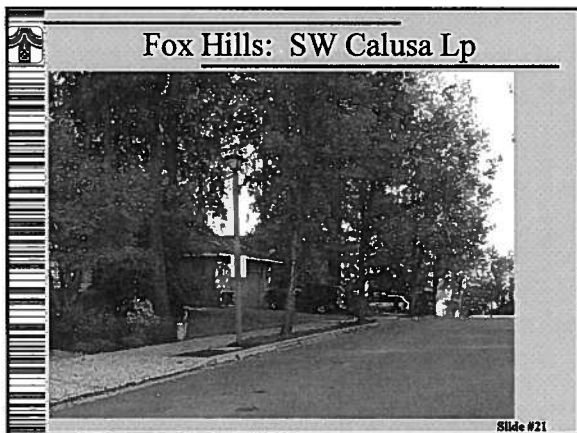


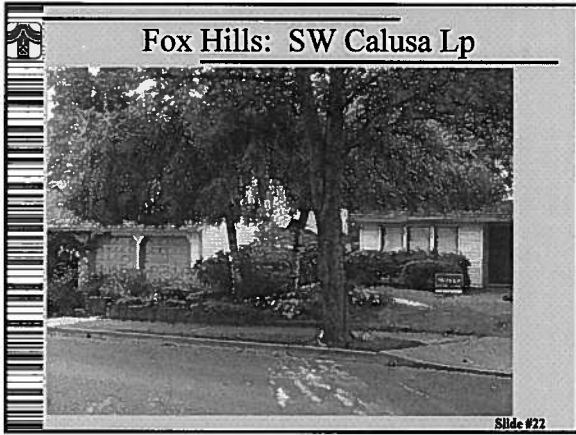


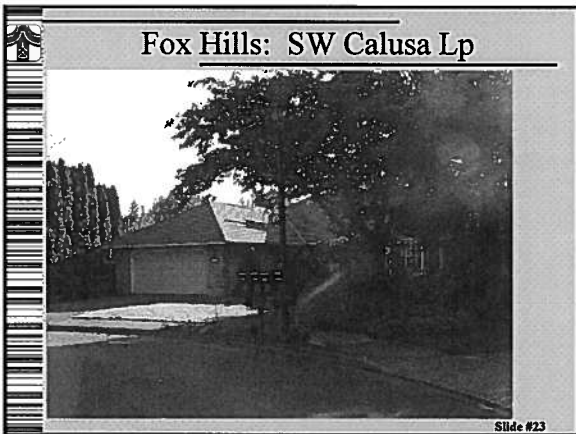


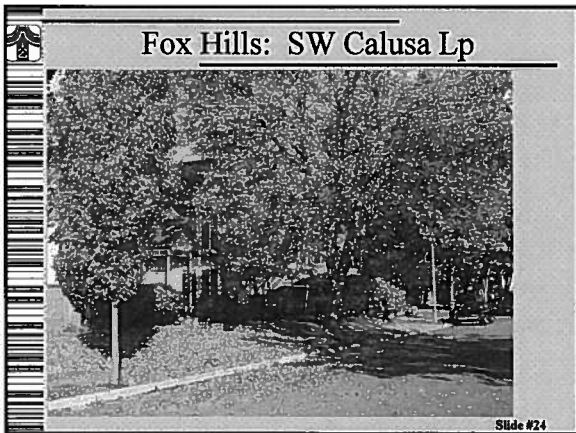


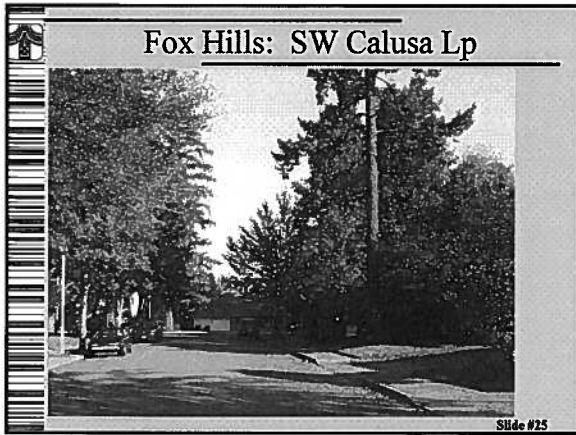














MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Carina Christensen, Assistant to the City Manager

DATE: October 27, 2008

SUBJECT: OUTSIDE AGENCIES ALLOCATION OF FUNDS

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to review the funding requests from Outside Agencies for the current fiscal year and provide direction on award amounts.

RECOMMENDATION:

No recommendation by staff.

EXECUTIVE SUMMARY:

In January 2008 Council reviewed Tualatin's Outside Agency Funding process. Council directed staff in the preparation of a new application form to be used for fiscal year 2008-2009. A letter of invitation, along with the new application, was then sent to all organizations whom the Council disbursed funds to for fiscal year 2007-2008. Information was also sent to any organization that contacted the City after the 2007-2008 award process. Applications received by the City of Tualatin for the current fiscal year are copied and enclosed for Council's review.

OUTCOMES OF DECISION:

If Council provides direction on allocation of funds, then staff will disburse checks accordingly. If Council does not provide direction, the funds will remain in the budget.

FINANCIAL IMPLICATIONS:

\$15,000 is currently budgeted for allocations to outside agencies.

Attachments:

- A. FY 2008-2009 requests spreadsheet
- B. Outside Agencies disbursement history
- C. Applications received

Outside Agencies 2008-2009 Funding Requests

Organization	Amount Requested	% of Tualatin Residents Served	Target Population	Specific Use
Community Action Org.	\$3,000	4-8%	Low-income residents of Tualatin & Washington County	Emergency rental assistance
Domestic Violence Resource Center	\$3,000	2-4%	Adults & children in imminent physical danger of family violence	Supplement to general fund budget
Good Neighbor Center	\$3,000	Varies as many are homeless with no address	Homeless families	Utilities at the shelter
Sexual Assault Resource Center	\$3,000	3%	Adolescent & adult survivors of recent or past sexual assaults	Emergency service expenses for clients in need of prescriptions, food, rental assistance, etc.
Special Olympics Oregon	\$3,500	2%	Individuals with intellectual disabilities	To support athlete recruitment and retention plans
Tigard-Tualatin Family Resource Center	\$5,500	50%	Tigard-Tualatin School District families as well as parents with children 0-5 that will eventually enter into the school district	To fund additional staff hours during the summer and to provide outreach to schools
Tualatin Chamber of Commerce	\$5,000	100%	Business community, tourists & community organizations	To support the purchase of new member software called Chamberware & to begin the design of a new website
Tualatin Fastpitch Softball	\$1,500	100%	Girls ages 5-18	For equipment, uniforms, sponsorships (needy families) and efforts to encourage Hispanic girls to participate
Tualatin School House Pantry	\$5,000	100%	Low-income families; 46% are children	Toward the general budget to buy fresh milk weekly
Washington County Historical Society	\$2,500	8% of the Museum's annual education budget is dedicated to Tualatin.	Families, seniors, young people & businesses in Washington County	To help fund 16 Mobile Museum interactive presentations for schools & community centers

Allocation of Funds to Outside Agencies - 07/08

	Total Amount Awarded for 2007/08	Amount already Awarded	Award Amount to be paid
Oregon Dog Rescue	\$500		\$500
Special Olympics Oregon	\$2,500		\$2,500
Tualatin City Little League*	\$1,000		\$1,000
Tualatin Fastpitch Softball*	\$1,000		\$1,000
Timberwolves Youth Football*	\$1,000		\$1,000
Community Action Org.	\$2,000	\$2,000	
Domestic Violence Resource Center	\$4,000	\$2,000	\$2,000 (addl)
Good Neighbor Center	\$4,000	\$2,000	\$2,000 (addl)
Sexual Assault Resource Center	\$3,000	\$1,000	\$2,000 (addl)
Family Resource Center	\$5,500	\$5,500	
Schoolhouse Food Pantry	\$5,000	\$5,000	
Boy Scout - Troop 35	\$500		\$500
Total = \$30,000		\$17,500	\$13,500

*Funds allocated to sports organizations needs to go towards scholarships, equipment, etc. for those who can't afford

REC'D
CITY OF TUALATIN

SEP 19 2008

MAYOR _____ COUNCIL _____ POLICE _____ ADM _____
FINANCE _____ COMM DEV _____ LEGAL _____ OPER _____
COMMSVCS _____ ENG & BLDG _____ LIBRARY _____



1001 SW Baseline Street
Hillsboro, OR 97123
503.648.6646
503.648.4175 Fax
www.communityaction4u.org

September 18, 2008

Maureen Smith
City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, OR 97062

OUR PROGRAMS:

- A Kid's Domain
- Child Care Resource & Referral of Washington County
- Energy & Emergency Services
- Head Start/Early Head Start
- Housing and Homeless Services
- Information and Referral
- Opening Doors
- Weatherization

OUR PROMISE:

Community Action changes people's lives, embodies the spirit of hope, improves communities & makes America a better place to live. We care about the entire community and are dedicated to helping individuals help themselves & each other.

Dear Ms. Smith,

The enclosed proposal is enthusiastically submitted by Community Action to the City of Tualatin to provide Emergency Rental Assistance to residents of Tualatin.

During the 2007-2008 Program year, Community Action responded to 1,384 requests for services from Tualatin residents and prevented 33 Tualatin households from being evicted from their homes. Prevention is the most cost effective and humane response to the growing issue of homelessness in our community. Community Action seeks to continue to provide emergency rental assistance to prevent our neighbors from becoming homeless. To that end, we respectfully request \$3,000 in 2008-2009 to provide emergency rental assistance to Tualatin residents. A completed application is enclosed.

The financial support we receive from the City of Tualatin has been vital to Community Action's ability to continue providing services and leveraging other funds to bring more resources to Washington County. We greatly appreciate the support that the City of Tualatin has provided in the past. Please call me at (503) 693-3251 if you need any additional information. I look forward to hearing from you.

Sincerely,

Jerralynn Ness
Executive Director
(503)693-3251

Enclosure





City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Community Action

Address: 1001 SW Baseline

City, State, Zip: Hillsboro, OR 97123

Contact Name: Renee Bruce

Telephone Number: (503)693-3260

E-Mail Address: rbruce@caowash.org

1. **Request (express in whole dollar amounts only)**

Cash	\$3,000
In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet)	\$0
Total Request	\$3,000

2. **What is this specific request for? If it's a supplement to the general fund budget, please state:**

Community Action respectfully requests \$3,000 to be used as emergency rental assistance payments for residents of Tualatin. 90% of the funds requested will go directly back into the community in the form of emergency rental assistance payments to Tualatin residents. In Program Year 2007-2008, Community Action provided \$12,090 in emergency rental assistance to 33 Tualatin Households, preventing 115 people from being evicted. Families facing a one-time financial crisis will receive an average payment of \$350 to prevent eviction and receive information and referral for other services for which they are eligible that will further stabilize their family. One time emergency assistance is a cost effective approach to preventing evictions and the resulting court fees and credit damage that can force a family into an episode of homelessness. Prevention is the most efficient and humane response to the growing problem of homelessness in our community.

3. Describe the Agency's mission:

Community Action's mission is to work in partnership with the community to assist low-income people to achieve self-determination. To this end, Community Action provides a comprehensive array of services for families in Tualatin and throughout Washington County.

4. What group of citizens in Tualatin does your organization target?

Community Action offers a variety of services for low-income residents of Tualatin and Washington County. The Emergency Rental Assistance program serves low-income families who have received a 72-hour eviction notice and are in eminent danger of losing their housing. Currently 44% of Washington County renters are paying more than 30% of their income towards their housing costs, 22% pay more than 50% (US Census, American Community Survey, 2006). Paying a disproportionate amount of income for housing costs makes families more vulnerable. One unexpected expense or illness can set into motion a series of events that endangers the self-sufficiency that many families work hard to maintain. The Emergency Rental Assistance program is a cost effective approach to preventing homelessness, stabilizing communities and helping families maintain their self-sufficiency.

4a. What types of services will be provided in the funding request year?

Community Action will continue to provide a comprehensive range of programs aimed at assisting low-income Tualatin residents to increase or maintain self sufficiency. These programs include:

Child Care Resource & Referral of Washington County - Connecting families with child care providers and enhancing the quality of child care

Early Head Start/Head Start - Comprehensive early childhood programs preparing children for educational success

Energy and Emergency Services - Helping families stay warm and housed

Homeless and Housing Services - Promoting housing stability and sheltering families in times of crisis

Information and Referral - Connecting people to resources

Opening Doors - Maternity outreach & parenting support helping women to have healthy babies and strengthening parenting skills

Weatherization - Home improvement and energy education keeping families safe and warm, and reducing energy costs

4b. How many Tualatin residents will be served?

Based on program history, Community Action will provide direct services to approximately 600 Tualatin Households representing 1,300 individuals. Approximately 30 households, or 100 individuals, will receive emergency rental assistance.

4c. What percentage of your operation is dedicated to service in Tualatin?

During Program year 07-08, Community Action provided services to 14,907 households in Washington County; 4% of those households were Tualatin residents. Of the 407 households that received emergency rental assistance during Program Year 07-08, 8% were Tualatin Residents.

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

Government	Received Last Year	Requested This Year
Washing County	\$25,000	\$30,000*
City of Beaverton	\$0	\$6,787*
City of Tigard	\$0	\$5,000*
City of Forest Grove	\$3,000	\$2,000*
City of Banks	\$500	\$500

* Approved or received for 08-09

- 6. Please submit the following information with this request:**
- a. Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.**
 - b. Names, addresses, occupations, and telephone numbers for your Board of Directors.**
 - c. A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.**

Community Action

Emergency Rental Assistance 08-09 Adopted Budget

	Total Cost	City of Tualatin	State of Oregon	Federal EFSP	County CDBG	City of Beaverton	City of Banks	City of Tigard	City of Forest Grove	Private donations
Staffing, 1FTE	\$41,839		\$41,839							
Supplies/Office	\$1,750		\$1,750							
Telephone	\$2,000		\$2,000							
Utilities	\$1,600		\$1,600							
Recognition	\$500									\$500
Client Expenses	\$167,321	\$2,700		\$99,763	\$30,000	\$6,108	\$450	\$4,500	\$1,800	\$22,000
Administration	\$10,943	\$300	\$4,719	\$1,995		\$679	\$50	\$500	\$200	\$2,500
Total Cost	\$225,953	\$3,000	\$51,908	\$101,758	\$30,000	\$6,787	\$500	\$5,000	\$2,000	\$25,000

Emergency Rental Assistance 07-08 Actual Expenditures

	Total Cost	State of Oregon	EFSP	Washington County	City of Banks	City of Tualatin	City of Forest Grove	Private donations
Staffing, 1FTE	\$41,839	\$41,839						
Supplies/Office	\$1,750	\$1,750						
Telephone	\$2,000	\$2,000						
Utilities	\$1,600	\$1,600						
Recognition	\$232							\$232
Insurance	\$217							\$217
Client Expenses - Rent	\$166,286		\$101,540	\$39,992	\$450	\$1,800	\$1,800	\$20,704
Administration	\$11,216	\$4,719	\$2,031	\$1,666	\$50	\$200	\$200	\$2,350
Total Cost	\$183,301	\$51,908	\$103,571	\$41,658	\$500	\$2,000	\$2,000	\$23,503

COMMUNITY ACTION -- 2008 -2009 Roster

Please, double check the contact information we have listed for you.
Let us know if it is either incomplete or incorrect.

NAME	AFFILIATION	**	ADDRESS	PHONE - WORK	FAX	PHONE - HOME	E-MAIL	DATE BEGAN	TERM ENDS
1 D. Craig Kinnie	Retired, Intel Architecture Labs	PR	12915 NW Skyline Blvd Portland, OR 97231	(503) 819-7640 - cell	---	(503) 645-9931	crag.k@intel.com	6/96	11
2 Dick Stenson	Tuality Healthcare	PR	335 SE 8th Avenue Hillsboro, OR 97123	(503) 681-1893 (503) 681-1562 cell	(503) 681-1608	(503) 359-5179 (503) 936-1338 cell	dick.stenson@tuality.org manny.hopkins@tuality.org	6/94	09
3 Leroy Bendley	Retired, GTE	PR	20580 NW Quad Hollow Dr Portland, OR 97229-7128	---	(503) 629-2026	(503) 629-0171	bendley1@verizon.net	6/99	11
4 Ron Sarazin	Olympic Performance, Inc	PR	PO Box 3137 Wilsonville, OR 97070-3137	(503) 682-0900 971 235 1442 cell	(503) 682-0888	(503) 682-0831	Ron@223wingsflow.com	1/02	10
5 Scott Gardner	Manager, Corporate Accounting, Portland General Electric	PR	2138 SE 61st Place Hillsboro, OR 97123	(503) 680 4549 cell	(503)	(503) 642-2426	sgardner@pge.com	08	10
6 Wendy Watson	Kaiser Permanente	PR	500 NE Multnomah St, Ste 100 Portland, OR 97232	(503) 813-4462 (503) 320-5998 cell*	(503) 640-6065	(503) 640-6065	wendy.watson@kp.org	6/06	09
7 Cathy Stanton	Beaverton City Council for Mayor of Beaverton*	PU	8595 SW Rebecca Ln Beaverton, OR 97008	(503) 526-2343 (503) 516-5764 cell*	(503) 526-2479	(503) 516-5764 cell	stanton2@earthlink.net	10/02	11
8 Dick Schouten	County Commissioner	PU	155 N First Ave, Ste 300 Hillsboro, OR 97124	(503) 846-8681	(503) 626-5320	(503) 612-6925	Dick_Schouten@mc.washington.or.us	6/01	10
9 Monique Beikman	Tualatin City Council for Mayor of Tualatin*	PU	22760 SW 87th Place Tualatin, OR 97062	(503) 310-7901 cell	(503) 612-6925	(503) 612-6925	moniquebeikman@verizon.net	1/08	10
10 Ralph Brown	Retired Educator for Congressman David Bonior*	PU	586 S 12th Corvallis, OR 97331	(503) 330-0845 - cell	(503) 357-2075	(503) 357-2075	brbrown@verizon.net	6/97	09
11 Tom Hughes, Mayor	Mayor of Hillsboro	PU	150 E Main Street Hillsboro, OR 97123	(503) 681-6473	(503) 681-6232	(503) 648-9098	tomh@ci.hillsboro.or.us	6/01	09
12 vacant									11
13 Christy Barker	Community Representative	LI	12017 SW Tualatin Rd #737 Tualatin, OR 97062-6307	(503) 551-4187	(503) 692-3813	(503) 692-3813	barkerch@msn.com	6/08	10
14 Dana Galaxy	Community Representative	LI	5053 SW 174th Place Beaverton, OR 97007	(816) 382-4671	(503) 848-0470	(503) 848-0470	dangalaxy@usa.com	10/04	10
15 Kevin Aguire	Oregon DHS	LI	10771 SW Cascade Avenue Tigard, OR 97223	(503) 598-3101 (503) 598-7948	(503) 819-2643 cell	(503) 640-8362	kevin.aguire@state.or.us	12/02	11
16 Leslea Smith	Legal Aid Services of Oregon	LI	230 NE Second Ave, Suite A Hillsboro, OR 97124-3089	(503) 648-7163 (503) 640-8228 x105	(503) 648-0513	(503) 984-6124 cell	leslea.smith@laos.org	2/01	10
17 Lynn Baker	Virginia Garcia Memorial Health Center, for Centro Cultural	LI	17930 SW Jay St Albany, OR 97006	(503) 359-8516	(503) 642-2284	(503) 708-9066 cell	lbaker@vgnhc.org	6/99	11
18 Maria Lopez	Community Representative	LI	3300 NW 185th Ave #148 Portland, OR 97229	(503) 358-8721 (cell)	(503) 844-7778	(503) 358-8721 cell	mlopez@nwaid.k12.or.us	6/06	09
19 vacant	Head Start Policy Council	LI						6/99	09
* Officials designating numbers									
2 David Wu, Congressman	US Congress	PU	620 SW Main Street, Suite 606 Portland, OR 97205	(503) 326-2901	(503) 326-5066	---	dwu@woumail.bonanza.net	4/00	09
3 Lou Ogden, Mayor	City of Tualatin Resource Strategies Planning Group	PU	21040 SW 90th Ave. Tualatin, OR 97062	(503) 692-0163	(503) 914-1699	(503) 692-3349	lou_ogden@juno.com	6/93	10
Rob Drake, Mayor	City of Beaverton	PU	PO Box 4755 Beaverton, OR 97076	(503) 526-2481	(503) 526-2571	---	rdrake@ci.beaverton.or.us	6/93	11



R. L. Webber (206) 442-4768

District Director

Internal Revenue Service

Date:

APR 3 8 1974

In reply refer to:

L-178, Code XXXX 428

SEA:EO:74-802

Name and address changed by CAO.

