



TUALATIN CITY COUNCIL MEETING

MONDAY, SEPTEMBER 14, 2020

JUANITA POHL CENTER
8513 SW TUALATIN ROAD
TUALATIN, OR 97062

Mayor Frank Bubenik
Council President Nancy Grimes
Councilor Paul Morrison Councilor Robert Kellogg
Councilor Bridget Brooks Councilor Maria Reyes
Councilor Valerie Pratt

To the extent possible, the public is encouraged to watch the meeting live on local cable channel 28, or on the City's website.

For those wishing to provide comment during the meeting, there is one opportunity on the agenda: Public Comment. Written statements may be sent in advance of the meeting to Deputy City Recorder Nicole Morris up until 4:30 pm on Monday, September 14. These statements will be included in the official meeting record, but not read during the meeting.

For those who would prefer to make verbal comment, there are two ways to do so. As always, public comment is limited to three minutes per person.

Phone: +1 669 900 6833

Meeting ID: 872 8278 5937 Password: 18880

Link: <https://us02web.zoom.us/j/87282785937?pwd=UHozTXRRQzRyNXIUcDVNcW4xN0JGdz09>

Work Session

- 1. 5:30 p.m. (40 min) – Clackamas County: Transit Development Plan and Shuttles Study.** Representatives from Clackamas County will give an update to the Council on the Transit Development Plan and Shuttles Study.
 - 2. 6:10 p.m. (20 min) – Allocation of Funds to Outside Agencies.** Attached are the funding requests from outside agencies for the current fiscal year; \$40,000 is included in the current budget for allocation. Staff is requesting direction from the Council on the allocation of budgeted funds.
 - 3. 6:30 p.m. (30 min) – Council Meeting Agenda Review, Communications & Roundtable.** Council will review the agenda for the September 14th City Council meeting and brief the Council on issues of mutual interest.
-

7:00 P.M. CITY COUNCIL MEETING

Call to Order

Announcements

- [1.](#) Our Home, Our Health Event Announcement

Public Comment

This section of the agenda allows anyone to address the Council regarding any issue not on the agenda, or to request to have an item removed from the consent agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

Consent Agenda

The Consent Agenda will be enacted with one vote. The Mayor will ask Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. If you wish to request an item to be removed from the consent agenda you should do so during the Citizen Comment section of the agenda.

- [1.](#) Consideration of Approval of the City Council Work Session and Regular Meeting Minutes of August 10, 2020 and August 24, 2020
- [2.](#) Consideration of **Resolution No. 5520-20** Authorizing the City Manager to Enter into an Intergovernmental Agreement (IGA) with the Oregon Department of Land Conservation and Development (DLCD) to Provide the City with Consultant Assistance for a Housing Production Strategy and Housing Code Updates

Special Reports

- [1.](#) Tualatin Arts Advisory Committee Annual Report

General Business

If you wish to speak on a general business item please fill out a Speaker Request Form and you will be called forward during the appropriate item. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

- [1.](#) Consideration of Approval of the Veterans Memorial Report

Council Communications

Adjournment

Meeting materials, including agendas, packets, public hearing and public comment guidelines, and Mayor and Councilor bios are available at www.tualatinoregon.gov/council.

Tualatin City Council meets are broadcast live, and recorded, by Tualatin Valley Community Television (TVCTV) Government Access Programming. For more information, contact TVCTV at 503.629.8534 or visit www.tvctv.org/tualatin.

In compliance with the Americans with Disabilities Act, this meeting location is accessible to persons with disabilities. To request accommodations, please contact the City Manager's Office at 503.691.3011 36 hours in advance of the meeting.



City of Tualatin

CITY OF TUALATIN
Memorandum

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Aquilla Hurd-Ravich, AICP, Community Development Director
Garet Prior, AICP, Policy Analyst

DATE: September 14, 2020

SUBJECT:
Clackamas County update on the Transit Development Plan and Shuttles Study

RECOMMENDATION:
Receive presentation and provide feedback to Clackamas County representatives.

EXECUTIVE SUMMARY:

Transit Development Plan

To set the stage for improved and increased transit throughout the county, this plan will study the status of transit in the county and create a Transit Development Plan. This will be an important overarching document through which major transit (e.g. bus, shuttle, etc.) improvements will be planned for funding and prioritized between Tualatin and Clackamas County.