Gentlemen:

Washington County Community Action
Organization

546 E. Baseline
Hillsboro, OR 97123

Community Action Organization
1001 SW Baseline Street
Hillsboro OR 97123

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 170(b)(1)(A)(vi).

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes under sections 2055, 2106, and 2522 of the Code.

If your purposes, character, or method of operation is changed, you must let us know so we can consider the effect of the change on your exempt status. Also, you must inform us of all changes in your name or address.

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Please keep this determination letter in your permanent records.

Sincerely yours,

Michael Sassi
District Director

This determination supersedes and modifies our letter dated December 8, 1966, Form L-178 (Rev. 7-71)



City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7099
Main 503.692.2000

REC'D
CITY OF TUALATIN
OCT 02 2008

MAYOR _____ COUNCIL _____ POLICE _____ ADM _____
FINANCE _____ COMM DEV _____ LEGAL _____ OPER _____
COMM SVCS _____ ENG & BLDG _____ LIBRARY _____

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Domestic Violence Resource Center

Address: 5193 NE Elam Young Pkwy, Suite C

City, State, Zip: Hillsboro, OR 97124

Contact Name: Rhonda Smith

Telephone Number: 503-640-5352 Ext 309

E-Mail Address: rhondas@dvrc-or.org

1. **Request** (express in whole dollar amounts only)

Cash \$3000.00

In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet) \$

Total Request \$3000.00

2. **What is this specific request for? If it's a supplement to the general fund budget, please state:**
Supplement general fund budge.

3. **Describe the Agency's mission:**

We empower individuals and families to have safe and healthy relationships.

4. What group of citizens in Tualatin does your organization target?

Adults and children escaping imminent physical danger in family violence situations.

- 4a. What types of services will be provided in the funding request year?

24-hour crisis line, advocacy, referrals, safety planning, children's groups and activities, parenting groups, individual and group support, emergency accommodations and stalking advocacy.

- 4b. How many Tualatin residents will be served?

While none of our services are provided in Tualatin City Limits, all of our services are free to Tualatin residence.

- 4c. What percentage of your operation is dedicated to service in Tualatin?

Tualatin residents represent 2-4% of all individuals served.

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

Government	Received Last Year	Requested This Year
City of Tigard	\$3000.00	\$3000.00
City of Hillsboro	\$12,000.00	\$12,000.00
City of Beaverton CDBG	\$15,000.00	\$14,000.00

6. Please submit the following information with this request:

- Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
- Names, addresses, occupations, and telephone numbers for your Board of Directors.
- A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.



DOMESTIC VIOLENCE

RESOURCE CENTER

Board of Directors

The Board meets every 2nd Tuesday of the month, except in July or August for the total of 11 regular meetings per year. The Board conducts an annual daylong planning retreat in the spring. The Board Executive Committee (Chair, Vice-Chair, Secretary/Treasurer) meets min. once a month between regular Board meetings.

Kim Krohn (6/2006), Chair
Housing Stabilization Manager
Good Neighbor Center
11130 SW Greenburg Road
Tigard, OR 97223
503.443.6084, fax: 503.443.3745
kkrohn@goodneighborcenter.org

Doris Winegar (4/2007), Vice-Chair
Attorney
Perry & Winegar
7420 SW Bridgeport Road, Suite 204
Portland, OR 97224
503.670.0443, fax: 503.443.3793
doriswinegar@perrywinegar.com

Earle Wicklund (8/2004), Secretary /
Treasurer
President
Wicklund and Associates, LLC
8720 SW Parkview Loop
Beaverton, OR 97008
503.641.3062, fax: 503.641.0980
Wicklund_Associates@comcast.net

Sabin Larson (8/2004), Chair
Integration Team
The Standard - Standard Retirement
Services
1100 SW Sixth Avenue
Portland, OR 97204
971.321.7640, fax: 971.321.7998
slarson@standard.com

Amy Mauss, CPA (6/2008)
President
The Mauss Company, PC
14665 SW Klipsan Ct.
Tigard, OR 97223
503.939.4709, fax: 503.590.9359
amy@maussco.com

Gina Skinner
Washington County District
Attorney's Office
150 N First Avenue, Suite 300
Hillsboro, OR 97124-3072
503.846.8671, fax: 503.846.3407

Whitney Zeigler
Victims Assistance Director
Washington County District
Attorney's Office
150 N First Avenue, Suite 300
Hillsboro, OR 97124-3072
503.846.8671, fax: 503.846.3407

Acct.	Line Item	07-08 Budget	Administration	Fundraising	Total Support	Shelter	FVIP	CIP	RO	Total Programs
	Individual Donations	\$ 70,000.00	\$ 35,000.00	\$ 35,000.00	\$ 70,000.00					\$ -
	Organizations	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00					\$ -
	Businesses	\$ 40,000.00	\$ 40,000.00		\$ 40,000.00					\$ -
	Fundraising events	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00					\$ -
	Foundation grants	\$ 50,000.00	\$ 20,000.00	\$ 14,000.00	\$ 34,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 16,000.00
	EHA Shelter & Hispanic Outreach	\$ 21,431.00				\$ 21,431.00				\$ 21,431.00
	SHAP	\$ 44,849.00				\$ 44,849.00				\$ 44,849.00
	ESG - CAO	\$ 13,303.00				\$ 13,303.00				\$ 13,303.00
	FEMA	\$ 21,000.00				\$ 21,000.00				\$ 21,000.00
	Commission on Children and Families	\$ 83,200.00						\$ 83,200.00		\$ 83,200.00
	VOCA Domestic Violence	\$ 42,224.00								\$ 42,224.00
	VAWA Hispanic Grant	\$ 18,472.76				\$ 18,472.76				\$ 18,472.76
	ODSVS	\$ 27,684.00	\$ 684.00		\$ 684.00					\$ 27,000.00
	DHS - Marriage License Surcharge	\$ 15,864.00	\$ 10,837.55	\$ 980.00	\$ 11,617.55	\$ 2,500.00				\$ 19,869.00
	DHS - Criminal Fine Assessment Account	\$ 25,560.00	\$ 6,739.94	\$ 12,300.68	\$ 19,040.62		\$ 6,519.38	\$ 570.00	\$ 1,000.00	\$ 4,245.00
	DHS - Family Violence Prevention and Serv	\$ 36,615.00	\$ 2,013.81	\$ 1,645.78	\$ 3,669.60	\$ 3,779.15	\$ 2,880.40	\$ 4,280.46	\$ 22,015.35	\$ 32,555.36
	Washington County CDBG1	\$ 47,947.00				\$ 47,947.00				\$ 47,947.00
	Washington County CDBG2	\$ 19,869.00					\$ 13,629.00			\$ 19,869.00
	Washington County Public Safety Levy	\$ 211,424.00				\$ 38,513.01	\$ 569,486.28	\$ 28,671.56	\$ 83,743.15	\$ 211,424.00
	Washington County shelter repairs/mainten	\$ 15,000.00				\$ 15,000.00				\$ 15,000.00
	City of Beaverton CDBG	\$ 15,000.00								\$ 15,000.00
	City of Tigard	\$ 3,000.00				\$ 3,000.00				\$ 3,000.00
	City of Tualatin	\$ 2,000.00	\$ 2,000.00		\$ 2,000.00					\$ -
	City of Hillsboro	\$ 12,000.00	\$ 12,000.00		\$ 12,000.00					\$ -
	Interest and dividends	\$ 1,000.00	\$ 1,000.00		\$ 1,000.00					\$ -
	Earned Income (fees for service, merchandise sales, sale of inventory/in-kind donations)	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00					\$ -
	Total revenue and support	\$ 920,442.76	\$ 175,075.30	\$ 103,926.47	\$ 279,001.77	\$ 278,786.16	\$ 130,172.82	\$ 120,722.02	\$ 110,758.50	\$ 641,438.50

Private support and earned income	\$ 246,000.00	26.73%
Public sources	\$ 674,442.76	73.27%
TOTAL	\$ 920,442.76	100.00%

Costs and expenses:

Salaries	\$ 607,548.88	\$ 106,760.00	\$ 73,000.00	\$ 178,760.00	\$ 188,412.84	\$ 82,113.44	\$ 77,320.00	\$ 87,110.00	\$ 434,956.28
Payroll taxes	\$ 65,974.00	\$ 10,802.86	\$ 7,456.59	\$ 18,259.45	\$ 20,321.80	\$ 8,071.50	\$ 10,435.14	\$ 8,886.62	\$ 47,715.06
Retirement Match									\$ -
Employee benefits	\$ 68,109.48	\$ 4,008.44	\$ 8,012.88	\$ 12,019.32	\$ 32,051.62	\$ 8,012.88	\$ 8,012.88	\$ 8,012.88	\$ 56,090.16
Sub-total: Personnel Costs	\$ 741,632.16	\$ 120,569.30	\$ 88,469.47	\$ 209,038.77	\$ 240,786.16	\$ 98,197.82	\$ 95,768.02	\$ 104,009.50	\$ 538,761.50
Contract services	\$ 8,600.00	\$ 2,500.00	\$ 1,000.00	\$ 3,500.00	\$ 2,500.00	\$ 500.00	\$ 1,070.00	\$ 1,000.00	\$ 5,070.00
Audit	\$ 10,000.00	\$ 3,500.00	\$ 100.00	\$ 3,600.00				\$ 1,000.00	\$ 1,000.00
Bank Fees	\$ 732.00	\$ 482.00		\$ 482.00				\$ 250.00	\$ 250.00
Legal & accounting fees	\$ 13,000.00	\$ 13,000.00		\$ 13,000.00				\$ 225.00	\$ 225.00
Payroll service	\$ 3,600.00	\$ 3,600.00		\$ 3,600.00					\$ -
Supplies	\$ 9,650.00	\$ 900.00	\$ 1,400.00	\$ 2,300.00	\$ 500.00	\$ 5,300.00	\$ 800.00	\$ 750.00	\$ 7,350.00
Computers & Internet	\$ 1,300.00				\$ 600.00		\$ 200.00	\$ 500.00	\$ 1,300.00
Client assistance	\$ 2,000.00				\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 2,000.00
Gifts & awards	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00					
Telecommunications	\$ 8,290.00	\$ 1,180.00	\$ 360.00	\$ 1,540.00	\$ 5,400.00	\$ 950.00	\$ 200.00	\$ 200.00	\$ 6,750.00
Postage & delivery	\$ 1,655.00	\$ 330.00	\$ 650.00	\$ 980.00		\$ 525.00	\$ 50.00	\$ 100.00	\$ 675.00

	\$	8,500.00					\$	8,500.00					\$	8,500.00
Utilities	\$	760.00					\$	760.00					\$	760.00
Security	\$	10,928.00					\$	10,928.00					\$	
Insurance	\$	10,928.00	\$	10,928.00			\$						\$	
Repairs & Maintenance	\$	250.00	\$	75.00	\$	325.00	\$	200.00	\$	200.00	\$	200.00	\$	750.00
Conference & training	\$	600.00	\$	300.00	\$	900.00	\$	3,000.00	\$	600.00	\$	300.00	\$	3,000.00
Organization dues	\$	1,000.00	\$	75.00	\$	75.00	\$						\$	
Publications	\$	300.00	\$	300.00	\$	300.00	\$						\$	
Equipment Rental	\$	1,826.00	\$	261.00	\$	558.00	\$	100.00	\$	234.00	\$	324.00	\$	1,268.00
Small Equipment & Furniture	\$	500.00					\$	500.00					\$	500.00
Printing & copying	\$	11,400.00	\$	1,300.00	\$	4,900.00	\$	5,600.00	\$	400.00	\$	500.00	\$	6,500.00
Mileage	\$	3,100.00	\$	500.00	\$	1,000.00	\$	1,000.00	\$	750.00	\$	350.00	\$	2,100.00
Rent	\$	57,365.00	\$	11,875.00	\$	18,975.00	\$	13,800.00	\$	18,950.00			\$	38,390.00
Rebuilding Reserve														
Sub-total expenses	\$	178,771.00	\$	54,506.00	\$	89,983.00	\$	39,000.00	\$	31,975.00	\$	24,954.00	\$	102,678.00
Grand Total expenses	\$	820,403.16	\$	176,075.30	\$	278,001.77	\$	279,786.16	\$	130,172.82	\$	120,722.02	\$	641,439.50
Net revenue and expense	\$	39.60	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: December 27, 2001

Person to Contact:
Ms. Smith #31-07262
Customer Service Representative
Toll Free Telephone Number:
8:00 a.m. to 8:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
93-0665804

Domestic Violence Resource Center, Inc
P.O. Box 494
Hillsboro, OR 97123-0494

Dear Sir or Madam:

This is in response to the Amendment to your organization's Articles of Incorporation, filed with the state on March 01, 2001. We have updated our records to reflect the name change as indicated above.

Our records indicate that a determination letter issued in October 1977 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

-2-

Domestic Violence Resource Center, Inc
93-0665804

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

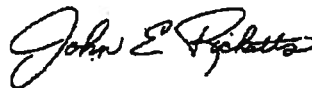
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

Program Year 08-09 Board Approved Budget
Budget - July 1, 2008

	Agency O/H	Administration	Dev/Outreach/ Education/ Communication	Shelter	FVIP	CIP	RO	Agency Total
Individual Donations	\$39,535.11							
Organizations	\$40,000.00							
Businesses	\$20,000.00							
Fundraising Events	\$20,000.00							
Foundation Grants	\$78,900.00	Increased by the adjusted CIP grant						
fundraising activities	\$198,435.11							
EHA Shelter	\$21,431.00			\$21,431.00				
SHAP	\$59,416.00			\$59,416.00				
ESG -CAO	\$13,303.00			\$13,303.00				
FEMA	\$21,000.00			\$21,000.00				
Commission on Family & Children	\$58,300.00					\$58,300.00		
VOCA Domestic Violence	\$42,224.00			\$42,224.00				
VAWA	\$16,000.00				\$16,000.00			
ODSVS	\$27,684.00	\$684.00			\$27,000.00			
DHS - Marriage License Surcharge	\$15,800.00	\$10,600.00	\$980.00	\$2,500.00	\$170.00	\$550.00	\$1,000.00	
DHS - Criminal Fine Assessment	\$25,500.00	\$6,700.00	\$12,300.00		\$6,500.00			
DHS - Family Violence Prev & Serv	\$36,615.00	\$2,013.81	\$1,645.79	\$3,779.15	\$2,880.40	\$4,280.46	\$22,015.39	
Washington County - CDBG	\$7,698.00			\$7,698.00				
Washington County - Safety Levy	\$219,997.00				\$88,892.28	\$49,264.30	\$73,540.42	
Washington County - Shelter Repair	\$15,000.00			\$15,000.00				
City of Beaverton - CDBG	\$14,000.00							
City of Tigard	\$3,000.00							
City of Tualatin	\$2,000.00							
City of Hillsboro	\$12,000.00							
Interest & Divends								
Earned Income								
grants & foundations	\$610,968.00							
Total Revenue & Support	\$809,403.11	\$19,997.81	\$14,925.79	\$186,351.15	\$141,442.68	\$112,394.76	\$96,555.81	

	Agency O/H	Administration	Dev/Outreach/ Education/ Communication	Shelter	FVIP	CIP	RO	Agency Total
Expenses								
Personnel Costs - Salary & Benefits		\$74,207.72	\$72,679.74	\$136,110.42	\$128,858.68	\$99,810.76	\$85,196.79	\$596,864.11
Employer Match/Retirement Benefits		\$8,067.33						\$7,000.00
Contract Services		\$8,470.00	\$470.00	\$470.00	\$470.00	\$470.00	\$470.00	\$10,820.00
Audit		\$2,167.00	\$2,167.00	\$2,167.00	\$2,167.00	\$2,167.00	\$2,167.00	\$13,002.00
Advertising		\$350.00						\$350.00
Bank Fees		\$200.00						\$200.00
Legal & Accounting Fees		\$9,280.00	\$144.00	\$144.00	\$144.00	\$144.00	\$144.00	\$10,000.00
Payroll Service		\$417.00	\$417.00	\$417.00	\$417.00	\$417.00	\$417.00	\$2,502.00
Supplies		\$3,000.00	\$1,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$1,500.00	\$15,000.00
Computers & Internet		\$600.00					\$1,400.00	\$2,000.00
Client Assistance				\$850.00	\$250.00	\$250.00	\$150.00	\$1,500.00
Gifts & Awards		\$500.00	\$750.00	\$320.00	\$320.00	\$320.00	\$320.00	\$2,530.00
Telecommunications		\$2,850.00	\$1,650.00	\$2,850.00	\$1,650.00	\$1,650.00	\$1,650.00	\$12,300.00
Postage & Delivery		\$250.00	\$1,250.00					\$1,500.00
Utilities				\$10,000.00				\$10,000.00
Security				\$500.00				\$500.00
Insurance		\$1,675.00	\$1,666.00	\$1,666.00	\$1,666.00	\$1,666.00	\$1,666.00	\$10,005.00
Repairs & Maintenance		\$750.00		\$4,250.00				\$5,000.00
Conference & Training		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$3,000.00
Dues & Subscriptions		\$1,000.00	\$1,000.00					\$2,000.00
Publications		\$100.00	\$500.00	\$100.00	\$100.00	\$100.00	\$100.00	\$500.00
Equipment Rental		\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$9,000.00
Small Equipment & Furniture		\$500.00		\$500.00	\$250.00	\$250.00		\$1,500.00
Printing & Copying		\$150.00	\$850.00					\$1,000.00
Travel/Mileage		\$100.00	\$250.00	\$250.00	\$150.00	\$150.00	\$100.00	\$1,000.00
Expense Reimbursement								
Occupancy		\$61,630.00						\$61,630.00
Fundraising Expense			\$2,500.00					\$2,500.00
Depreciation Expense		\$26,200.00						\$26,200.00
		\$204,464.05	\$89,793.74	\$165,594.42	\$141,442.68	\$112,394.76	\$97,280.79	\$809,403.11

REC'D
CITY OF TUALATIN

OCT 01 2008

MAYOR _____ COUNCIL _____ POLICE _____ ADM _____
FINANCE _____ COMM DEV _____ LEGAL _____ OPER _____
COMM SVCS _____ ENG & BLDG _____ LIBRARY _____

Good Neighbor Center



11130 SW Greenburg Rd.
Tigard, Oregon 97223
(503)443-6084
Fax (503)443-3745

September 30, 2008

City of Tualatin
18880 SW Martinazzi Ave.
Tualatin, OR 97062

Greetings:

On behalf of the Good Neighbor Center in Tigard, thank you for your generous support of \$2,000 last year and the other \$2,000 for our walk-in refrigerator and freezer. The expansion and renovation of the shelter is complete and your money for the refrig/freezer was a miracle for us. We had less than a month to raise the \$20,000 and fortunately, many walked through the door and answered the call. So thanks to the city of Tualatin!

I am submitting a grant on behalf of the shelter again this year. I checked the zip codes on all the residents for the last year and although there were only two 97062 zip codes for residents, I am sure several more came from your area. We use ID for all our clients but many times they have moved several times without changing ID. 10 families came to us living out of cars and there could have been more! Homeless families are truly families in crisis. When you see families walk in the door with children in tow, it breaks your heart. However, once they get settled in and start having three meals a day and start going to school, children begin to smile again. I wish that we could say that we were able to place all our families in to stable housing. However, there were only seven families who could sustain rent when leaving the shelter. Many families moved to other shelters or doubled up with families when possible. We have some subsidy in place this year for families to move in to housing, but they must have jobs that will eventually be able to support them at full market rent in one year. We hope to report that we were able to place more families in permanent housing this next year.

Thank you to the city of Tualatin for recognizing the needs of those who are homeless and need a hand up, not a hand out.

Sincerely,

Sydney L. Sherwood
Sydney L. Sherwood
Executive Director



City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Good Neighbor Center
Address: 11130 SW Greenburg Rd.
City, State, Zip: Tigard, OR 97223
Contact Name: Sydney Sherwood
Telephone Number: 503-443-6084 XT 228
E-Mail Address: Sydneysheer@aol.com

1. **Request** (express in whole dollar amounts only)

Cash

\$ 2,000 (+ if possible,
\$ possible)

In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet)

\$

Total Request

\$ 2,000 (if possible)

2. **What is this specific request for? If it's a supplement to the general fund budget, please state:**

This is a request for utilities at the shelter. Our electric bill alone is almost 700⁰⁰ a month.

3. **Describe the Agency's mission:**

We are a homeless shelter for families. We provide safe emergency housing and supportive empowering services for families.

4. What group of citizens in Tualatin does your organization target?

Homeless families

We have been full every day and there are over 54 families on the wait list.

- 4a. What types of services will be provided in the funding request year?

We will provide housing and services to help families find stable permanent housing. We also provide meals, case management and counseling (see back)

- 4b. How many Tualatin residents will be served?

It depends - last year we served two Tualatin families. In August we served another family. We use I.D. for last known ZIP code - but many times they are living

- 4c. What percentage of your operation is dedicated to service in Tualatin?

Our operation is dedicated to service in Tualatin and all of Wash. County. We are the only family shelter in East Wa. County.

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

Government	Received Last Year	Requested This Year
City of Butn.	\$ 12,000 ⁰⁰	\$ 12,000 ⁰⁰
City of Tigard	\$ 15,000 ⁰⁰	\$ 15,000 ⁰⁰
Wa. Co. Safety Levy	\$ 209,000 ⁰⁰	\$ 218,000 ⁰⁰

6. Please submit the following information with this request:

- Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
- Names, addresses, occupations, and telephone numbers for your Board of Directors.
- A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 19 2004

EAST WASHINGTON COUNTY SHELTER
PARTNERSHIP COUNCIL INC
11130 SW GREENBURG RD
TIGARD, OR 97223-5433

Employer Identification Number:
93-1269989
DLN:
17053269739054
Contact Person:
ERIC J BERTELSEN ID# 31323
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated JANUARY 2000, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

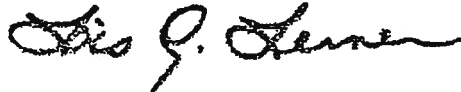
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:00 a.m. - 6:30 p.m. Eastern Time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

East Washington County Shelter Partnership Council, Inc., dba Good Neighbor Center
Board of Directors 2008 - 09

<u>Officers</u>	<u>Affiliation</u>
Dick Roland, Chair 12746 SW Terraview Dr. Tigard, OR 97224 (503)639-2484	Retired Vice President - Mobile Dental Vans Northwest Medical Teams
Jim Strickler, Vice Chair 9304 SW Maplewood Dr. W-236 Tigard, Oregon 97223 (503)598-8061	Blue Bird Transfer-Vice President
Lete Davis, Secretary 21843 SW Sherwood Blvd. #203 Sherwood, OR 97140	Retired St. Francis Church - Sherwood
Scott Mitton - Treasurer Tualatin, Oregon 97062 (503)222-1731	Western Graphics & Data Chief Financial Officer
<u>Directors</u>	
Pat Biggs, Past Chair 14250 SW 88th Ave., Tigard, OR 97224 (503)639-5337	Tigard-Tualatin School District Past Board Member
Dan Larsen 12868 SW Winterview Drive Tigard, Oregon 97224 (503)639-5521	Retired - CFI Furnishings Owner
John Lucerno 14860 SW 76th Ave. #82, Tigard, OR 97224 503-624-9169	Former Resident
Michael Moiso 12543 SW 134th Ave. Tigard, OR 97223 503-579-0629	Lawyer, Law Professor
Art Schmidt 15437 SW 114th Ct. #89 Tigard, Oregon 97224 (503)684-6464	St. Anthony's Parish - Tigard
Steve Schmitt Sherwood, Oregon (503)281-0055	The Berry Group Insurance - CLU
Cathy Stanton 8595 SW Rebecca Lane, Beaverton, OR 97008 (503)646-8323	Beaverton City Council Woman
Dean Williams 8880 SW Nimbus Ave. Suite D Beaverton, OR 97008 (503)213-2701	Vice President -Pinnacle Bank

Good Neighbor Center
Income Statement
For the Twelve Months Ending June 30, 2008

	Current Month	Year to Date Actual	Year to Date Budget	Budget Variance	Budget Annual
Revenues					
Walk In Refrigerator	\$ 0.00	\$ 20,651.40	\$ 0.00	(20,651.40)	\$ 0.00
Washington County Serial Levy	0.00	209,897.00	209,897.00	0.00	209,897.00
Washington County (CDBG)	0.00	76,396.85	0.00	(76,396.85)	0.00
County Maintenance Funds	0.00	15,000.00	15,000.00	0.00	15,000.00
ESG (State) (CAO)	3,325.75	13,303.00	13,270.00	(33.00)	13,270.00
EHA (State)(CAO)	0.00	34,877.25	50,000.00	15,122.75	50,000.00
FEMA (Federal)(CAO)	0.00	36,817.00	36,000.00	(817.00)	36,000.00
SHAP (CAO)	11,625.75	11,625.75	0.00	(11,625.75)	0.00
Rotary Club of Tigard	1,200.00	1,200.00	0.00	(1,200.00)	0.00
Tigard Leadership	2,000.00	2,000.00	0.00	(2,000.00)	0.00
City of Beaverton (CDBG)	3,000.00	12,000.00	12,000.00	0.00	12,000.00
City of Tigard	0.00	15,000.00	15,000.00	0.00	15,000.00
City of Lake Oswego	0.00	0.00	5,000.00	5,000.00	5,000.00
City of Tualatin	0.00	2,000.00	2,000.00	0.00	2,000.00
Carpet/Water Restoration	0.00	18,960.45	0.00	(18,960.45)	0.00
United Way (CPAH)	5,000.00	20,014.39	20,000.00	(14.39)	20,000.00
Private Donations	7,854.39	94,729.27	80,000.00	(14,729.27)	80,000.00
Foundation Grants	0.00	0.00	20,000.00	20,000.00	20,000.00
Fundraising	0.00	1,708.00	5,000.00	3,292.00	5,000.00
Interest Income	326.73	5,114.63	3,000.00	(2,114.63)	3,000.00
Designated Use-Donations	508.53	2,554.53	3,000.00	445.47	3,000.00
Total Revenues	34,841.15	593,849.52	489,167.00	(104,682.52)	489,167.00
Expenses					
Salaries	22,170.47	289,958.60	307,086.00	17,127.40	307,086.00
Payroll tax expense	2,182.60	28,836.92	33,312.00	4,475.08	33,312.00
Employee Insurance Expense	3,006.48	30,152.18	34,622.00	4,469.82	34,622.00
Total Personnel Expense	27,359.55	348,947.70	375,020.00	26,072.30	375,020.00
Business Liability Ins	0.00	5,424.00	6,500.00	1,076.00	6,500.00
Workman's Compensation Ins	(830.06)	4,820.19	6,575.00	1,754.81	6,575.00
Director & Officer Insurance	0.00	0.00	1,500.00	1,500.00	1,500.00
Total Insurance Expense	(830.06)	10,244.19	14,575.00	4,330.81	14,575.00
Food Program	159.91	971.32	1,200.00	228.68	1,200.00
Childrens Program	620.00	4,410.54	5,000.00	589.46	5,000.00
Adult Education Support	0.00	25.00	0.00	(25.00)	0.00
GIK Storage	68.59	1,749.48	1,560.00	(189.48)	1,560.00
Clothing Program	0.00	0.00	300.00	300.00	300.00
Client Assistance Expenses	3.38	341.33	2,500.00	2,158.67	2,500.00
Transition Housing Assistance	312.73	1,084.53	2,500.00	1,415.47	2,500.00
Drug Testing	750.00	1,536.00	3,000.00	1,464.00	3,000.00
Total Program Expenses	1,914.61	10,118.20	16,060.00	5,941.80	16,060.00
Heat	370.67	5,356.05	6,800.00	1,443.95	6,800.00
Electric	605.86	7,489.56	9,000.00	1,510.44	9,000.00
Water/Sewer	293.00	4,012.24	4,600.00	587.76	4,600.00
Refuse	555.49	6,575.57	6,000.00	(575.57)	6,000.00
Telephone/Internet	625.73	4,966.67	4,600.00	(366.67)	4,600.00
Floor & Carpet Care	241.18	1,619.86	1,700.00	80.14	1,700.00
CDBG Renovation Funds Used	0.00	106,182.37	0.00	(106,182.37)	0.00
Carpet/Water Restoration	0.00	19,584.84	0.00	(19,584.84)	0.00
County Maintenance Funds Use	2,489.85	20,040.05	15,000.00	(5,040.05)	15,000.00

For Management Purposes Only

Good Neighbor Center
Income Statement
For the Twelve Months Ending June 30, 2008

	Current Month	Year to Date Actual	Year to Date Budget	Budget Variance	Budget Annual
Carpet/Water Restoration	4,824.23	24,409.07	0.00	(24,409.07)	0.00
County Maintenance Funds Use	2,489.85	20,040.05	15,000.00	(5,040.05)	15,000.00
Walk in Refrig Funds Used	(23,018.43)	0.00	0.00	0.00	0.00
Facility Maintenance Costs	620.43	9,073.15	7,500.00	(1,573.15)	7,500.00
Tuf Shed	2,866.00	2,866.00	0.00	(2,866.00)	0.00
Facility Improvement-Capital	(4,824.23)	0.00	0.00	0.00	0.00
Total Facility Expenses	(117,424.30)	89,516.51	55,200.00	(34,316.51)	55,200.00
Office Supplies	192.00	2,533.19	2,500.00	(33.19)	2,500.00
Office Equipment	141.64	2,318.99	3,000.00	681.01	3,000.00
Bookkeeping Services	125.00	2,455.00	3,000.00	545.00	3,000.00
Bank Charges	9.00	147.00	350.00	203.00	350.00
Automotive Expense	75.00	1,369.74	1,200.00	(169.74)	1,200.00
Licenses & Taxes	0.00	185.00	217.00	32.00	217.00
Dues & Subscriptions	275.00	494.00	450.00	(44.00)	450.00
Training-Staff	0.00	1,258.57	2,000.00	741.43	2,000.00
Travel & Reimbursement	171.05	2,930.39	3,750.00	819.61	3,750.00
Total Administration Expenses	988.69	13,691.88	16,467.00	2,775.12	16,467.00
Volunteer Recognition	14.97	41.96	150.00	108.04	150.00
Staff Recognition	0.00	1,276.94	1,500.00	223.06	1,500.00
Total Volunteer Expenses	14.97	1,318.90	1,650.00	331.10	1,650.00
Printing	140.60	2,754.20	3,500.00	745.80	3,500.00
Postage	84.00	2,029.30	3,000.00	970.70	3,000.00
Newsletters & Brochures Art	0.00	0.00	50.00	50.00	50.00
Advertising	0.00	321.00	0.00	(321.00)	0.00
Designated Use-Expenses	0.00	2,365.35	3,000.00	634.65	3,000.00
Other Expense	0.00	0.00	250.00	250.00	250.00
Total Marketing & Development	224.60	7,469.85	9,800.00	2,330.15	9,800.00
Total Expenses	\$ (65,844.57)	\$ 503,178.63	\$ 488,772.00	(14,406.63)	\$ 488,772.00
Net Income	\$ 100,691.34	\$ 90,676.51	\$ 395.00	(90,281.51)	\$ 395.00

Good Neighbor Center
Balance Sheet
June 30, 2008

Final

ASSETS

Current Assets		
Petty Cash	\$	96.08
West Coast Bank		5,299.98
West Coast Bank-Shelter Acct		327.68
West Coast Bank-Money Market		41,832.47
Pinnacle Bank of Oregon-CD		80,454.21
ESG (State) (CAO) Receivable		3,325.75
United Way/CPAH Receivable		5,000.00
City of Beaverton (CDBG) Rec		3,000.00
SHAP (CAO) Receivable		11,625.75
Rotary Club of Tigard Rec		1,200.00
Tigard Leadership Receivable		2,000.00
Deposit-Workman's compensation		5,268.43
Total Current Assets		159,430.35
Property and Equipment		
Furniture and Fixtures		12,813.00
Building/Property		772,650.00
Kitchen Remodel		27,062.00
Office Remodel		73,146.08
Equip/Comm Dishwasher		5,800.00
Play Yard and Equipment		12,000.00
Equip/Walk in refrigerator		23,018.43
Accum. Depre - Furniture		(12,813.00)
Accum. Depreciation - Equipmen		(9,584.56)
Accum. Depreciation - Building		(24,145.00)
Accum. Depreciation - Bldg Imp		(3,340.27)
Total Property and Equipment		876,606.68
Other Assets		
Total Other Assets		0.00
Total Assets		\$ 1,036,037.03

LIABILITIES AND CAPITAL

Current Liabilities		
Accrued Payroll Payable	\$	3,968.20
SUTA Payable		1,752.74
Workman's Comp Assess Payable		122.24
Workman's Comp Payable		4,432.13
Total Current Liabilities		10,275.31
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		10,275.31
Capital		
Retained Earnings		935,085.21
Net Income		90,676.51