For more information, visit the project website: <https://www.clackamas.us/planning/transit>

Shuttles Study

Through HB 2017/Keep Oregon Moving Regional Coordination funding, Clackamas County will be hiring a consultant to lead a transit evaluation between Tualatin and Oregon City. The goal is that this study will identify specific costs and a process to establish a shuttle connection with West Linn and Oregon City.

For more information, visit the project website:
<https://www.clackamas.us/socialservices/clackamas-county-shuttle-planning>

ATTACHMENTS:

- Clackamas County presentation
- Transit Development Plan fact sheet

Help Clackamas County Plan Better Transit Service

The County is planning transit service to better connect people to jobs, education, healthcare, social services, shopping, recreation and more. Whether you ride transit now or just wish you could, you can help us find:

- Gaps with no transit service
- Places where service exists but needs improvements

Watch for online surveys and community events about the Clackamas County Transit Development Plan (CCTDP for short) in June and August.

To stay informed, visit:
clackamas.us/planning/transit.

Why do we need a new plan?

- To ensure long-term investments in infrastructure that will support the diverse needs of Clackamas County residents, including: a thriving economy, living wage jobs, housing and transportation alternatives, and a healthy environment.
- To get state funding. House Bill 2017—Keep Oregon Moving’s Statewide Transportation Improvement Fund—created new funding for transit. Even areas outside a transit district or service area can get funding if they have a plan that identifies needs and how to meet them.



What will it accomplish?

This plan could:

- Improve service in rural and suburban locations.
- Make fares and timing easier when riders transfer from one transit carrier to another.
- Bring new options such as shuttles, express services, vanpools, micro-transit, and transportation network companies such as Uber and Lyft.
- Make driving easier on state highways by reducing traffic from single-occupancy vehicles.
- Help support climate recovery.

Stay Informed

Questions? Contact: **Brett Setterfield**
Clackamas County Project Manager

503-742-4511 | bsetterfield@clackamas.us

Sign up for email updates and learn more about the project: clackamas.us/planning/transit.

Where will it apply?

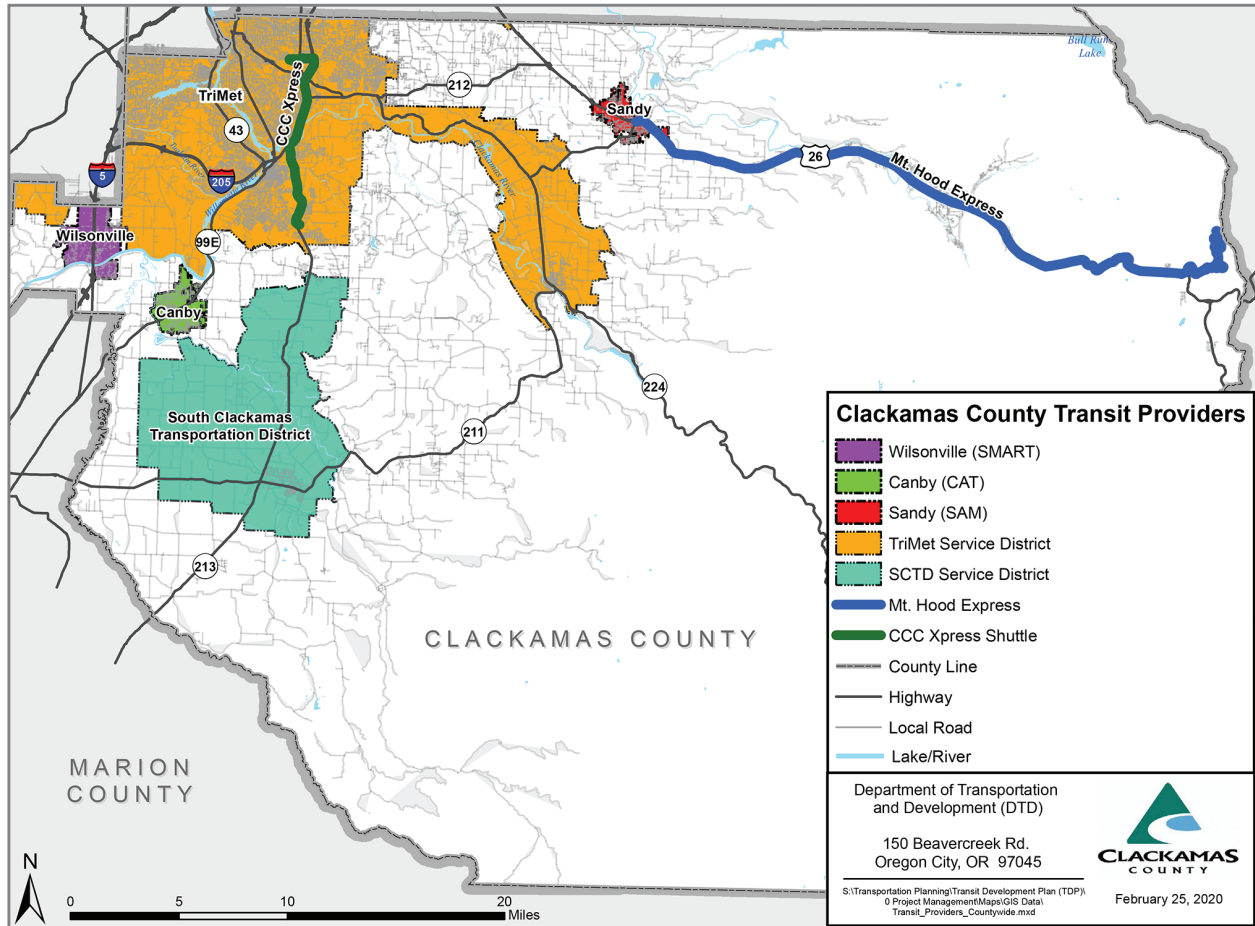
In TriMet's service area, which includes most county cities in the Metro Urban Growth Boundary, *and*:

- Estacada and rural areas along Stafford Road.

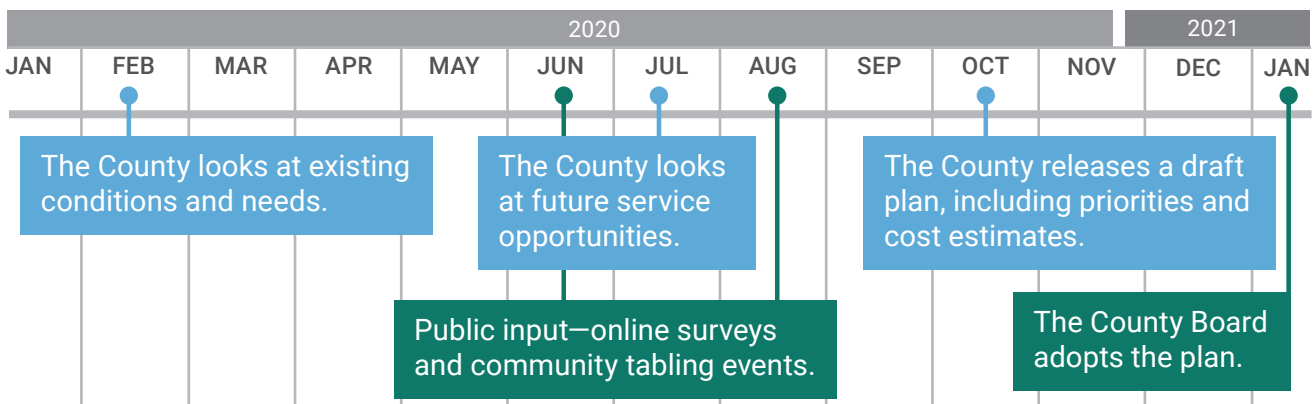
Unincorporated areas between those served by these transit agencies:

- South Clackamas Transportation District (SCTD), serving Molalla.

- Sandy Area Metro (SAM).
- Canby Area Transit (CAT).
- South Metro Area Regional Transit (SMART), serving Wilsonville.
- The area served by the County's Mt. Hood Express, along Highway 26 to Government Camp.



What's the timeline?