Unaudited - For Management Purposes Only

Good Neighbor Center
Balance Sheet
June 30, 2008

Total Capital	1,025,761.72
Total Liabilities & Capital	\$ 1,036,037.03

Unaudited - For Management Purposes Only

Good Neighbor Center
Income Statement
For the One Month Ending July 31, 2008

	Current Month	Year to Date Actual	Year to Date Budget	Budget Variance	Budget Annual
Revenues					
Washington County Serial Levy	\$ 54,602.25	\$ 54,602.25	\$ 218,409.00	163,806.75	\$ 218,409.00
Washington County (CDBG)	0.00	0.00	5,000.00	5,000.00	5,000.00
WashingtonCo Maintenance Fu	0.00	0.00	15,000.00	15,000.00	15,000.00
ESG (State) (CAO)	0.00	0.00	13,299.00	13,299.00	13,299.00
FEMA (Federal)(CAO)	0.00	0.00	34,000.00	34,000.00	34,000.00
SHAP (CAO)	0.00	0.00	60,767.00	60,767.00	60,767.00
HUD Grant	0.00	0.00	7,700.00	7,700.00	7,700.00
City of Beaverton (CDBG)	0.00	0.00	12,000.00	12,000.00	12,000.00
City of Tigard	15,000.00	15,000.00	15,000.00	0.00	15,000.00
City of Tualatin	0.00	0.00	3,000.00	3,000.00	3,000.00
United Way (CPAH)	0.00	0.00	20,000.00	20,000.00	20,000.00
Private Donations	5,485.60	5,485.60	85,000.00	79,514.40	85,000.00
Foundation Grants	0.00	0.00	20,000.00	20,000.00	20,000.00
Fundraising	50.00	50.00	5,000.00	4,950.00	5,000.00
Interest income	200.22	200.22	5,500.00	5,299.78	5,500.00
Designated Use-Donations	0.00	0.00	3,000.00	3,000.00	3,000.00
Total Revenues	75,338.07	75,338.07	522,675.00	447,336.93	522,675.00
Expenses					
Salaries	23,003.96	23,003.96	24,398.83	1,394.87	292,786.00
Payroll tax expense	2,193.00	2,193.00	2,699.00	506.00	32,388.00
Employee Insurance Expense	41.46	41.46	3,222.00	3,180.54	38,664.00
Total Personnel Expense	25,238.42	25,238.42	30,319.83	5,081.41	363,838.00
Business Liability Ins	0.00	0.00	570.83	570.83	6,850.00
Workman's Compensation Ins	460.10	460.10	547.92	87.82	6,575.00
Total Insurance Expense	460.10	460.10	1,118.75	658.65	13,425.00
Food Program	0.00	0.00	100.00	100.00	1,200.00
Childrens Program	1,640.00	1,640.00	416.67	(1,223.33)	5,000.00
GIK Storage	0.00	0.00	130.00	130.00	1,560.00
Client Assistance Expenses	5.00	5.00	83.33	78.33	1,000.00
Transition Housing Assistance	0.00	0.00	1,666.67	1,666.67	20,000.00
Drug Testing	0.00	0.00	125.00	125.00	1,500.00
Total Program Expenses	1,645.00	1,645.00	2,521.67	876.67	30,260.00
Heat	318.21	318.21	500.00	181.79	6,000.00
Electric	663.62	663.62	750.00	86.38	9,000.00
Water/Sewer	373.90	373.90	541.67	167.77	6,500.00
Refuse	567.28	567.28	500.00	(67.28)	6,000.00
Telephone/Internet	179.23	179.23	416.67	237.44	5,000.00
Floor & Carpet Care	181.18	181.18	141.67	(39.51)	1,700.00
CDBG Renovation Funds Used	5,515.98	5,515.98	0.00	(5,515.98)	0.00
Carpet/Water Restoration	4,413.60	4,413.60	0.00	(4,413.60)	0.00
County Maintenance Funds Use	2,327.40	2,327.40	1,250.00	(1,077.40)	15,000.00
Facility Maintenance Costs	1,825.49	1,825.49	625.00	(1,200.49)	7,500.00
Total Facility Expenses	16,365.89	16,365.89	4,725.01	(11,640.88)	56,700.00
Office Supplies	104.96	104.96	208.33	103.37	2,500.00
Office Equipment	141.64	141.64	208.33	66.69	2,500.00
Record & Date Offsite Storage	0.00	0.00	41.67	41.67	500.00
Bookkeeping Services	186.00	186.00	208.33	22.33	2,500.00

For Management Purposes Only

Good Neighbor Center
Income Statement
For the One Month Ending July 31, 2008

	Current Month	Year to Date Actual	Year to Date Budget	Budget Variance	Budget Annual
Bank Charges	12.00	12.00	29.17	17.17	350.00
Automotive Expense	95.00	95.00	166.67	71.67	2,000.00
Licenses & Taxes	0.00	0.00	20.83	20.83	250.00
Dues & Subscriptions	0.00	0.00	20.83	20.83	250.00
Training-Staff	0.00	0.00	208.33	208.33	2,500.00
Travel & Reimbursement	143.15	143.15	312.50	169.35	3,750.00
Total Administration Expenses	682.75	682.75	1,424.99	742.24	17,100.00
Volunteer Recognition	0.00	0.00	12.50	12.50	150.00
Staff Recognition	0.00	0.00	125.00	125.00	1,500.00
Total Volunteer Expenses	0.00	0.00	137.50	137.50	1,650.00
Printing	0.00	0.00	291.67	291.67	3,500.00
Postage	0.00	0.00	208.33	208.33	2,500.00
Web Site Develop/Maintenance	0.00	0.00	208.33	208.33	2,500.00
Advertising	0.00	0.00	41.67	41.67	500.00
Designated Use-Expenses	0.00	0.00	250.00	250.00	3,000.00
Total Marketing & Development	0.00	0.00	1,000.00	1,000.00	12,000.00
Total Expenses	\$ 44,392.16	\$ 44,392.16	\$ 41,247.75	(3,144.41)	\$ 494,973.00
Net Income	\$ 30,945.91	\$ 30,945.91	\$ 481,427.25	450,481.34	\$ 27,702.00

Good Neighbor Center
Balance Sheet
July 31, 2008

ASSETS

Current Assets		
Petty Cash	\$	51.08
West Coast Bank		61,458.54
West Coast Bank-Shelter Acct		240.68
West Coast Bank-Money Market		16,863.43
Pinnacle Bank of Oregon-CD		80,623.47
ESG (State) (CAO) Receivable		3,325.75
United Way/CPAH Receivable		5,000.00
City of Beaverton (CDBG) Rec		3,000.00
SHAP (CAO) Receivable		11,625.75
Tigard Leadership Receivable		2,000.00
Deposit-Workman's compensation		5,268.43
Total Current Assets		189,457.13
Property and Equipment		
Furniture and Fixtures		12,813.00
Building/Property		772,650.00
Kitchen Remodel		27,062.00
Office Remodel		73,146.08
Equip/Comm Dishwasher		5,800.00
Play Yard and Equipment		12,000.00
Equip/Walk in refrigerator		23,018.43
Accum. Depre - Furniture		(12,813.00)
Accum. Depreciation - Equipmen		(9,584.56)
Accum. Depreciation - Building		(24,145.00)
Accum. Depreciation - Bldg Imp		(3,340.27)
Total Property and Equipment		876,606.68
Other Assets		
Total Other Assets		0.00
Total Assets	\$	1,066,063.81

LIABILITIES AND CAPITAL

Current Liabilities		
Accrued Payroll Payable	\$	3,968.20
SUTA Payable		468.75
Workman's Comp Assess Payable		27.00
Workman's Comp Payable		4,892.23
Total Current Liabilities		9,356.18
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		9,356.18
Capital		
Retained Earnings		1,025,761.72
Net Income		30,945.91
Total Capital		1,056,707.63

Unaudited - For Management Purposes Only

Good Neighbor Center
Balance Sheet
July 31, 2008

Total Liabilities & Capital

\$ 1,066,063.81

Unaudited - For Management Purposes Only

SEP 19 2008

City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

MAYOR _____ COUNCIL _____ POLICE _____ ADM _____
FINANCE _____ COMM DEV _____ LEGAL _____ OPER _____
COMM SVCS _____ ENG & BLDG _____ LIBRARY _____

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are **due by 5:00 p.m. on Friday, September 19, 2008.**

Agency Name: Sexual Assault Resource Center

Address: 9450 SW Barnes Road, Suite 240

City, State, Zip: Portland, OR 97225

Contact Name: Erin Ellis

Telephone Number: 503-384-0480

E-Mail Address: sarc@sarcoregon

1. Request (express in whole dollar amounts only)

Cash \$ 3,000

In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet) NA

Total Request \$ 3,000

2. What is this specific request for? If it's a supplement to the general fund budget, please state:

Funding will be applied toward our emergency service expenses for our clients who are in need of prescriptions, food, rental assistance, locksmith services, as well as supporting our clothing bank at the four local hospitals within Washington County.

3. Describe the Agency's mission:

The mission of the Sexual Assault Resource Center (SARC) of Washington County is to promote social justice by eliminating sexual violence in our community through education, support & advocacy. Philosophically we operate on the basis of empowering the survivor by encouraging them to make their own choices. We recognize that sexual assault is based on anger, power, and control and is never the survivor's fault. Our role is to ensure that survivors get the information they need, that they are listened to, and that they are treated with sensitivity, respect and dignity. Our philosophy reflects our knowledge that sexual assault has no boundaries of race, age, language, gender, economic class, disability or religion. We believe that the survivor need not be alone during their healing process.

What group of citizens in Tualatin does your organization target?

Adolescent and adult survivors of recent or past sexual assaults, which are acute by nature (in contrast to protracted childhood abuse), who are male or female are eligible as well as their co-survivors (family members) who are also impacted and need to acquire support skills.

Sexual assaults are acts of profound violence subjecting victims to the most intrusive and humiliating acts of control producing not only physical but psychological trauma. Due to experiencing an inescapable event so severe, harmful or threatening they demand extraordinary coping efforts. Initial trauma responses include the feeling of numbness or disconnection; anxiety; and affective responses including terror, rage, despair, hopelessness, shame or guilt. Survivors often report that they expect to have some initial difficulty with the assault but assume that they will recover and return to normal quickly. Most survivors eventually understand that their lives have been permanently changed as a result of the assault. According to the National Victim Center approximately one third of survivors develop rape related Post Traumatic Stress Disorder (PTSD) - repeatedly re-experiencing their ordeal via flashbacks, memories, nightmares, or frightening thoughts, especially when exposed to events or objects reminiscent of the trauma. Sexual assault survivors are at higher risk for developing eating disorders, panic attacks, sleep disorders, low self-esteem and depression, as well as substance abuse. In addition, they are 13 times more likely than non-victims to have attempted suicide (*Rape in America: A Report to the Nation*).

4a. What types of services will be provided in the funding request year?

The Sexual Assault Resource Center was established in 1977 to help women, men, and teens who have been sexually assaulted. We operate a 24-hour crisis line to provide immediate assistance to all callers who may be requesting crisis counseling, information, and referrals. Volunteer advocates also respond in person to all calls from law enforcement and hospitals to provide crisis intervention and support to survivors during the forensic exam and law enforcement interviews. The Center also provides advocates for court accompaniment and any additional case related meetings as well. A detailed list of services is listed below:

Hospital Accompaniment: SARC provides accompaniment to the hospital. We are contacted by law enforcement, hospital personnel, and the survivor or their family or friends. The trained advocate on call will meet the survivor at the hospital to provide support. The advocate will accompany them through the evidence exam and law enforcement interview. The survivor is given information on Crime Victims' Compensation and other resources as appropriate. We also provide support if the survivor chooses not to report but needs to go to the hospital to be checked out physically for injuries and receive medications as appropriate.

24-hour Crisis Line: Our Center operates a 24-hour crisis line. A trained advocate is on call to handle the call as appropriate. Our advocates are trained to provide crisis intervention, peer support, information and referral.

Counseling Program: One of the newest additions to our Center is the addition of Mental Health Services, free of charge, for uninsured adolescents and adults who otherwise would have no access to counseling services.

Drop in Center: We have an office that is open Monday through Friday 10:00 AM to 4:00 PM, or by appointment, for anyone seeking in-person services or case-management.

Support Group: We run nine-week long self-help support groups three times a year for both teens and adult female survivors, as well as survivors of stalking, offering participants education, coping skills, validation and new choices to continue their healing process.

School Education Program: A 1.0 FTE Education Coordinator is committed to providing a comprehensive sexual assault prevention curriculum within the middle and high schools of Washington County. Alternative schools, youth groups and activity centers are also contacted.

Clothing: When a survivor goes to the hospital for an evidence exam, their clothing may be held as evidence. Historically the hospitals have only been able to supply hospital scrubs for a survivor to wear home. With the help of donations and grants SARC is able to stock all hospitals in the county with T-shirts, sweats, and underwear for the survivor's comfort and self-respect.

Emergency Funding: Funds are available on an emergency basis for survivors in need of assistance with food, shelter, clothing, and transportation. Funding is also available for re-keying their home or car for security reasons.

4b. How many Tualatin residents will be served?

Our program directly benefits Tualatin residents by offering services that are not currently available through any other agency in Washington County. In the event that an assault should happen to a citizen in your city, our agency is there to provide immediate crisis intervention and continued follow-up services free of charge. According to the Center for Disease Control and Prevention (CDCP), one in six women in the United States will become the victim of an attempted or completed rape sometime in her life. Alarming Oregon's rate is one in four; significantly higher than the national average (CDCP, 2006). With a population of approximately 9800 females over the age of 15 in the city of Tualatin 2.5 % of these women, or

245, will experience some level of sexual violence within a 12-month period and potentially need our services.

We know that negative victim impact from sexual assault is substantially reduced when victims are believed, protected and adequately supported. Paramount is the assurance that these services are always accessible whether or not the survivor chooses to report to law enforcement and no matter how long post assault they seek assistance.

4c. What percentage of your operation is dedicated to service in Tualatin?

Our services are equitably available to all of the cities within Washington County

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

Government	Received Last Year	Requested This Year
Oregon Domestic & Sexual Violence Fund	\$ 58,689	\$ 81,563
Oregon Dept. of Justice	\$101,020	\$184,190
Cities:		
Tualatin	\$1,000	\$3,000
Beaverton	\$7,000	\$7,000
Tigard	\$5000	\$6000
Hillsboro	\$6500	\$6500

11:07 AM
09/19/08
Cash Basis

Sexual Assault Resource Center
Profit & Loss
October 2007 through September 2008

	<u>Oct '07 - Sep 08</u>
Ordinary Income/Expense	
Income	
City Budgets	22,500.00
Collins Foundation	30,000.00
Events	11,137.49
Foundation	12,500.00
OCADSV Grant	
ODSVS281507_07	60,533.00
Total OCADSV Grant	60,533.00
PGE Enron	1,700.00
Private Contributions	
Individual	18,916.40
United Way	106.93
Private Contributions - Other	6,865.00
Total Private Contributions	25,888.33
RPE Grant	20,000.00
Sexual Assault Fund	34,884.00
SVAWA Grant	24,709.15
VOCA-Payment	95,747.30
Total Income	339,599.27
Expense	
Contracted Services	9,573.75
General	
Accounting	2,181.00
Clinical Supervision	900.00
Copier	3,726.13
Emergency Services	1,972.07
Insurance	4,063.24
Marketing	3,701.54
Meetings (food)	677.23
Memberships	690.41
Pagers	1,466.30
Postage	1,167.14
Printing/Publications	1,172.55
Recognition	941.50
Recruitment	505.00
Rent	23,854.28
Security System	308.00
Supplies	3,238.91
Technology	557.95
Training	2,336.64
Travel	1,503.85
General - Other	18,695.67
Total General	73,659.41
Personnel	
Benefits	19,477.99
Gross Wages	201,706.46
Payroll Clearing	-30,754.36
Payroll Fees	1,909.53
Payroll Tax Expense	43,173.04
Retirement Plan Payable	0.00
Personnel - Other	233.80
Total Personnel	235,746.46
Telephone Expense	
Answering Service	4,177.60
Cell Phone	2,532.02
Center Phones	2,933.28
Crisis Line	623.00
Internet Fees	335.70
Total Telephone Expense	10,601.60

11:07 AM
09/19/08
Cash Basis

Sexual Assault Resource Center
Profit & Loss
October 2007 through September 2008

	<u>Oct '07 - Sep 08</u>
Voided Checks	<u>0.00</u>
Total Expense	<u>329,581.22</u>
Net Ordinary Income	<u>10,018.05</u>
Net Income	<u><u>10,018.05</u></u>

SEXUAL ASSAULT RESOURCE CENTER

2008-09	\$221,869	1 FTE	.5 FTE	1 FTE	1 FTE	.5 FTE	.75 FTE	.5 FTE	.75 FTE			
		ED	OM	VM	RC	MH	PRE	CM	LCM	BU	Ad	Total
\$221,869	\$64,713	\$35,706	\$50,964	\$57,131	\$28,053	\$27,730	\$24,709	\$34,088	\$9,580	\$12,900		\$345,574
INCOME												
ODSVS	\$49,344	\$28,694	\$11,512		\$4,167	\$4,971						\$49,344
ODSVS Backfill	\$3,689				\$3,484	\$205						\$3,689
SAF - DHS	\$34,884		\$24,194			\$1,329				\$7,023	\$2,338	\$34,884
VOCA - BASIC	\$61,311	\$9,992		\$50,964						\$355		\$61,311
VOCA - PROJECT	\$30,000								\$30,000			\$30,000
COMPETITIVE	\$59,447	\$5,027			\$49,480					\$1,500	\$3,440	\$59,447
VAWA - STOP	\$24,709							\$24,709				\$24,709
RPE	\$20,000						\$20,000					\$20,000
CITY	\$21,000	\$21,000										\$21,000
WAM	\$10,000					\$10,000						\$10,000
PRIVATE	\$13,450					\$2,348	\$3,730		\$4,088	\$702	\$2,582	\$13,450
DIRECT MAIL	\$6,000					\$6,000						\$6,000
BOARD GIVING	\$3,200					\$3,200						\$3,200
PGE	\$4,000						\$4,000					\$4,000
RENTAL DIFF.	\$4,540										\$4,540	\$4,540
	\$345,574	\$64,713	\$35,706	\$50,964	\$57,131	\$28,053	\$27,730	\$24,709	\$34,088	\$9,580	\$12,900	\$345,574
EXPENSES												
ED 1.0 FTE	\$49,777	\$49,777										\$49,777
VC 1.0 FTE	\$32,778			\$32,778								\$32,778
MHPC .5 FTE	\$18,899					\$18,899						\$18,899
CCM .5 FTE	\$16,389							\$16,389				\$16,389
EC .75 FTE	\$17,556						\$17,556					\$17,556
LCM .75 FTE	\$24,663								\$24,663			\$24,663
CLC 1 FTE	\$31,200				\$31,200							\$31,200
OM 0.5 FTE	\$23,407		\$23,407									\$23,407
Backup	\$7,200									\$7,200		\$7,200
Payroll Taxes	\$22,182	\$4,977	\$2,340	\$3,277	\$3,120	\$1,889	\$1,755	\$1,638	\$2,466	\$720		\$22,182
Payroll Fees	\$1,440	\$160	\$160	\$160	\$160	\$160	\$160	\$160	\$160	\$160		\$1,440
Benefits	\$31,521	\$4,620	\$4,620	\$4,620	\$4,620	\$2,310	\$3,080	\$3,031	\$4,620			\$31,521
Accounting	\$1,500										\$1,500	\$1,500
Answering service	\$4,560				\$4,560							\$4,560
Cell phones	\$2,688	\$384	\$384	\$384	\$384		\$384	\$384	\$384			\$2,688
Center phones	\$3,304	\$413	\$413	\$413	\$413	\$413	\$413	\$413	\$413			\$3,304
Clinical Supervision	\$0					\$0		\$0				\$0
Copier	\$3,104	\$388	\$388	\$388	\$388	\$388	\$388	\$388	\$388			\$3,104
Crisis Line	\$550				\$550							\$550
Emergency Services	\$3,600				\$3,600							\$3,600
Insurance	\$4,300										\$4,300	\$4,300
Internet / Web Mgmt.	\$952	\$44	\$44	\$44	\$44	\$44	\$44	\$44	\$44		\$600	\$952
Meetings (food)	\$1,250			\$650							\$600	\$1,250
Marketing	\$0										\$0	\$0
Memberships	\$500										\$500	\$500
Moving	\$4,540										\$4,540	\$4,540
Pagers	\$1,500											\$1,500
Postage	\$1,930			\$500	\$430				\$500		\$500	\$1,930
Printing / Publications	\$1,000			\$500	\$500							\$1,000
Recognition	\$1,600			\$1,600								\$1,600
Recruitment	\$600			\$600								\$600
Rent	\$23,460	\$3,500	\$3,500	\$3,500	\$4,148	\$3,500	\$3,500	\$1,812				\$23,460
Security System	\$360										\$360	\$360
Supplies	\$4,865	\$450	\$450	\$450	\$1,715	\$450	\$450	\$450	\$450			\$4,865
Technology	\$0										\$0	\$0
Training	\$1,000			\$400	\$600							\$1,000
Travel/Mileage	\$1,399			\$700	\$699							\$1,399
TOTAL:	\$345,574	\$64,713	\$35,706	\$50,964	\$57,131	\$28,053	\$27,730	\$24,709	\$34,088	\$9,580	\$12,900	\$345,574