Clackamas Co. Transit Development Plan &
Last Mile Shuttles Project
Tualatin City Council - September 14, 2020

Project Overview

The TDP will **guide transit investments** in Clackamas County and **guide investments under the House Bill 2017** Statewide Transportation Improvement Fund (STIF) by:



Identifying connections to area with no service



Providing a coordinated vision for transit service



Taking actions to improve transit use


Within TriMet's service area in Clackamas County, the TDP will:


- Provide detailed analysis and level of service information
- Inform future STIF plans
- Inform TriMet service implementation


In unincorporated Clackamas with no transit providers, the TDP will:


- Recommend how transit service providers can cover these areas in the future
- Understand how existing transit services can be better connected

2020


 1 - Project Management | **Throughout**


 2 – Public Engagement Plan and Existing Conditions | **Winter**

 3 – Need Analysis | **Spring**

 4 - Future Service Opportunities and Evaluation | **Summer**

 5 – Draft Clackamas County TDP | **Fall**

 6 – Final Clackamas County TDP | **Winter**

 7 – TDP Adoption | **Winter**

2021

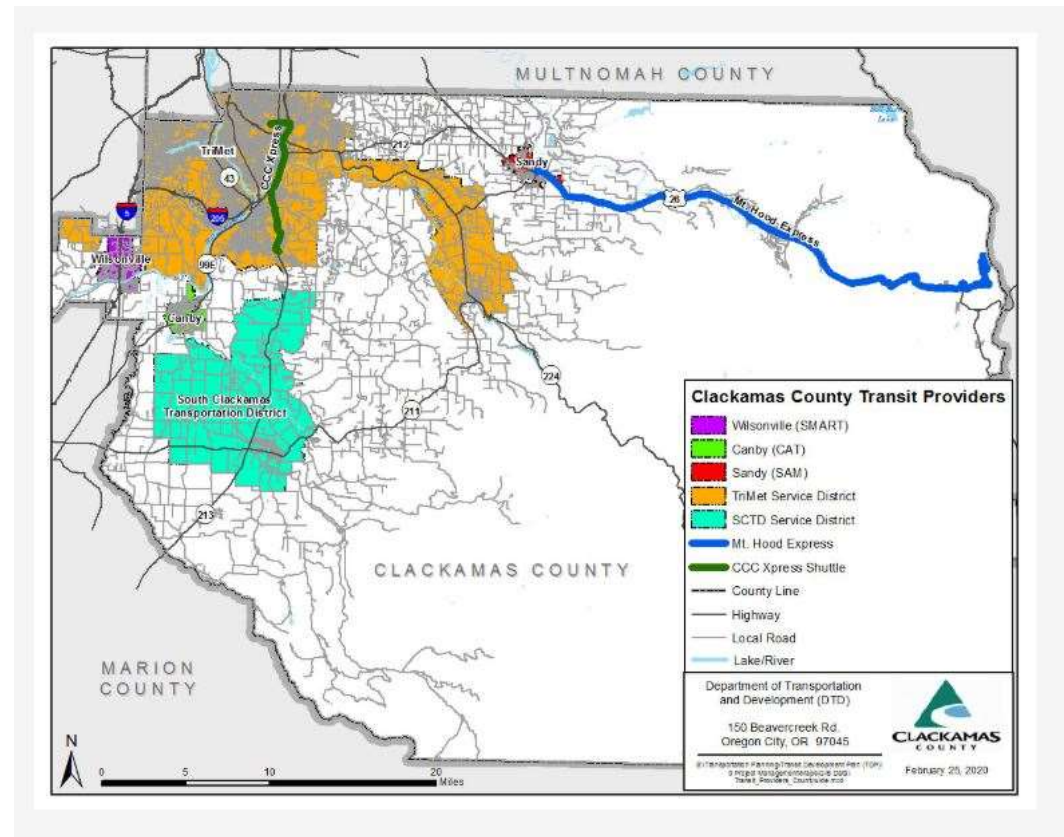
Project Tasks and Schedule

Clackamas County Transit Development Plan

With seven transit service providers in Clackamas County, there are still large areas of the county with no transit service, and existing service varies in frequency, access and connectivity.

To set the stage for improved and increased transit throughout the county, the Department of Transportation & Development is working with the community, transit providers and partners to study the status of transit in the county and create a Transit Development Plan. The final plan, which will be used to guide transit investments in the county, will include:

- A vision for connected and coordinated transit service, and
- Recommendations for actions to improve transit.