Board of Directors

<i>Member</i>	<i>Dates of Service</i>	<i>Board Position</i>	<i>Profession</i>	<i>Home</i>
Mandy Davis, LCSW	February 2004 to Present	Chair Governance Sub-committee	Adjunct Professor / Researcher Portland State University 527 SW Hall, Room 400 Portland, OR 97201 503-725-8008	5936 NE 15th Avenue Portland, OR 97211 503-477-5080 503-724-0939 (cell) madavis@pdx.edu
Marion Denard, MA	August 2005 to Present	Vice Chair Development Sub-committee	Director of Development Liberty House PO Box 2613 Salem, OR 97308 503-540-0288	7412 North Oatman Avenue Portland, OR 97217 503-286-1035 503-310-4120(cell)
Mark Baenziger	September 2008 to Present	Member at Large	Software Engineer Independent Contractor	1526 NE Alberta, #9 Portland, OR 97211 503-238-4725 503-708-4572(cell) mmbaenz@yahoo.com
Amy Hutson, LPC	January 2003, to Present	Secretary Governance Sub-committee	Supervisor, Project Respond Cascadia Behavioral Network 2415 SE 43 rd Avenue Portland, OR 97206 503-963-2569 503-969-7940 (cell)	PO Box 1743 Lake Oswego, OR 97035 503-310-7468 (cell) harleyhutson9@msn.com
Greg Sanders, MBA	January 2007 to Present	Treasurer	Engineer PECI 1400 SW 5 th Portland, OR 97201 503-248-4636	1913 SE Harold Street Portland, OR 97202 503-449-2755 (cell) Gts7@cornell.edu

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: July 11, 2002

Person to Contact:
Pat Mahan 31-04019
Customer Service Representative
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
93-0800739

**Sexual Assault Resource Center
9450 SW Barnes Rd Ste 240
Portland, OR 97225**

Dear Sir or Madam:

This is in response to the amendment to your organization's Articles of Incorporation filed with the state on September 11, 2001. We have updated our records to reflect the name change as indicated above.

Our records indicate that a determination letter issued in May 1991 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

I N S P I R E G R E A T N E S S

**REC'D
CITY OF TUALATIN**

SEP 19 2008

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Board Co-Chair

U.S. Senator Ron Wyden
Board Co-Chair

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Gard Communications

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Gary Paxton, Local Program Coordinator
Special Olympics Oregon

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Karen Weisz, Vice President
Human Resources
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State Senator Ben Westlund, Chair
Special Olympics Oregon Winter Games

Dick Withnell, Owner
Withnell Motor Company

Homer G. Williams, Chairman
Williams & Deme Development, Inc.

Margaret H. Hunt, Chief Executive Officer

September 17, 2008

The Honorable Lou Ogden & City Councilors
The City of Tualatin
18880 SW Martinazzi
Tualatin, Oregon 97062

Mayor Ogden and Councilors:

Enclosed are application materials for a \$ 3,500 municipal grant to an outside agency to support the activities of Special Olympics Oregon in and around Tualatin.

The mission of Special Olympics Oregon (SOOR) is to provide year-round sports training and athletic competition in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them opportunities to develop physical fitness, demonstrate courage, experience joy and participate in a sharing of gifts, skills and friendship with their families, other athletes, and the community. Intellectual disabilities touch one in five families, comprising the largest disability population in the state. Our strategic emphasis for the next three years will be increased outreach to youth as we make a concerted effort to add younger athletes to our aging constituency.

If granted, these funds will be used by the Washington County Local Program for the rental of gymnasiums and other athletic facilities for practices and trainings – the single largest and costliest logistical obstacle at the local level. Additionally, any City of Tualatin facilities that might be made available to our athletes on an in-kind basis - at nominal or no cost - could go a long way toward increasing the accessibility to, and participation in, our programs by citizens of Tualatin.

If we can answer any questions or be of further help in any way, please do not hesitate to contact Kelly Coates, Special Olympics Oregon's Field Director for the greater Portland area (ph: 503-248-0600 x 26). We appreciate your consideration of an award to Special Olympics Oregon, the local face of an internationally-recognized social service organization with a proven record of changing the lives of inspired and inspiring individuals right here in Tualatin.

Regards,



Peter Samson,
Director – Grants & Special Projects

Cc: Chris Barhyte, City Councilor
Cathy Gidley, Vice President of Development
Janet Capetty, Senior Vice President of Field Services
Kelly Coates, Field Director



**Special Olympics
Oregon**

5901 SW MACADAM | SUITE 100 | PORTLAND, OR 97239 | PHONE: 503.248.0600 | FAX: 503.248.0603 | WWW.SOOR.ORG

Created by The Joseph P. Kennedy Foundation. Authorized and Accredited by Special Olympics, Inc. for the Benefit of Persons with Intellectual Disabilities.



City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Special Olympics Oregon – Washington County _____
Address: PO Box 6780 _____
City, State, Zip: Beaverton, OR 97006 _____
Contact Name: Kelly Coates _____
Telephone Number: 503.248.0600, ext. 26 _____
E-Mail Address: kcoates@soor.org _____

1. **Request (express in whole dollar amounts only)**

Cash	\$ 3,500
In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet)	Use of gymnasiums / athletic facilities, if available
Total Request	\$ 3,500

2. **What is this specific request for? If it's a supplement to the general fund budget, please state:**

The request of funds is to support athlete recruitment and retention plans within the Washington County local program. These funds will help to provide practice facilities for athletes in Tualatin, and provide them with appropriate uniforms, transportation and lodging (if needed) for regional and state competition.

3. **Describe the Agency's mission:**

The mission of Special Olympics is to provide year-round sports training and athletic competition in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills, and friendship with their families, other Special Olympics athletes, and the community.

4. **What group of citizens in Tualatin does your organization target?**
Individuals with intellectual disabilities, defined as a person who has been identified by an agency or professional as having intellectual disabilities (mental retardation); or as a person with a cognitive delay, as determined by standardized measure such as IQ testing or other measures that are generally accepted within the professional community as being a reliable measurement of the existence of a cognitive delay; or, as a person with a closely-related developmental disability.
- 4a. **What types of services will be provided in the funding request year?**
Practice facilities will be provided (type of facility depends on athlete interest in the area); uniforms; transportation to and from, with lodging at, regional and state competitions during each sport season.
- 4b. **How many Tualatin residents will be served?**
Of the 498 Special Olympics athletes in Washington County, 11 athletes are currently from Tualatin. With the help of the requested funding, the hope is to increase that number and provide the athletes with the necessary support to succeed.
- 4c. **What percentage of your operation is dedicated to service in Tualatin?**
Currently, 2.2% of the athletes served in Washington County are from Tualatin.
5. **If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:**

Government	Received Last Year	Requested This Year
Tualatin	\$ 2,500 (Special Olympics state office)	\$ 3,500
	\$	\$
	\$	\$

6. **Please submit the following information with this request:**
- Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.**
 - Names, addresses, occupations, and telephone numbers for your Board of Directors.**
 - A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.**

**Special Olympics Oregon
Washington County Local Program
2007 Budget/Actual**

Income	Actual	Projected
Donations	\$ 22,529	\$ 12,300
LETR*	\$ 6,202	\$ 2,500
Outside Events	\$ -	\$ 1,500
Special Events	\$ 13,573	\$ 18,500
Total	\$ 42,304	\$ 34,800

Expenses	Actual	Projected
Sports		
Training	\$ 12,397	\$ 12,000
Local competition	\$ 1,495	\$ 1,400
Regional competition	\$ 600	\$ 3,950
State competition	\$ 13,249	\$ 13,350
Other competition	\$ -	\$ 5,200
Administrative	\$ 4,265	\$ 6,215
Total	\$ 32,007	\$ 42,115
Net	\$ 10,296	\$ (7,315)

*Law Enforcement Torch Run

**Special Olympics Oregon
Washington County Local Program
2008 Budget**

Income		Projected
Donations		\$ 17,220
LETR*		\$ 8,000
Outside Events		\$ 1,500
Special Events		\$ 9,000
Total	\$	35,720

Expenses		Projected
Sports		
Training	\$	9,500
Local competition	\$	1,100
Regional competition	\$	6,900
State competition	\$	20,650
Other competition	\$	-
Administrative	\$	6,335
Total	\$	44,485
Net	\$	(8,765)

*Law Enforcement Torch Run

I N S P I R E G R E A T N E S S



Special Olympics
Oregon

BOARD OF DIRECTORS

August 11, 2008

Jay Ross, Board Chair

President and Chief Executive Officer

NORTH PACIFIC

10200 SW Greenburg Road

Portland, OR 97223

503-872-3717

503-819-5699 (cell)

jross@northpacific.com

Irene M. Barhyte

Assistant Comptroller

OREGON HEALTH and SCIENCE

UNIVERSITY

2525 SW First Avenue, Suite 201

Portland, OR 97201

503-494-7780

503-260-4407 (cell)

barhytei@ohsu.edu

Jack Bradley

2951 NE Edgehill Place

Portland, OR 97212-1651

503-572-3676 (cell)

jackandmichellebradley7@gmail.com

Gary M. Daniels

President and Chief Executive Officer

JOHNSTONE SUPPLY, Inc.

11632 NE Ainsworth Circle

Portland, OR 97220

503-419-9025

503-803-8824 (cell)

gary.daniels@johnstonesupply.com

Jack Folliard

Executive Director

OREGON ATHLETIC OFFICIALS ASSOCIATION

2975 SW Raleighview Drive

Portland, OR 97225

503-975-4488 (cell)

jfolliard@comcast.net

Gerald W. Frank

Post Office Box 2225

Salem, OR 97308

503-585-8411

gerry@teleport.com

Brent Fulps

Vice President of Sales

SUPPLY SOURCE, INC.

2654 N. Marine Drive

Portland, OR 97217

503-286-0002

brent@supplysource.us

Bob Jesenik

Chief Executive Officer

AEQUITAS CAPITAL MANAGEMENT

5300 Meadows Road, Suite 400

Lake Oswego, OR 97035

503 419-3511

bjesenik@aequitascapital.com

Debra McDougald

Special Olympics Athlete

7641 SW Leland Drive

Beaverton, OR 97007

503-642-9516

Gary Paxton

SOOR Local Program Coordinator

7685 Cason Lane

Gladstone, OR 97027

503-656-1811

gpaxton6@comcast.net

Gary Peck

President

THE S GROUP, INC.

308 SW First Avenue, Suite 200

Portland, OR 97204

503-328-0160

gary@the-s-group.com

Erick Petersen

Vice President, Sales & Marketing

PV POWERED

19465 Pond Meadow Avenue

Bend, OR 97702

541-788-0797

ecpetersen@bendbroadband.com

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
2 CUPANIA CIRCLE
MONTEREY PARK, CA 91754

DEPARTMENT OF THE TREASURY

Date: **MAR 11 1993**

Employer Identification Number:
93-0752969

Contact Person:
GAYLE M ADAMS

Contact Telephone Number:
(213) 725-7002

OREGON SPECIAL OLYMPICS INC
3325 NW YEON
PORTLAND, OR 97210-1525

Our Letter Dated:
August 10, 1988

Addendum Applies:
yes

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

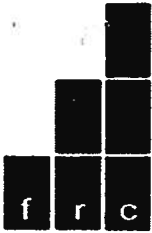
Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

Letter 1050 (DO/CG)



Tigard-Tualatin Family Resource Center
Tigard High School Portable 716
9000 SW Durham Road
Tigard, OR 97224
Phone: 503-603-1585
Fax: 503-431-4097
www.ttfrc.org

Mailing Address:

c/o Durham Center
8040 SW Durham Road
Tigard, OR 97224

September 4, 2008

Ms. Sherilyn Lombos
City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092

**REC'D
CITY OF TUALATIN**

SEP 08 2008

MAYOR _____ COUNCIL _____ POLICE _____ ADM _____
FINANCE _____ COMM DEV _____ LEGAL _____ OPER _____
COMM SVCS _____ ENG & BLDG _____ LIBRARY _____

Dear Ms. Sherylin Lombos,

On behalf of the Tigard-Tualatin Family Resource Center (TTFRC), please accept this proposal for municipal grant funding for 2008-09. TTFRC operates solely on grants and partnerships. The county, the school district, the City of Tualatin and most recently the City of Tigard have all offered a share of their resources to support the Resource Center's efforts, which have continually met desired goals and objectives. All of these entities share ownership of TTFRC's successes.

The Tigard-Tualatin Family Resource Center was located in Tualatin for over 13 years providing services to Tualatin residents. Although the Resource Center moved to a portable located at Tigard High School, services continue to be strong to Tualatin residents. Prior to the Resource Center, many of the services offered by the Center did not exist in the area and were, at best, difficult to access by Tualatin residents. Although it is no longer convenient to walk to the Resource Center from Tualatin, clients continue to access services by phone, car and bus. The Resource Center remains more accessible to Tualatin residents than most other social service agencies in the county. Many services continue to support the Spanish-speaking and low-income families that live in Tualatin. Outreach to the Tualatin community is and will continue to be a high priority.

Because the Tigard-Tualatin Family Resource Center is a collaboration of funding and resources, it cannot function without support from as many sources as possible. Donations have helped cover some operational costs and some are provided in-kind. Please consider the attached proposal and do not hesitate to call me with any questions or comments at 503-603-1588. Thank you so much for your generous support over the past seven years and for considering this current request.

Sincerely,

Catherine West
Director

City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Tigard-Tualatin Family Resource Center

Address: c/o Durham Center, 8040 SW Durham Road

City, State, Zip: Tigard, Oregon 97224

Contact Name: Catherine West

Telephone Number: 503-603-1588

E-Mail Address: cwest@ttsd.k12.or.us

1. Request (express in whole dollar amounts only)

Cash \$ 5,500

In-Kind Services (use of City property, City staff support, \$ etc. Please explain the services requested on a separate sheet)

No services are being requested at this time.

Total Request \$5,500

2. What is this specific request for? If it's a supplement to the general fund budget, please state:

The request is to supplement the grant received by the Washington County Commission on Children & Families in order to fund addition staff hours during the summer and to provide outreach to schools at Back to School nights, Head Start parent meetings and other events. The grant would also be used to supplement donation funds paying for such items as hygiene products, transportation and prescription assistance, parenting class materials, dental clinics, and office supplies not covered by the grant from the Commission on Children & Families.

3. Describe the Agency's mission:

The Tigard-Tualatin Family Resource Center is a school-based family resource center that provides social, health and career services to the community. The Center's mission is to build the community's capacity to support its children and families through pooling resources and coordinating services for children and families at the community level. The Center's goal is to help families become more self-sufficient and to increase successful family relationships to the school district and community.

The Family Resource Center is viewed as a model for assuring families feel comfortable seeking the kinds of information, resources and support services that all citizens need at

various times. It provides service by acting as a connection point for families seeking information, referrals, and on-site social services. It supports families that struggle everyday to provide for basic needs such as food, clothing, dental, medical and mental health needs.

4. What group of citizens in Tualatin does your organization target?

The Tigard-Tualatin Family Resource Center targets Tigard-Tualatin School District families as well as parents with children 0-5 years old that will eventually enter into the school district. The target population within this group is low-income families and others with community resource needs.

4a. What types of services will be provided in the funding request year?

The Tigard-Tualatin Family Resource Center will continue to provide up-to-date and accurate information and referral to community resources, parenting class and Medical Teams International Dental Clinic Coordination, Volunteer-led English class and other skills-based classes coordination, applications for state services such as Food Stamps and the Oregon Health Plan, access to basic-needs items like hygiene products, diapers, school supplies and children's birthday gifts, holiday assistance coordination, basic employment assistance including access to a computer, phone, fax, copy machine and resource materials, and a parenting resource library. The current request of \$5,500 would be used to ensure that these services continue to be provided to low-income Tualatin families.

4b. How many Tualatin residents will be served?

An estimated 1,000 Tualatin families will be served by the Tigard-Tualatin Family Resource Center in the funding request year.

4c. What percentage of your operation is dedicated to service in Tualatin?

Approximately 50% of the Tigard-Tualatin Family Resource Center's operation is dedicated to service in Tualatin.

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

	Received	Requested
Government	This Year 2008	Last Year 2007
City of Tigard	\$5,500	\$5,500
Washington County Commission on Children & Families	\$77,987	\$75,000

6. Please submit the following information with this request:

a. Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.

a. Please see the attached budget.

b. Names, addresses, occupations, and telephone numbers for your Board of Directors.

b. The Tigard-Tualatin Family Resource Center doesn't have an actual Board of Directors but has a regularly convening Steering Committee. Please see attached roster.

c. A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.

c. A copy of the 501(c)(3) equivalency is included.

Tigard-Tualatin Family Resource Center Budget June 2007- July 2008

Major Revenue Sources	Beginning Balance	Major Expenditure Categories	Ending Balance
Washington County Commission on Children & Families	\$75,000	Salaries (\$43,274) Director & Receptionist Fringe benefits (\$27,349) Staff Travel (\$394) Indirect Costs (\$3,631) Office supply (\$352)	\$0
Tigard-Tualatin School District In-kind Contributions	Estimated Value \$44,280	Space/Custodial/Administrative/ Technical Support/ Utilities	\$0
Community Donations	Estimated Value \$14,712	Basic Needs Items: hygiene products, food, clothing and household goods, Funding for Dental Clinics, Holiday Sponsorship, Staff Hours	\$241 (Carryover for Holiday Assistance 2008-9)
City of Tualatin	\$5,500	After-school Activities, 2 Dental Clinics, Volunteer Appreciation Dinner, Transportation Assistance, Staff Hours	\$0
Washington County Parenting Consortium	\$1,800	Parenting Class Coordination	\$0

Tigard-Tualatin Family Resource Center Budget July 2008- June 2009

Major Revenue Sources	Beginning Balance	Major Expenditure Categories	
Washington County Commission on Children & Families	\$ 77,987	Salaries (\$41,943) Director & Receptionist Fringe benefits (\$32,808) Indirect Costs (\$3,236)	
Tigard-Tualatin School District In-kind Contributions	Estimated Value \$46,051	Space/Custodial/Administrative/ Technical Support/ Utilities	
Community Donations	Estimated Value \$586 as of 08/31/08	Basic Needs Items: hygiene products, food, clothing and household goods.	
City of Tigard	\$5,500	Staff time, Operating Costs & Dental Clinics	
Washington County Parenting Consortium	TBD	Parenting Class Coordination	

Tigard-Tualatin Family Resource Center

Steering Committee

Name/ Title	Occupation	Program	Phone	Address (& emails)
Catherine West	Resource Center Director	Tigard-Tualatin Family Resource Center	503-603-1588	c/o Durham Center 8040 SW Durham Road Tigard, OR 97224 cwest@ttsd.k12.or.us
Craig Stonehocker	Pastor	Rivers Edge Church	503-320-0142 503-885-1312	8503 SW Warm Springs St Tualatin, OR 97062-7192 craigs@rivers-edge.org
Jackie Sandquist	Director	PCC Capital Career Center	503-533-2767	18624 NW Walker Road Beaverton, Oregon 97006 jsandqui@pcc.edu
Jennifer Nelson	Director of Alternative Programs	Tigard-Tualatin School District	503-431-4588	8040 SW Durham Road Tigard, OR 97224 jnelson2@ttsd.k12.or.us
Joy Wilson	AmeriCorps Member	Tigard-Tualatin Family Resource Center	503-603-1582	c/o Durham Center 8040 SW Durham Road Tigard, OR 97224 jwilson@ttsd.k12.or.us
Judy McAndrews	Business Member	Oregon Community Credit Union	503-276-3140	11565 SW Durham Rd # 110 Tigard, OR 97224 jmcandrews@oregoncommunitycu.com
Maricarmen Michelsen	Volunteer	Tigard-Tualatin Family Resource Center	503-482-5054	Wilsonville, OR peter1943@comcast.net
TBA	Manager	DHS- Self Sufficiency Tigard Branch	503-598-6280	10777 SW Cascade Blvd., Tigard, OR 97224
Tracy Northfield	Program Coordinator	Commission on Children & Families	503-846-4496	111 SE Washington Street, MS 6 Hillsboro, OR 97123-4029 Tracy_Northfield@co.washington.or.us

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: April 4, 2003

Person to Contact:

**Ms. Regina Parker 31-07403
Customer Service Specialist**

**Toll Free Telephone Number:
8:00 A.M. to 6:30 P.M. EST
877-829-5500**

**Fax Number:
513-263-3756**

**Federal Identification Number:
93-0572833**

**Tigard School District 23J
6960 SW Sandburg St.
Tigard, OR 97223-8039**

Dear Sir or Madam:

This responds to your request dated March 3, 2003, for information concerning your organization's federal tax status.

Our records indicate that your organization may be a governmental instrumentality or political subdivision of a state.

No provision of the Internal Revenue Code imposes a tax on the income of governmental units (such as states and their political subdivisions). Therefore, it has been the position of the Service that income of governmental units is not generally subject to federal income taxation. If, however, an entity is not itself a governmental unit (or an "integral part" thereof), its income will be subject to tax unless an exclusion or exemption applies.

One exclusion is provided by section 115(1) of the Code, which excludes from gross income:

- (A) income derived from the exercise of any essential governmental function, and
- (B) income accruing to a state or political subdivision.

Your organization's income may not be subject to tax, either because the organization is a governmental unit (or an "integral part" thereof), or because the income is excluded under section 115. In addition, your organization may also be eligible to receive charitable contributions, which are deductible for federal income, estate, and gift tax purposes. And, your organization is probably exempt from many federal excise taxes.

Your organization may obtain a letter ruling on its status under section 115, following the procedures specified in Rev. Proc. 2001-1 or its successor.

Your organization may also qualify for exemption from federal income tax as an organization described in section 501(c)(3) of the Code. If the organization is an entity separate from the state, county, or municipal government, and if it does not have powers or purposes inconsistent with exemption (such as the power to tax or to exercise enforcement of regulatory powers), your organization would qualify under section 501(c)(3). To apply for exemption, complete Form 1023 and pay the required user fee.

Tigard School District 23J
93-0572833

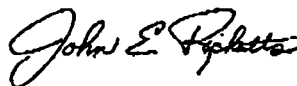
Sometimes governmental units are asked to provide proof of their status as part of a grant application. If your organization is applying for a grant from a private foundation, the foundation may be requesting certain information from your organization because of the restrictions imposed by the Code on such foundations. One such restriction imposes a tax on private foundations that make any "taxable expenditures." Under section 4945(d) and (h) of the Code, "taxable expenditures" include (1) any grant to an organization (unless excepted), unless the foundation exercises "expenditure responsibility" with respect to the grant; and (2) any expenditure for non-charitable purposes. Under section 4942 of the Code, private foundations must also distribute certain amounts for charitable purposes each year--"qualifying distributions"--or incur a tax on the undistributed amount. "Qualifying distributions" include certain amounts paid to accomplish charitable purposes.

Private foundation grants to governmental units for public or charitable purposes are not taxable expenditures under these provisions, regardless of whether the foundation exercises "expenditure responsibility." Under section 53.4945-5(a)(4)(ii) of the Foundation and Excise Tax Regulations, expenditure responsibility is not required for grants for charitable purposes to governmental units (as defined in section 170(c)(1) of the code). Similarly, grants to governmental units for public purposes are "qualifying distributions", under section 53.4942(a)-3(a) of the regulations; and, if they are for charitable purposes, will not be taxable expenditures, under section 53.4945-6(a) of the regulations. Most grants to governmental units will qualify as being for charitable (as well as public) purposes.

Because of these restrictions, some private foundations require grant applicants to submit a letter from the Service determining them to be exempt under section 501(c)(3) and classified as a non-private foundation. Such a letter, or an underlying requirement that a grantee be a public charity, is not legally required to be relieved from the restrictions described above, whether the prospective grantee is a governmental unit and the grant is for qualifying (public or charitable) purposes.

We believe this general information will be of assistance to your organization. This letter, however, is not a ruling and may not be relied on as such. If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services



CITY OF Tualatin
18880 SW Marimazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

REC'D
CITY OF TUALATIN
OCT 02 2008

MAYOR
FINANCE
COUNCIL
COMM DEV
POLICE
LEGAL
ADM
LIBRARY
ENG & BLDG
OPER

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Tualatin Chamber of Commerce
Address: 18791 SW. Marimazzi Ave.
City, State, Zip: Tualatin, Or. 97062
Contact Name: Linda Moholt, CEO.
Telephone Number: 503-692-0780
E-Mail Address: Linda@tualatinchamber.com

1. **Request** (express in whole dollar amounts only)

Cash \$ 5,000.00

In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet) \$ 0

Total Request \$ 5,000.00

2. **What is this specific request for? If it's a supplement to the general fund budget, please state:**

We're asking for this grant to support the purchase of new member software called Chamberware and to begin the design of a new Website.

3. **Describe the Agency's mission:** The mission of the Chamber is to expand and enhance the business climate in the greater Tualatin area. The Chamber helps new and existing businesses to increase their exposure to the community. And, the Chamber serves as an advocate for its members. The Tualatin Chamber is supported primarily by membership dues and income from special events.

4. What group of citizens in Tualatin does your organization target?

Our business community, the tourists who visit our area and community organizations that we connect through business partnerships.

4a. What types of services will be provided in the funding request year?

We offer: networking and marketing services; educational opportunities, both professional & personal; advocacy - we are the voice of the business community; Community services - we connect businesses with local non-profits to benefit both; Tourist Information.

4b. How many Tualatin residents will be served?

- We have 306 Chamber members for a total of 11,000 employ
- Over 1000 tourists visit our office each year.

4c. What percentage of your operation is dedicated to service in Tualatin?

• 100%.

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

Government	Received Last Year	Requested This Year
WASH. CO VISITORS ASSOC.	\$ 3,000.	\$ 5,000.
CHAMBERS OF COMMERCE	\$	\$
	\$	\$

6. Please submit the following information with this request:

- Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
- Names, addresses, occupations, and telephone numbers for your Board of Directors.
- A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.

Note - Our Board President, Cheryl Dorman, is on vacation.
Budget Information will be available upon her return.

- Staff - 2 FTE / office
2 PTE / Shuttle

Director	email	Telephone	Address	Occupation
Linda Moholt	Lindamoholt@msn.com	503-869-0901	19181 SW 55th Ct., Tualatin, OR. 97062	CEO, Tualatin Chamber
Cheryl Dorman	DormanC@wcb.com	503-799-4145	28668 SW Glenwood Ct., Wilsonville, OR	VP West Coast Bank
Bob Harding	robert.harding@thetightbank.com	503-350-1205	7111 SW Nyberg St., Tualatin, OR	VP Pacific Continental Bank
Bob Dye	rdye@bridgeportcenters.com	503-207-5867	7455 SW Bridgeport Road, Suite 205, Tigard	GM Bridgeport Village
Terri Ward	teri@terriwardcpa.com	503-692-1939	18773 SW Martinazzi #200, Tualatin, OR	Owner, The Ward Group
Christine Moore	cmoore@commnewspapers.com	503-684-0360	6605 SE Lake Rd, Milwaukie, OR. 97062	Community Newspapers
Bill Phillips	billphillips5@comcast.net	503-691-9700	8245 SW Tualatin-Sherwood Rd., Tualatin, OR	Remax Equity Group
Robert Knight	robert.knight@expresspros.com	503-612-1800	19407 Martinazzi Ave., Tualatin, OR 97062	Express Employment Professionals
Ryan Miller	rmiller@millersince1886.com	503-783-7044	7995 SW Seneca, Tualatin, OR 97062	Miller Insurance
Sue Ellison	sellison@lhs.org	503-692-1212	19300 SW 65th Ave., Tualatin, OR 97062	Legacy Meridian Park Hospital
Sherilyn Lombos	slombos@ci.tualatin.or.us	503-691-3011	18880 SW Martinazzi Ave., Tualatin, OR	Tualatin City Manager
Lou Ogden	lou.ogden@juno.com	503-692-0163	21040 SW 90th Ave., Tualatin, OR 97062	Tualatin City Mayor

Tualatin Chamber of Commerce
Profit & Loss
 January - August, 2008

	Total
Income	
50/50 Drawing	1,138.17
Celebrate Tualatin	4,490.74
Chamber Merchandise Sales	389.00
Clerical Fee	105.00
Crawdaddy Open	24,180.00
Crawfish Festival	(8,140.20)
Admission Gate	14,399.44
Crawfish Patrons	275.00
Events	1,770.00
Merchandise Sales	3,488.08
Scrlp Sales	10,831.99
Sponsors	42,850.00
Vendors	12,751.96
Washington Co Grant Money	8,513.00
Total Crawfish Festival	86,739.27
Discounts given	0.00
Holiday Auction	363.50
Interest Income	201.79
Mailing Lists & Labels	40.00
Marketing Sponsorships	80.00
Member Connection	25.00
Miscellaneous Income	225.00
Monthly Luncheon Income	7,113.00
New Membership Dues	12,515.38
Newsletter Advertising	3,087.18
Relocation Packet Sponsors	150.00
Renewal Membership Dues	64,419.00
Sponsorship	750.00
TMA Income	
Shuttle Mgmt Fee	3,201.61
TMA Reimbursements	32,016.23
Total TMA Income	35,217.84
Total Income	\$241,229.87
Expenses	
Bank Charges/Merchant Fees	1,310.47
Celebrate Tualatin Expenses	735.77
Chamber Merchandise	760.00
Marketing	394.00
Total Chamber Merchandise	1,154.00
Conferences and Meetings	2,164.31
Crawdaddy Open Expenses	12,584.50
Crawfish Festival Expenses	0.00
Advertising/Promotional	9,201.25
Concession Script Payment	2,797.20
Cook-Off Script Payment	3,012.90
Entertainment Expense	13,330.00
Event Expense	836.65
Insurance	2,250.00

	Total
Merchandise	3,104.93
Other Miscellaneous Expense	1,231.36
Planning & Administration	27,516.00
Signage and Printing Expense	1,093.00
Site Expenses	4,583.38
Supplies & Materials	2,666.70
Website Expense	1,668.75
Total Crawfish Festival Expenses	73,292.12
Dues & Subscriptions	838.84
Equipment Leases & Rentals	1,848.42
Insurance	552.68
Late Fees/ Interest	1,386.45
Miscellaneous Events Expenses	8.47
Miscellaneous Expenses	356.94
Monthly Luncheon Expenses	4,019.95
Newsletter Production	7,624.71
Newspaper Advertising	1,683.95
Office Supplies	2,185.51
Postage and Delivery	2,435.38
Printing and Reproduction	2,035.97
Professional Fees	352.45
Rent	9,861.00
Repair & Maintenance	54.95
Office Cleaning	725.00
Total Repair & Maintenance	779.95
Salary & Employee Benefits	
Employment Benefits	
Health Insurance	4,100.16
Total Employment Benefits	4,100.16
Payroll Tax Expense	5,909.83
Wages	52,447.99
Total Salary & Employee Benefits	62,457.98
Taxes and Licenses	461.38
Telephone	3,738.62
TMA Expenses	
Fuel Expense	7,493.14
Interest/Finance Charges	35.47
Miscellaneous TMA Expenses	50.00
Payroll Expense	
Payroll Tax Expenses	1,886.57
Wages	15,972.25
Total Payroll Expense	17,858.82
Shuttle Lease	10,600.00
Telephone	208.61
Workers Comp - TMA	1,450.96
Total TMA Expenses	37,697.00
Travel, Meals & Entertainment	
Lodging	283.80
Meals and Entertainment	172.71
Travel / Mileage	166.20
Total Travel, Meals & Entertainment	622.71
Website	612.50

	Total
Total Expenses	\$232,802.03
Net Operating Income	\$8,427.84
Net Income	\$8,427.84

Thursday, Oct 02, 2008 11:59:50 AM PDT GMT-7 - Accrual Basis

Tualatin Chamber of Commerce
Balance Sheet
 As of August 31, 2008

	Total
ASSETS	
Current Assets	
Bank Accounts	
Chamber Checking-PCB	2,074.52
Chamber Money Market-PCB	1,296.71
Crawfish Festival-PCB	2,878.31
Petty Cash	249.00
Reserve Fund CD-WCB	0.00
Total Bank Accounts	\$6,498.54
Accounts Receivable	
Accounts Receivable	18,243.72
Total Accounts Receivable	\$18,243.72
Other Current Assets	
Crawfish Inventory	377.00
Prepaid Rent	1,275.00
Undeposited Funds	0.00
Total Other Current Assets	\$1,652.00
Total Current Assets	\$26,394.26
Fixed Assets	
Accumulated Depreciation	(22,243.03)
Fixed Assets	25,592.92
Total Fixed Assets	\$3,349.89
Other Assets	
Organizational Costs	110.00
Total Other Assets	\$110.00
TOTAL ASSETS	\$29,854.15
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	17,212.56
Total Accounts Payable	\$17,212.56
Other Current Liabilities	
Payroll Liabilities	0.00
Federal Payroll Liabilities	1,914.46
Oregon Payroll Liabilities	430.16
Total Payroll Liabilities	2,344.62
Total Other Current Liabilities	\$2,344.62
Total Current Liabilities	\$19,557.18
Long Term Liabilities	
PCB-Line of Credit	0.00
Total Long Term Liabilities	\$0.00
Total Liabilities	\$19,557.18
Equity	

	Total
Retained Earnings	1,869.13
Net Income	8,427.84
Total Equity	\$10,296.97
TOTAL LIABILITIES AND EQUITY	\$29,854.15

Thursday, Oct 02, 2008 12:01:44 PM PDT GMT-7 - Accrual Basis



City of Tualatin
18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

REC'D
CITY OF TUALATIN

SEP 11 2008

MAYOR _____ COUNCIL _____ POLICE _____ ADM _____
FINANCE _____ COMM DEV _____ LEGAL _____ OPER _____
COMM SVCS _____ ENG & BLDG _____ LIBRARY _____

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Tualatin Fastpitch Softball Association

Address: 10480 SW Gardner CT

City, State, Zip: Tualatin, OR 97062

Contact Name: Scott Hunsdon

Telephone Number: 503-691-0399

E-Mail Address: shunsdon@sterling.net

1. **Request** (express in whole dollar amounts only)

Cash \$1,500

In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet) \$0

Total Request \$1,500

2. **What is this specific request for? If it's a supplement to the general fund budget, please state:**

To support girls youth softball from ages 5 to 18. Provide equipment, uniforms, sponsorships (for needy families) to provide all girls in the Tualatin community a chance to play. This season we are focusing efforts to encourage Hispanic girls / family's to participate in this great game.

3. Describe the Agency's mission:

To provide a comprehensive, recreation and competitive fastpitch softball program in the Tualatin, Oregon community. The association will offer all eligible participants in the community an experience in fastpitch softball through tournaments and other play as available to each team. The development of basic fundamental and comprehensive softball skills supported by quality coaching, teaching the highest principles of sportsmanship and fair play, and ensuring an overall positive experience for all participants are guiding principles of the organization.

4. What group of citizens in Tualatin does your organization target?

Girls ages 5 to 18. This year we are going to make an effort to expand softball into the Hispanic community. Signs, flyers etc in Spanish will be needed.

4a. What types of services will be provided in the funding request year?

See answer to question 3.

4b. How many Tualatin residents will be served?

We are preparing to support between 10 and 15 teams. Given that each team typically has between 10 and 12 players that would be between 100 - 180 girls.

4c. What percentage of your operation is dedicated to service in Tualatin?

We are a Tualatin based association and have been supporting softball in the Tualatin community since 2003. Our goal is to provide girls in Tualatin a place to play softball from age 5 to 18.

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

Government	Received Last Year	Requested This Year
	\$	\$
	\$	\$
	\$	\$

6. Please submit the following information with this request:
- a. Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.

Find attached our 2008 Budget. For 2008 – 2009 it is expected to increase as we expand into the Hispanic community but the categories will be the same.

- b. Names, addresses, occupations, and telephone numbers for your Board of Directors.