Project Website:
www.clackamas.us/planning/transit

Transit Service & System Overview

Providers

Canby Area Transit (CAT)

Clackamas Community College

Xpress Shuttle

Clackamas County *Mt Hood Express*

Sandy Area Metro (SAM)

South Clackamas Transportation District
(Molalla)

South Metro Area Regional Transit
(SMART - Wilsonville)

TriMet

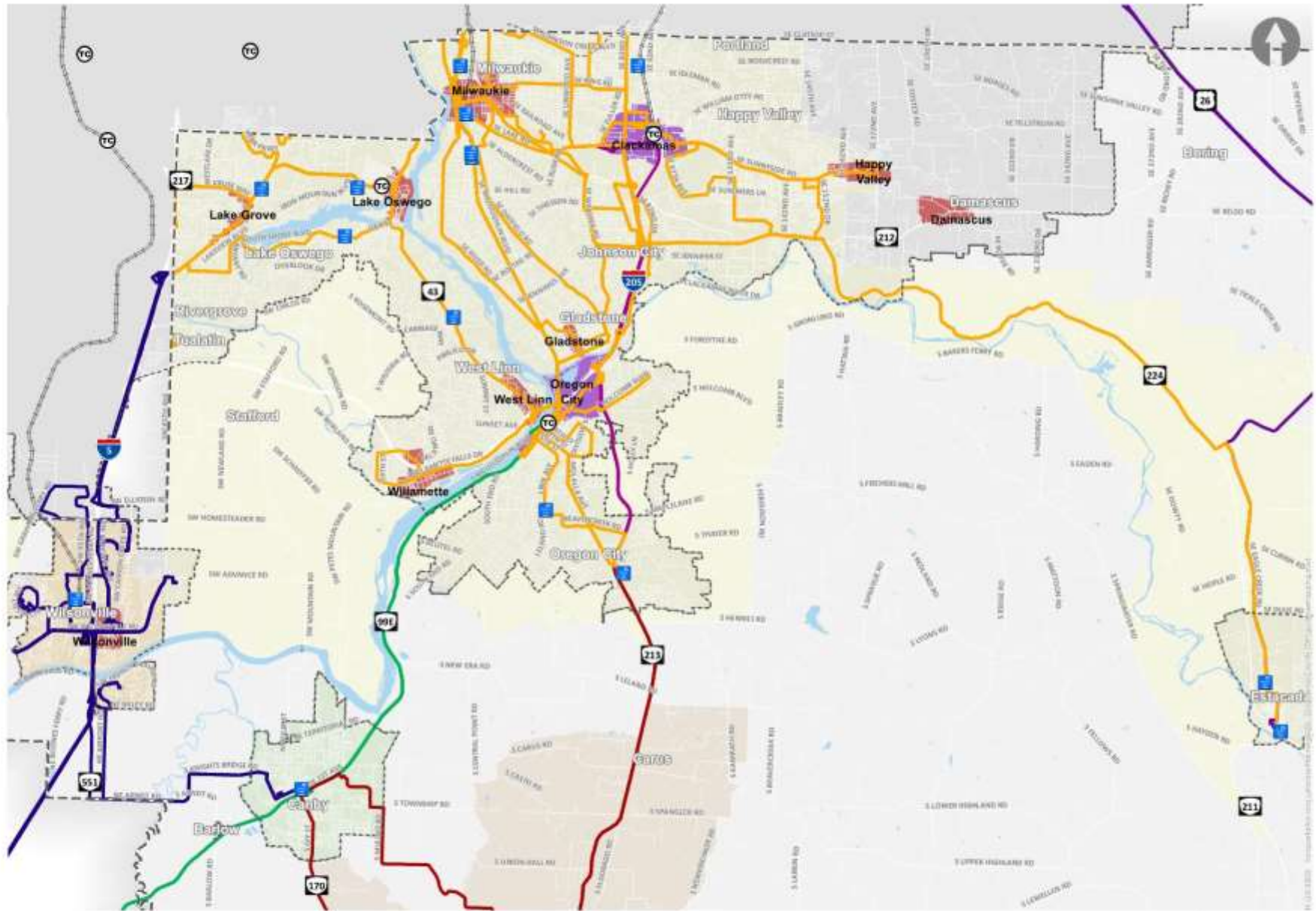
In Clackamas County, there are:

- **46** fixed-route bus, shuttle, light rail and commuter rail routes
 - **26** operate on Saturdays
 - **19** operate on Sundays
- **18** formal and informal park & ride facilities
- Paratransit and non-profit demand-response services
 - TriMet LIFT, Ride Connection, etc.
- Other programs that complement fixed-route service
 - Get There Oregon, RideWise, etc.