Board of Directors:

**Scott Hunsdon – President – VP Regional Sales Manager – 503-691-0399
10480 SW Gardner Ct**

**Mike Dempster – Vice President – IT System Manager /Accountant – 503-730-29156
22830 SW Mandan Dr**

**Bill Holmes – Vice President – Managing Partner CPA Firm – 503-970-8359
22250 SW Miami**

Bob Brown – Secretary – Senior Software Engineer – 503-692-4461

Pat Brown – Treasurer – CFO – 503-692-4461

- c. A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.
- Attached

TFSA Consolidated
2008 Financial Activity

Balance, 12/31/2007 \$1,501.79

Receipts:

Registration	7,497.00
Fallball	
Fundraising	10,755.89
Sponsors/Donations	4,620.00
Associate Teams	-
Interest	23.85
Other	2,152.00

Total deposits 25,048.74

Disbursements:

Tournaments	4,510.00
Fallball	-
Equipment	2,883.25
Fallball	-
Fundraising	-
Workouts & coaching	350.00
Other*	17,086.45

Total disbursements 24,829.70

Balance, 7/31/2008 \$1,720.83

Other:

Rostering	414.50
Fallball	
Gym fees	611.00
Coaches Clinic	
Oregon Annual fee	50.00
Travel/Meals	15,962.11
Umpire fees	-
OR Tax return	10.00
Misc	38.84
Total	<u><u>17,086.45</u></u>

Check register - 20078

12/31/07 Checking Account Balances

\$ 1,501.79 \$ 593.30 \$ 801.53 \$ 106.96

Date	Check #	Vendor	Item	Amount	Xtreme	Fury	Association	Umpire/ Tournaments	Equipment	Fund Raising	Other	2008 Receipts	Payer	Fund raising	Sponsor/ Donations	Other
11-Jan	Deposit	Xtreme	Fundraising	1,013.64	1,013.64											
24-Jan	1329	Scott Hunston	Tourney, equipment	(696.00)	(696.00)											
30-Jan	Deposit	Xtreme	Sponsor, fundraising	3,923.00	3,923.00											
31-Jan	Interest	January		0.48			0.48									
31-Jan	Transfer	TFSA Fees														
11-Feb	1330	VOID														
11-Feb	1331	Scott Hunston	Pitching, concert	(650.00)	(650.00)											
11-Feb	1332	Scott Hunston	Equipment	(163.00)												
12-Feb	Deposit	Xtreme	Sponsor, fundraising	4,161.95	4,161.95											
12-Feb	Deposit	Corporate	Tuition donation	1,000.00			1,000.00									
29-Feb	Deposit	Xtreme	Sponsor, fundraising	345.00	345.00											
29-Feb	1333	Secretary of State	Corporation fee	(50.00)			(50.00)									
29-Feb	Interest	February		3.23			3.23									
1-Mar	1334	Scott Hunston	Travel, equip, hitting	(1,116.00)	(1,116.00)											
10-Mar	Deposit	Xtreme	Sponsor, fundraising	1,801.00	1,801.00											
20-Mar	1335	Scott Hunston	Fees	1,717.00		1,717.00										
20-Mar	1336	Scott Hunston	Tourney, ASA Reg, Misc	(1,186.50)	(1,186.50)											
20-Mar	Deposit	Xtreme	Sponsor, fundraising	630.00	630.00											
31-Mar	Interest	March		4.80			4.80									
30-Apr	1336	Blue Chip Invite	Tourney	(450.00)		(450.00)										
30-Apr	Interest	April		4.36			4.36									
3-May	1337	Scott Hunston	Equipment, ASA Reg	(1,793.50)	(1,540.50)											
5-May	Deposit	Xtreme	Fees, Airfare dep	4,739.30	4,739.30											
10-May	1338	TTSD	Gym fees	(811.00)	(562.00)											
10-May	Deposit	Fury	Fees	345.00		345.00										
11-May	1339	Oregon Dept of Justice	Tax return	(10.00)			(10.00)									
30-May	Deposit	Xtreme	Fees, Airfare dep	2,889.00	2,889.00											
30-May	1340	Oregon Parkers 16U	Tourney	(375.00)		(375.00)										
30-May	1341	Hillside Parks & Rec	Tourney	(250.00)		(250.00)										
30-May	1342	Arcata Softball	Tourney	(325.00)		(325.00)										
15-Jun	1343	Scott Hunston	Airfare, Tourney, Etc	(8,431.29)	(8,431.29)											
15-Jun	1344	Chandler's Team Sports	Equipment	(696.15)		(696.15)										
15-Jun	Interest	May		4.88			4.88									
18-Jun	Deposit	Xtreme	Player fees	1,050.00	1,050.00											
18-Jun	Deposit	Fury	Player fees	250.00		250.00										
18-Jun	1345	Black Tomato Feedpitch	State Tourney	(375.00)		(375.00)										
18-Jun	Transfer	Scholarship (Tunahan Ch)	K Stimpson		425.00		(425.00)									
19-Jul	1346	PhUSA	Tourney	(550.00)		(550.00)										
19-Jul	Deposit	Fury	Fees	860.00		860.00										
20-Jul	1347	Scott Hunston	CO reimbursement	(7,394.69)		(7,394.69)										
31-Jul	1348	Steve Larum	Fury reimbursement	(38.00)		(38.00)										
31-Jul	Deposit	Xtreme	Player fees	300.00	300.00											
1-Aug	Interest	June		4.91			4.91									

Transfer to savings

37.56 (488.15) 140.85 384.86

(1,000.00) (1,000.00) (1,000.00)

Savings

539.35 105.15 942.38 (508.16)

1,161.48 1,161.48

Net Assets

1,720.63 105.15 942.38 673.30

Check total - activity 37.56

Check total - balances 1,720.63

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL - 2 2003

TUALATIN FASTPITCH SOFTBALL
ASSOCIATION
22830 SW MANDAN DR
TUALATIN, OR 97062

Employer Identification Number:
80-0027774
DLN:
17053064019003
Contact Person:
MRS. M. TAYLOR ID# 52449
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Form 990 Required:
Yes
Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(2) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the

Letter 947 (DO/CG)

TUALATIN FASTPITCH SOFTBALL

part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(2) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

TUALATIN FASTPITCH SOFTBALL

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are expended only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), there should be evidence that the funds will remain dedicated to the required purposes and that they will be used for those purposes by the recipient.


If distributions are made to individuals, case histories regarding the recipients should be kept showing names, addresses, purposes of awards, manner of selection, relationship (if any) to members, officers, trustees or donors of funds to you, so that any and all distributions made to individuals can be substantiated upon request by the Internal Revenue Service. (Revenue Ruling 56-304, C.B. 1956-2, page 306.)

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,


Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Enclosure(s):

Letter 947 (DO/CG)



CITY OF Tualatin
18880 SW Marimazzi Avenue
Tualatin, Oregon 97062-7092
Fax 503.692.2000

**REC'D
CITY OF TUALATIN**
OCT 02 2008
MAYOR COUNCIL POLICE ADM
FINANCE COMDEV LEGAL OPER
COMMSVCS ENG&EDG LIBRARY

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Tualatin School House Pantry
Address: P.O. Box 248, Tualatin, Or. 97062
City, State, Zip: Street: 19945 SW. Boones Ferry Rd., Tualatin, Or. 97062
Contact Name: Board President: Mike Sluffer
Telephone Number: # 503 - 349 - 2358
E-Mail Address: mike @ schoolhouse pantry - org

1. **Request (express in whole dollar amounts only)**

Cash	\$ 5.0
In-Kind Services (Use of City property, City staff support, etc. Please explain the services requested on a separate sheet)	\$ 0
Total Request	\$ 5.0

2. **What is this specific request for? If it's a supplement to the general fund budget, please state:**

It will be used towards our general budget to buy fresh milk weekly for our families.

3. **Describe the Agency's mission:**

We are a member of the Oregon Food Bank and share their mission to eliminate hunger and its root causes because "no one should go hungry."

4. What group of citizens in Tualatin does your organization target?

Low income families. 46% are children

4a. What types of services will be provided in the funding request year?

Primarily, we're an emergency food bank. We also sponsor Medical Teams Intl. Mobile Dental Vans once a month and offer a small "go to work" clothing closet along

4b. How many Tualatin residents will be served? With referral desk.

- We served an average of 304 families or 1172 people per month in 2007.
- We are serving an average of 316 families or 1415 people per month in 2008.

4c. What percentage of your operation is dedicated to service in Tualatin?

100% of our families are from the Tualatin/Durham area.

5. If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:

Government	Received Last Year	Requested This Year
	\$ Ø	\$ Ø
	\$	\$
	\$	\$

6. Please submit the following information with this request:

- Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
- Names, addresses, occupations, and telephone numbers for your Board of Directors.
- ✓ c. A copy of your 501(c)(3) certification. If not available, or you are not a certified non-profit, please explain.

Director	email	Telephone	Address	Occupation
Cheryl Dorman	DormanC@wcb.com	503-799-4145	28668 SW Glenwood Ct., Wilsonville 97070	VP West Coast Bank
Eileen Eakins	eileen@eakinslaw.com	503-929-2401	4248 SW Glenwood St. # 3 Lake Oswego 97035	Attorney
Laura Hundtoft	laura@suite61.com	971-409-7489	21895 SW Martinazzi Ave., Tualatin, OR	Merchandiser
Laura Spurrell	dandyion7@earthlink.net	503-692-7034	10320 SW Paulina Dr., Tualatin, OR 97062	Retired Volunteer
Linda Moholt	Lindamoholt@msn.com	503-869-0901	19181 SW 55th Ct., Tualatin, OR 97062	CEO, Tualatin Chamber
Matt Bratschi	mdbratschi@aol.com		16114 SW 108th, #26, Tigard, OR. 97224	Owner, PR Company
Mike Shiffer	mike.shiffer@verizon.net	503-349-2358	9563 SW Siuslaw, Tualatin, OR. 97062	Project Mgr. Pacific Crest
Mike Weaver	MikeWeaver@weavertech.com	503-804-2020	10630 SW Meier Dr., Tualatin, OR. 97062	Owner, Weaver Tech.
Shirley Johnson	sj7551@comcast.net.	503-522-4995	17930 SW Yaquina Ct., Tualatin, OR. 97062	Retired Volunteer
Ted Weitman	tntweitman@comcast.net	503-617-0002	10666 SW Bannoch St. Tualatin, OR. 97062	Retired Volunteer

Part IX, 23 Other Expenses *As of May '08*

EXPENSE		2008 Actual YTD	2007 Actual	2006 Actual	2005 Actual
8112	OFB Share costs	\$4,306	\$6,346	\$4,975	\$6,605
8114	Milk purchase	\$4,400	\$8,927	\$4,402	\$1,465
8115	Egg purchase	\$0	\$419	\$0	\$748
8116	Other food purchase	\$103	\$92	\$2,943	\$300
8117	Holiday turkeys	\$0	\$1,818	\$0	\$0
TOTAL FOOD PURCHASE EXPENSE					
8110	Supplies	\$4	\$454	\$207	\$0
8118	Bottled water	\$231	\$403	\$0	\$0
8150	Birthday bags	\$0	\$30	\$108	\$0
8170	Printing and copying	\$0	\$0	\$233	\$0
8122	Volunteer mileage	\$750	\$1,793	\$2,126	\$1,960
8165	Computer equipment & supplies	\$476	\$0	\$0	\$0
TOTAL PANTRY OPERATIONS					
8126	Dental van	\$900	\$1,500	\$1,800	\$0
TOTAL NON PANTRY OPERATIONS					
8155	Equipment	\$361	\$2,890	\$2,783	\$574
8320	Meeting expense	\$0	\$69	\$0	\$0
8530	Membership dues (Chamber)	\$0	\$280	\$0	\$0
8560	web site development	\$1,000	\$0	\$0	\$0
8570	Advertising	\$0	\$61	\$0	\$0
8670	Corporate expense	\$0	\$130	\$0	\$0
8700	Credit card setup	\$149	\$0	\$0	\$0
8124	Banking fees	\$10	\$52	\$56	\$59
8130	Telephone and internet hosting, garbage	\$174	\$682	\$215	\$72
	Volunteer recognition				
8140	Postage and shipping	\$96	\$0	\$0	\$0
8710	Merchant credit card fees	\$75	\$0	\$0	\$0
8191	Board expense	\$98	\$0	\$0	\$0
8192	Other expense	\$108	\$411	\$675	\$700
8180	Accounting software	\$0	\$0	\$290	\$0
TOTAL ADMINISTRATION EXPENSE					
	TOTAL EXPENSE	\$13,241	\$26,357	\$20,813	\$12,483
	Less acct 8130	\$174	\$682	\$215	\$72
LINE 23 EXPENSE		\$13,067	\$25,675	\$20,598	\$12,411


Washington County
HISTORICAL SOCIETY & MUSEUM

REC'D
CITY OF TUALATIN

SEP 19 2008

MAYOR _____ COUNCIL _____ POLICE _____ ADM _____
FINANCE _____ COMM DEV _____ LEGAL _____ OPER _____
COMM SVCS _____ ENG & BLDG _____ LIBRARY _____

September 15, 2008

City of Tualatin Administration
Attn: Grant Request
18880 SW Martinazzi Ave.
Tualatin, OR 97062

Dear Friends at the City of Tualatin,

It is a privilege to ask The City of Tualatin for a contribution of \$2,500 to provide educational history presentations to children in schools and community centers in Tualatin. These presentations, to be offered through the Museum's flagship *Mobile Museum* will help youngsters learn about the past by bringing alive the stories of the area's earliest residents. A grant from The City of Tualatin will provide 16 presentations to over 400 children beginning in the fall of 2008.

The *Mobile Museum* is a unique way for young people to learn about the past by focusing on the lives of people who made their lives on the same land over a century ago. Museum educators use authentic artifacts to bring alive the stories of how the county's earliest residents-- Native Americans, European settlers, trappers and traders, farmers and loggers--survived and settled in this new land. Targeted to 1st-8th graders, *Mobile Museum* presentations are designed to engage children in learning about their heritage through interactive presentations and by examining objects at close range.

The *Mobile Museum* offers exciting learning opportunities that encourage critical thinking, are grounded upon sound historical research, are supported by authentic artifacts or faithful replicas, and meet Oregon Education standards and benchmarks. The *Mobile Museum* exposes students to information and hands-on activities not available in the classroom. Students also gain valuable experience by working cooperatively in a group as they learn how the area's earliest residents lived. This hands-on, user-friendly approach creates an environment that supports teamwork and helps improve absorption and retention of historical facts, dates and details.

We appreciate the opportunity to request these important funds. Please contact me if you need additional information.

Sincerely,



Clarinda Hanson White
Development Manager & Project Contact
clarindahansonwhite@comcast.net
503-645-5353 museum; 503-629-7094 direct; 503-645-5650 (fax)
Federal Tax ID Number: 93-6031454



City of Tualatin

18880 SW Martinazzi Avenue
Tualatin, Oregon 97062-7092
Main 503.692.2000

FY 2008-2009 FUNDING REQUEST

Please complete all sections of this application. You must use one application per program/request. If there is confidential information that you do not wish to be part of a public record, please supply that information on a separate sheet and city staff will review the information and keep it confidential. If you have any questions call Maureen Smith, City of Tualatin, at 503.691.3011. Applications are due by 5:00 p.m. on Friday, September 19, 2008.

Agency Name: Washington County Historical Society

Address: 17677 NW Springville Road

City, State, Zip: Portland, OR 97229

Contact Name: Clarinda Hanson White

Telephone Number: 503-645-5353

Email Address: clarindahansonwhite@comcast.net

1. Request (express in whole dollar amounts only)

Cash	\$ 2,500
In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet)	\$
Total Request	\$ 2,500

2. What is this specific request for? If it's a supplement to the general fund budget, please state:

This request will help fund 16 Mobile Museum interactive presentations for Tualatin schools and community centers during 2008-09. The *Mobile Museum* is a unique way for young people to learn about the past by focusing on the lives of people who made their lives on the same land over a century ago. Museum educators use authentic artifacts to bring alive the stories of how the county's earliest residents-- Native Americans, European settlers, trappers and traders, farmers and loggers--survived and settled in this new land. Targeted to 1st-8th graders, *Mobile Museum* presentations offers exciting learning opportunities that encourage critical thinking, are grounded upon sound historical research, and meet Oregon Education standards and benchmarks.

3. Describe the Agency's mission:

As the Historian of Washington County, the Museum preserves and interprets county history, creates knowledge of the past, links it to an enhanced understanding of the present, and presents it in diverse educational formats.

4. **What group of citizens in Tualatin does your organization target?** Our programs benefit families, seniors, young people and businesses in Tualatin. The Museum's collections (40,000+ objects) are a first-hand witness to changes in lifestyles and economies, documenting how residents have participated in events affecting Oregon and the nation. Outstanding educational outreach programs serve as a primary resource for teachers and students, and the Museum's flagship *Mobile Museum* now acquaints over 10,000 1st-8th graders annually with their local heritage through discovery-based learning at their school. *Scout Saturdays* helps over 700 children each year earn badges. The *Crossroads Lecture Series* provides monthly speakers on local history topics. The research library is popular with researchers who have discovered the large collection of photograph, maps, books and manuscripts. The archives are used by family genealogists, authors, historians, property developers and many others. The Museum's exhibits bring objects to life for today's residents to learn from and cherish the riches of the past. Recent exhibits include those documenting the timber industry and high tech pioneers. The restored Old County Log Jail is supported by the exhibit *Doing Time: Then and Now*, and the Museum's most recent signature exhibit on the Kalapuya has traveled through the County, viewed by an estimated 500,000 people.

4a. **What types of services will be provided in the funding request year?** A total of 16 Mobile Museum presentations will expose students to information and hands-on activities not available in the classroom. During the 2008-09 academic year, we will offer seven different presentations: 1) **Atfalati**: children explore the lives of indigenous people of the Tualatin Valley, the Atfalati branch of the Kalapuya tribe, 2) **Mountain Men, Trappers & Traders**: in full mountain man regalia, the presenter describes early days of the Oregon Territory and how men and women survived using their wits and weapons, 3) **On the Oregon Trail**: children join a family as they travel the Oregon Trail in 1854, 4) **Pioneer Life**: students engage in the daily life of settler families, 5) **School Days**: gives the realities and rules of attending school in 1872 in a one-room schoolhouse, 6) **Journey with Lewis & Clark**: demonstrates how Northwest Indians helped explorers use native flora and fauna to help the expedition succeed; and 7) **Chinook: Master Traders of the Northwest**. Students will gain valuable experience by working cooperatively in a group as they learn how the area's earliest residents lived. This hands-on, user-friendly approach creates an environment that supports teamwork and helps improve absorption and retention of historical facts, dates and details. The Washington County Historical Society works closely with local and private educators, parks, local history groups, agencies and libraries to assure that the Mobile Museum presentations provide an exciting opportunity to acquaint students at an early age with a love for history and for lifelong learning.

4b **How many Tualatin residents will be served?** 16 presentations will serve 400 Tualatin residents.

4c. **What percentage of your operation is dedicated to service in Tualatin?** The value of these Mobile Museum presentations is \$3,400 per year. Along with the value of Scout Saturdays programs offered to Tualatin Girl and Boy Scout groups, 8% of the Museum's annual Education budget is dedicated to Tualatin. The percentage of collections activities dedicated to Tualatin is 5%. It is difficult to estimate the percentage of Tualatin residents who use our research library and archives, or who attend our traveling exhibits.

5. **If you are requesting funds from Tualatin and other governments in Oregon, please list them and show the amounts received/requested:**

Government	Received Last Year	Requested This Year
Washington County	\$27,663.00 – 07/30/08	Washington Co. - \$108,156 annually
Washington County	\$26,831.25 – 04/08/08	City of Hillsboro - \$ 8,445 annually
Washington County	\$26,831.25 – 01/03/08	City of Beaverton - \$ 8,427 annually
Washington County	\$26,831.25 – 09/25/07	City of Forest Grov - \$ 2,000 projected
Washington County	\$26,831.25 – 07/01/07	City of Tigard - \$ 2,000 projected
Washington County	\$27,545.00 – 06/04/07	
Washington County	\$19,113.00 – 01/04/07	
Washington County	\$19,113.00 – 12/21/06	
Washington County	\$19,113.00 - 09/28/06	
Washington County	\$19,113.00 - 07/15/06	
Washington County	\$18,556.25 - 04/10/06	
Washington County	\$18,556.25 - 01/06/06	
City of Hillsboro	\$35,000.00 - 01/24/08	
City of Hillsboro	\$ 8,445.00 - 01/24/08	
City of Hillsboro	\$ 8,444.50 – 02/17/07	
City of Beaverton	\$ 8,427.00 – 03/28/08	
City of Beaverton	\$ 8,310.00 - 12/15/06	

- 6. Please submit the following information with this request:**
- a. Detailed budget, including FY 2007-08 actual expenditures and FY 2008-09 Adopted Budget. The Budget should identify beginning and ending balances, major revenue sources major expenditure categories, and number of authorized positions.**
 - b. Names, addresses, occupations & telephone numbers for Board of Directors.**
 - c. A copy of your 501(c)(3) certification. If not available, or not a certified non-profit, please explain.**

5:09 PM
09/15/08
Accrual Basis

Washington County Historical Society
Profit & Loss
July 2007 through June 2008

Jul '07 - Jun 08

Ordinary Income/Expense

Income

4-1000 · Government	124,197.00
4-2000 · Contributions and Fund-Raising	95,212.50
4-3000 · Program Fees and Registrations	14,918.74
4-4000 · Sales Income	6,076.76
4-5000 · Investment Income	13,303.86
4-9000 · Restricted Income	71,065.00
4-9900 · Capital Campaign	145,091.00
4-7000 · In Kind Contribution	262,370.39

Total Income 732,235.25

Expense

6-2460 · Interest Expense	7,429.24
6-1000 · Personnel Expense	195,156.70 *
6-2001 · Advertising and Marketing	2,268.40
6-2002 · Bank Charges & CC Processing	2,791.83
6-2600 · Cost of Items for Resale	2,052.67
6-2530 · Custodial Services	2,125.00
6-2210 · Dues & Subscriptions	1,531.56
6-2100 · Depreciation Expense	22,548.00
6-2212 · Equipment Rental	668.00
6-5000 · Fundraising Expense	48,078.78
6-2400 · Insurance	9,623.88
6-2480 · Licenses & Fees	316.00
6-2490 · Materials and Supplies	3,433.60
6-2450 · Mileage reimbursement / Travel	3,066.12
6-2484 · Office Supplies	10,751.16
6-2320 · Postage and Shipping	5,906.46
6-2330 · Printing and Reproduction	21,049.88
6-3000 · Program Costs	5,502.04
6-2500 · Professional Fees	111,360.27
6-2650 · Rent - Storage Unit	2,054.00
6-2610 · Repair and Maintenance	2,049.03
6-2800 · Telephone	4,384.19
6-2820 · Utilities	9,721.37

Total Expense 473,868.18

Net Ordinary Income 258,367.07

* 3 Full time staff
3 Part time staff

5:09 PM
09/15/08
Accrual Basis

Washington County Historical Society
Profit & Loss
July 2007 through June 2008

	<u>Jul '07 - Jun 08</u>
Other Income/Expense	
Other Expense	
9-1194 · Exh - Kalapuya	27,221.84
9-1100 · Architecture & Engineering	10,715.97
9-1199 · Construction Costs - Non-KHI	25,340.47
9-1200 · Construction Costs - KHI	555,646.56
9-9999 · Transfer to T/R Net Asset	-284,140.50
Total Other Expense	<u>334,784.34</u>
Net Other Income	<u>-334,784.34</u>
Net Income	<u><u>-76,417.27</u></u>

5:09 PM
09/15/08
Accrual Basis

Washington County Historical Society
Balance Sheet
As of June 30, 2008

	<u>Jun 30, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
1-1000 · Unrestricted Cash Accounts	26,285.45
1-2000 · Restricted Cash Accounts	<u>30,876.78</u>
Total Checking/Savings	57,162.23
Accounts Receivable	
1-1240 · Make-over Pledges Receivable	234,950.00
1-1250 · Accounts Rec/Pledges	<u>5,150.00</u>
Total Accounts Receivable	240,100.00
Other Current Assets	
1-1400 · Inventories	<u>25,106.10</u>
Total Other Current Assets	<u>25,106.10</u>
Total Current Assets	322,368.33
Fixed Assets	
1-4000 · Collections	128,035.05
1-2100 · Property and equipment	556,838.95
1-2200 · Accum Depreciation	<u>-181,305.12</u>
Total Fixed Assets	<u>503,568.88</u>
TOTAL ASSETS	<u><u>825,937.21</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	<u>34,998.73</u>
Total Accounts Payable	34,998.73
Credit Cards	
BOW 0779 - SB	235.21
BOW 0671 - CW	697.87
BOW 9294 - WH	236.44
BOW 2571 - JK	784.30
BOW 7636 - MG	<u>2,586.65</u>
Total Credit Cards	<u>4,540.47</u>

5:09 PM
09/15/08
Accrual Basis

Washington County Historical Society
Balance Sheet
As of June 30, 2008

	<u>Jun 30, 08</u>
Other Current Liabilities	
2-4500 · LOC 1050323712	94,377.71
2-5000 · Unearned Income	<u>21,730.00</u>
Total Other Current Liabilities	<u>116,107.71</u>
Total Current Liabilities	<u>155,646.91</u>
Total Liabilities	155,646.91
Equity	
3-1000 · Restricted Net Assets	265,826.78
3-8000 · Unrestricted Net Assets	25,942.04
3-9000 · Retained Earnings	454,938.75
Net Income	<u>-76,417.27</u>
Total Equity	<u>670,290.30</u>
TOTAL LIABILITIES & EQUITY	<u><u>825,937.21</u></u>

5:10 PM
09/15/08
Accrual Basis

Washington County Historical Society
Profit & Loss Budget Overview
July 2008 through June 2009

	<u>Jul '08 - Jun 09</u>
Ordinary Income/Expense	
Income	
4-1000 · Government	124,712.60
4-2000 · Contributions and Fund-Raising	195,292.00
4-3000 · Program Fees and Registrations	13,750.00
4-4000 · Sales Income	17,870.00
4-5000 · Investment Income	21.20
4-9000 · Restricted Income	26,000.00
4-9900 · Capital Campaign	0.00
4-7000 · In Kind Contribution	30,607.07
Total Income	408,252.87
Expense	
6-2460 · Interest Expense	8,000.00
6-1000 · Personnel Expense	181,815.73
6-2001 · Advertising and Marketing	250.00
6-2002 · Bank Charges & CC Processing	2,866.81
6-2600 · Cost of Items for Resale	612.00
6-2530 · Custodial Services	2,700.00
6-2210 · Dues & Subscriptions	6,011.64
6-2100 · Depreciation Expense	0.00
6-5000 · Fundraising Expense	20,923.12
6-2400 · Insurance	10,000.00
6-2480 · Licenses & Fees	320.00
6-2490 · Materials and Supplies	12,100.00
6-2450 · Mileage reimbursement / Travel	1,635.13
6-2484 · Office Supplies	9,122.90
6-2320 · Postage and Shipping	7,189.93
6-2330 · Printing and Reproduction	18,518.60
6-2500 · Professional Fees	88,722.26
6-2650 · Rent - Storage Unit	2,040.00
6-2610 · Repair and Maintenance	2,060.00
6-2800 · Telephone	3,664.76
6-2820 · Utilities	12,197.93
6-9998 · In-Kind Expense	29,647.07
Total Expense	420,397.88
Net Ordinary Income	-12,145.01

**Washington County Historical Society and Museum
2008 Board of Directors**

President

Gary J. Imbrie
Principal Broker
Sperry Van Ness – Imbrie Realty LLC
11000 SW Stratus St., Suite 160, Beaverton, OR 97008
503-641-7050 – Business
503-789-9937 - Cell
503-641-7061 – Fax
503-590-5209 - Home
gary.imbrie@svn.com

Vice President

John Chamberlain
President, Arrow Mechanical Company
10330 SW Tualatin Rd., Tualatin, OR 97062
503-692-1565 - Business
503-691-1879 – Business Fax
503-793-8102 - Cell
arrowjc@comcast.net – E-mail

Treasurer

Devon Rehse
Vice President & Branch Manager, Bank of the West
PO Box 446, Cornelius, OR 97113
503-357-5900 – Business
503-504-1101 – Cell
devonrehse@bankofthewest.com - E-mail

Secretary

Carrie Ann Schubert
Vice President, Beaverton Bakery
12375 SW Broadway St., Beaverton, OR 97005
503-646-7136 – Business
503-644-8495 – Business Fax
503-969-4290 – Cell
carrieann@beavertonbakery.com - E-mail

Mark Fryburg
Local Government Affairs Representative
PGE – 1WTC0301
121 SW Salmon St., Portland, OR 97204
503-464-8731 – Business
503-706-5825 - Cell
503-526-1908 - Home
503-464-2354 – Fax
mark.fryburg@pgn.com - E-mail work
mfryburg2@comcast.net – E-mail home

Jean Moore
10335 SW Melnore St., Portland, OR 97225
503-292-4141 – Home
503-887-0987 – Cell

Past Board President

David Lintz
Principal
Meadowlark Partners
3462 NE 8th Ave., Hillsboro, OR 97124
503-297-6080 Business
503-318-1750 – Cell
503-693-7717 Fax
dave@meadowlarkpartners.com

Internal Revenue Service

District
Director

Washington County Historical Society
c/o Washington County Museum
641 East Main Street
Hillsboro, OR 97123

Department of the Treasury
P.O. Box 21224, Seattle, WA 98111
MS 550

Person to Contact:
John Sutton
Telephone Number:
(206) 442-5106
Refer Reply to:
EP/EO 11:RS8
Date:
November 21, 1979

Dear Applicant:

This is in reply to your telephone request/~~letter~~ of November 6, 1979 regarding your exempt status.

Although a copy of your original letter of exemption is no longer available, our records disclose that your organization was granted exemption from Federal income tax under section 501(c)(3) of the Internal Revenue Code in our letter dated September 30, 1958.

We also determined you were not a private foundation because you are an organization described in section 509(a)(2) of the Code.

This exemption remains in effect.

Sincerely yours,



Ralph S. Busacker
Chief, Technical Staff
EP/EO Division

PLEASE NOTE: The Washington County Historical Society's federal tax exempt identification number is:

93-603-1454

MEETING DATE: Monday, November 10, 2008

start time:
Ogden, Lombos out

WORK SESSION ITEMS

PowerPoint?

1.

2.

WORK SESSION MAY NOT BE HELD

3.

4.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1.

2.

3.

CONSENT CALENDAR ITEMS

1. Reso - Approving Commuter Rail Project TriMet & City Maintenance Agr (Comm Dev) - **tentative**

2. Resolution - Stafford MOU on Communications (Comm Dev) ?

3. Liquor License Application – New Outlet – Birra Deli (*formerly New York NY Fresh Deli*)

4.

5.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1.

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. ORD PTA-08-05 – Eighty Percent Density Rule (Legal)

2.

3.

4.

5.

EXECUTIVE SESSION ITEMS

1.

MEETING DATE: Monday, November 24, 2008

start time: 4:30p

Change of venue due to crowd control issues?

PACKET ITEMS FOR DECEMBER 8TH MEETING DUE NOVEMBER 24TH

WORK SESSION ITEMS

PowerPoint?

1. Tualatin-Sherwood Rd Fountain @ Commons Park (Comm Dev) – (1 hour)

2. Utility underground update (15m)

3. Library Policies Discussion (does not include filtering issue) (Comm Svcs)

4.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Starry Nights and Holiday Lights Presentation (Comm Services)

2.

3. YAC – NLC Conference Recap

CONSENT CALENDAR ITEMS

1. Resolution Certifying Results of Candidates & Bond Measure (2 separate resolutions) (Admin)

2.

3.

4.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1. Liquor license change of ownership application – Stars Cabaret

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1.

2.

3.

4.

EXECUTIVE SESSION ITEMS

1. TDC – Outdoor patio

MEETING DATE: Monday, December 8, 2008

WORK SESSION ITEMS

PowerPoint?

1. Historic Regulations – Holistic Review (Comm Dev)

2. Leveton Maximum Indebtedness Update (Comm Dev)

3. PTA-08-06 Sign Design (Comm Dev) (*not holistic review*)

4. Legislative Program

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1. Swearing-in of Police Officers – Brett Rudolph & Scott Boyll

2. Tualatin Tomorrow – Traffic, Transportation & Activity (Comm Dev)

3. Youth Advisory Council Update

CONSENT CALENDAR ITEMS

1. Annual Water SDC Report (Eng)

2. Annual Parks SDC Report (Comm Svcs)

3.

4.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1. PTA-08-04 Street Tree Regulations (*Legislative*) (Comm Dev)

2. Industrial Master Plan (IMP)-08-01 Mittleman Property (*Quasi-Judicial*) (Comm Dev)

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1.

2.

3.

4.

5.

EXECUTIVE SESSION ITEMS

1.

MEETING DATE: Monday, January 12, 2009
RECEPTION FOR COUNCIL AFTER MEETING @ LIBRARY COMMUNITY ROOM

WORK SESSION ITEMS

PowerPoint?

1. Council Committee Appointments Review

2.

3.

4.

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

HONOR GUARD PLEDGE

1. Swearing-in of New Council

2. WES Grand Opening Presentation (Comm Dev)

3. Council President Nomination – Vote

CONSENT CALENDAR ITEMS

1. Resolutions Establishing Regular Meetings Council/TDC/Advisory Committees

2. Resolution – Mittleman Property IMP-08-01

3. Approval of Minutes

4.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1.

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Ordinance – PTA-08-04 Street Tree Regulations

2.

3.

4.

5.

EXECUTIVE SESSION ITEMS

1.

MEETING DATE: Monday, January 26, 2009

WORK SESSION ITEMS

PowerPoint?

1. Franchise Fee / Privilege Tax Discussion (Finance) (?)

2. Mandatory Business Recycling Program (Ops)

3.

4.

5.

PRESENTATIONS / ANNOUNCEMENTS / SPECIAL REPORTS

PowerPoint?

1.

2.

3.

CONSENT CALENDAR ITEMS

1.

2.

3.

4.

PUBLIC HEARINGS – Legislative, Other, Quasi-Judicial

PowerPoint?

1.

2.

3.

GENERAL BUSINESS ITEMS (not consent)

PowerPoint?

1. Mid-Year Budget Review & Five Year Review (*invite citizen Budget Committee members*)

2.

3.

4.

5.

EXECUTIVE SESSION ITEMS

1.

November

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Kent out	4 Election Day 6:30p TLAC	5 1:15p Tualatin Historical Soc 4p Whazzup Wed. 7p ARB (if necessary)	6	7 1:00p Chamber Member Showcase @ Hayden's	8
9	10 5:00p Work Session 7:00p Council/TDC Mtg Kent out Sherilyn out	11 Veterans Day Holiday CITY OFFICES CLOSED 6:00p TPARK	12 6:30p Tualatin Tomorrow VIC Steering Committee Mtg, Council Chambers	13 7p TPAC	14 7:30a Chamber Networking AM - 13 Chamber Holiday Mixer @ Wilsonville Costco	15
16	17	18 6:30p TAAC	19 8:00a Chamber New Member Breakfast 12p Core Area Parking District Board, C Chambers 5:30p Chamber Alive After Five, Carl Greve, BPV 7p ARB (if necessary)	20 11:30a Chamber Luncheon @ Country Club Maureen out	21 7:30a Chamber Networking Sponsor and location TBA City Council Goal Setting Retreat John out	22 City Council Goal Setting Retreat
23	24 5:00p Work Session 7:00p Council/TDC Mtg John out Maureen out	25	26	27 Thanksgiving Day Holiday CITY OFFICES AND CHAMBER CLOSED	28 Thanksgiving Holiday CITY OFFICES AND CHAMBER CLOSED	29
30						

2008

December

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2 6:30p TLAC	3 1:15p Tualatin Historical Soc 7p ARB (if necessary)	4	5 7:30a Chamber Networking @ Wells Fargo Bank 6p-8p Starry Nights and Holiday Lights (Tualatin Commons)	6
7	8 5:00p Work Session 7:00p Council/TDC Mtg	9 6:00p TPARK	10 6:30p Tualatin Tomorrow Vision Implementation Committee Library Community Room	11 7p TPAC	12 7:30a Chamber Networking Sponsor and location TBA	13
14	15	16 6:30p TAAC	17 7:00p ARB (if necessary)	18 11:30a Chamber Luncheon/Holiday Auction @ Country Club	19 7:30a Chamber Networking Sponsor and location TBA 5pm City Holiday Party (Country Club)	20
21	22	23	24	25 Christmas Day Holiday CITY OFFICES CLOSED	26	27
28	29 Dan out _____	30	31			

2008

January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1 New Years Day Holiday CITY OFFICES CLOSED	2	3
4	5	6	7 1:15p Tualatin Historical Soc	8 7p TPAC	9	10
11	12 5:00p Work Session 7:00p Council/TDC Mtg	13	14 7p ARB (if necessary)	15 7:00p Urban Renewal Advisory Committee, Council Chambers	16	17
18	19 Martin Luther King Day Holiday CITY OFFICES CLOSED	20	21 7:00p ARB (if necessary)	22 11:30a Chamber Luncheon @ Country Club	23	24
25	26 5:00p Work Session 7:00p Council/TDC Mtg	27	28 7:00p ARB (if necessary)	29	30 WES – Grand Opening	31

2009