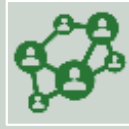


- TriMet Transit Centers
- Park and ride lots
- TriMet Bus Routes
- South Clackamas Transit District (SCTD) Routes
- Canby Area Transit (CAT)
- Sandy Area Transit (SAM)
- South Metro Area Regional Transit (SMART) Routes
- Mt Hood Express Routes
- CCC Xpress Shuttle Routes
- Existing TriMet Rail
- Regional Center
- Town Center
- Canby Area Transit
- Sandy Area Transit
- South Clackamas Transportation District (SCTD)
- South Metro Area Regional Transit (SMART)
- Tri-County Metropolitan Transportation District of Oregon (TriMet)
- Urban Growth Boundaries
- County Boundary



Transit Overview
Clackamas County Transit Development Plan

Project Goals



Enhance Connectivity



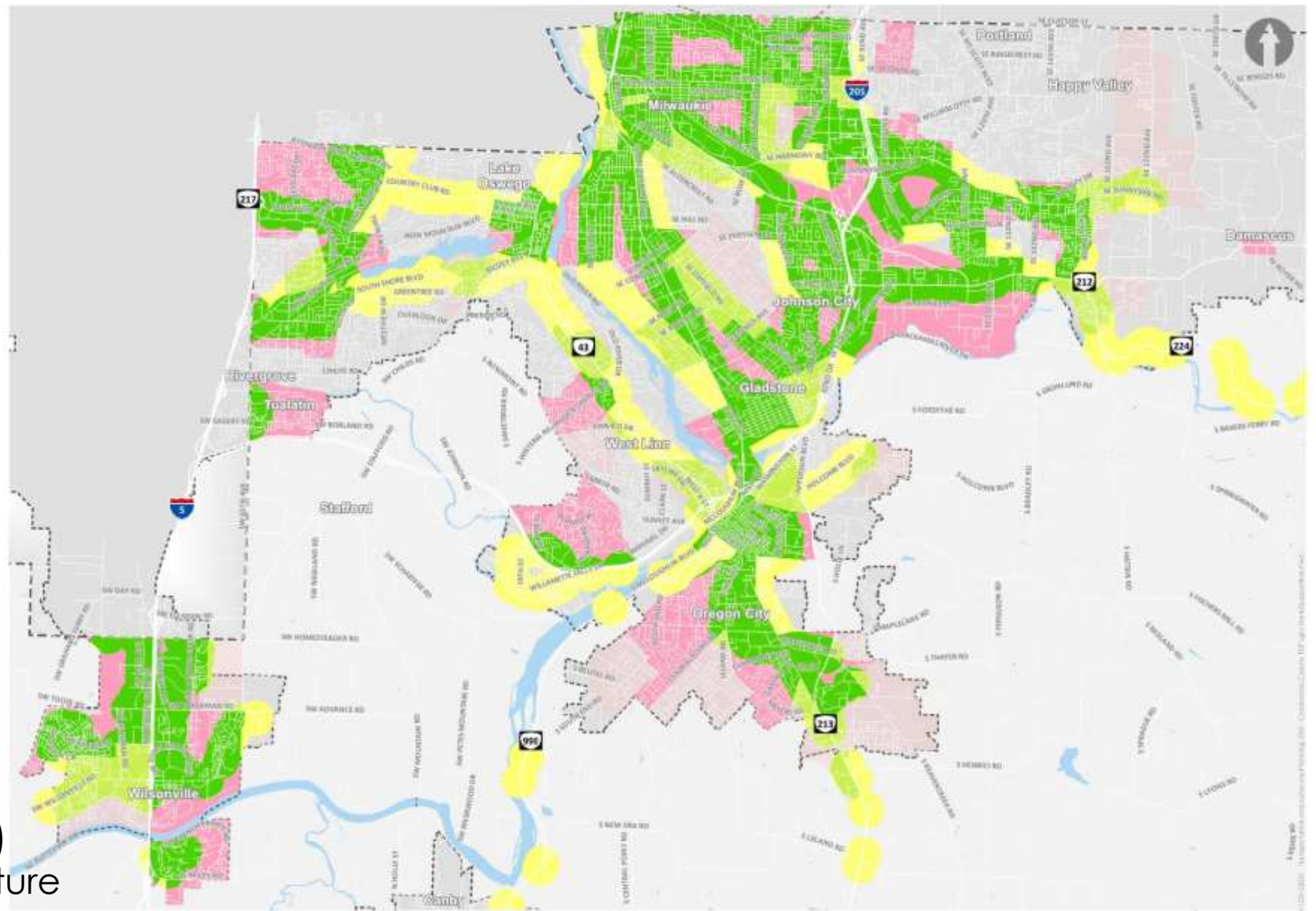
Prioritize Equity, Health & Safety



Promote Sustainability



Improve Customer Experience and Mobility



Emerging Issues:

- There are currently Transit Supportive areas within the Trimet district that do not have service (dark pink areas)
- There will be more in the future (light pink areas)



Transit Supportive Areas
Clackamas County Transit Development Plan

Service Area Demographics

Clackamas County, and cities within the county, have been growing – and are projected to continue growing

Place	Population (2000)	Population (2010)	Population (2017)	Pop Growth (2000 – 2017)	% Change (2000 – 17)	Annual % Change
Clackamas County	338,391	375,992	399,962	61,571	18.2%	1.1%
Oregon City	25,754	31,859	35,483	9,729	37.8%	2.2%
Tualatin	22,666	26,054	27,135	4,469	19.7%	1.2%
Wilsonville	13,991	19,509	22,789	8,798	62.9%	3.7%
Happy Valley	4,519	13,903	18,477	13,958	308.9%	18.2%
Molalla	5,647	8,108	8,987	3,340	59.1%	3.5%
Sandy	5,385	9,570	10,581	5,196	96.5%	5.7%

Source: Portland State University Population Research Center

Employment and Commute Patterns

County Resident Work Locations

County Resident Work Locations	Count	Share
Portland	56,985	31.8%
Oregon City	7,378	4.1%
Beaverton	7,305	4.1%
Tigard	7,063	3.9%
Lake Oswego	6,320	3.5%
Gresham	6,001	3.4%
Wilsonville	5,381	3.0%
Tualatin	5,281	3.0%
Milwaukie	5,224	2.9%
Hillsboro	4,253	2.4%
All Other Locations	67,753	37.9%

County Employee Home Locations

County Employee Home Locations	Count	Share
Portland	27,295	17.7%
Gresham	6,696	4.3%
Oregon City	6,536	4.2%
Lake Oswego	4,032	2.6%
Beaverton	3,759	2.4%
West Linn	3,616	2.3%
Tigard	3,377	2.2%
Canby	3,347	2.2%
Milwaukie	3,036	2.0%
Wilsonville	3,034	2.0%
All Other Locations	89,455	58.0%

Commute Patterns for Clackamas County Residents and Employees, LEHD 2017

- Portland is the most common destination for employed county residents. Portland is also the most common home location for employees working in Clackamas County.
- Four of the top 10 locations for employed county residents are cities in Washington County.
- Just over half of all employed Clackamas County residents and employees in Clackamas County commute 10 miles or less to reach work.

Needs
Overview:
Jobs;
Regional
Corridors

Jobs: Few direct connections from the county to:

- Major employment areas in Gresham, Washington County and Wilsonville
- Clackamas Industrial Area
- Areas of expected land use growth near Wilsonville / Stafford, Oregon City and Damascus / Boring

Regional corridors without transit service:

- OR 212 between Clackamas Industrial Area and Damascus/Boring
- Interstate 205 between West Linn and **Tualatin** / Wilsonville
- Connection between Happy Valley and Gresham

Needs Overview: Areas Lacking Transit

Intercommunity connections without transit service or connectivity:

- Highway 212 to Damascus and Boring
- Damascus-Gresham
- Happy Valley-Gresham
- **Tualatin-West Linn-Oregon City**
- Highway 211 between Estacada-Molalla-Woodburn

Communities without transit access:

- Damascus
- Boring
- Estacada
- Eagle Creek
- Clackamas Industrial Area
- Additionally, much of Happy Valley has no transit access



New Connections

Hwy 212 to Damascus/Boring
Future C2C to Gresham
Along I-205
Between Hwy 211
communities
Cesar Chavez and 82nd Ave



New Local Service


Damascus
Boring
Estacada / Eagle Creek
Clackamas Industrial Area





Additional Transit Service


Happy Valley
Oregon City
Canby


Common Identified Needs


 Transit-Supportive Areas Without Transit


 Transportation Disadvantaged Populations

 Major Job Centers


 Future Land Use Growth Areas


 Communities Without Local Transit Service


 Transit Needs Identified in TriMet and Metro Regional Plans

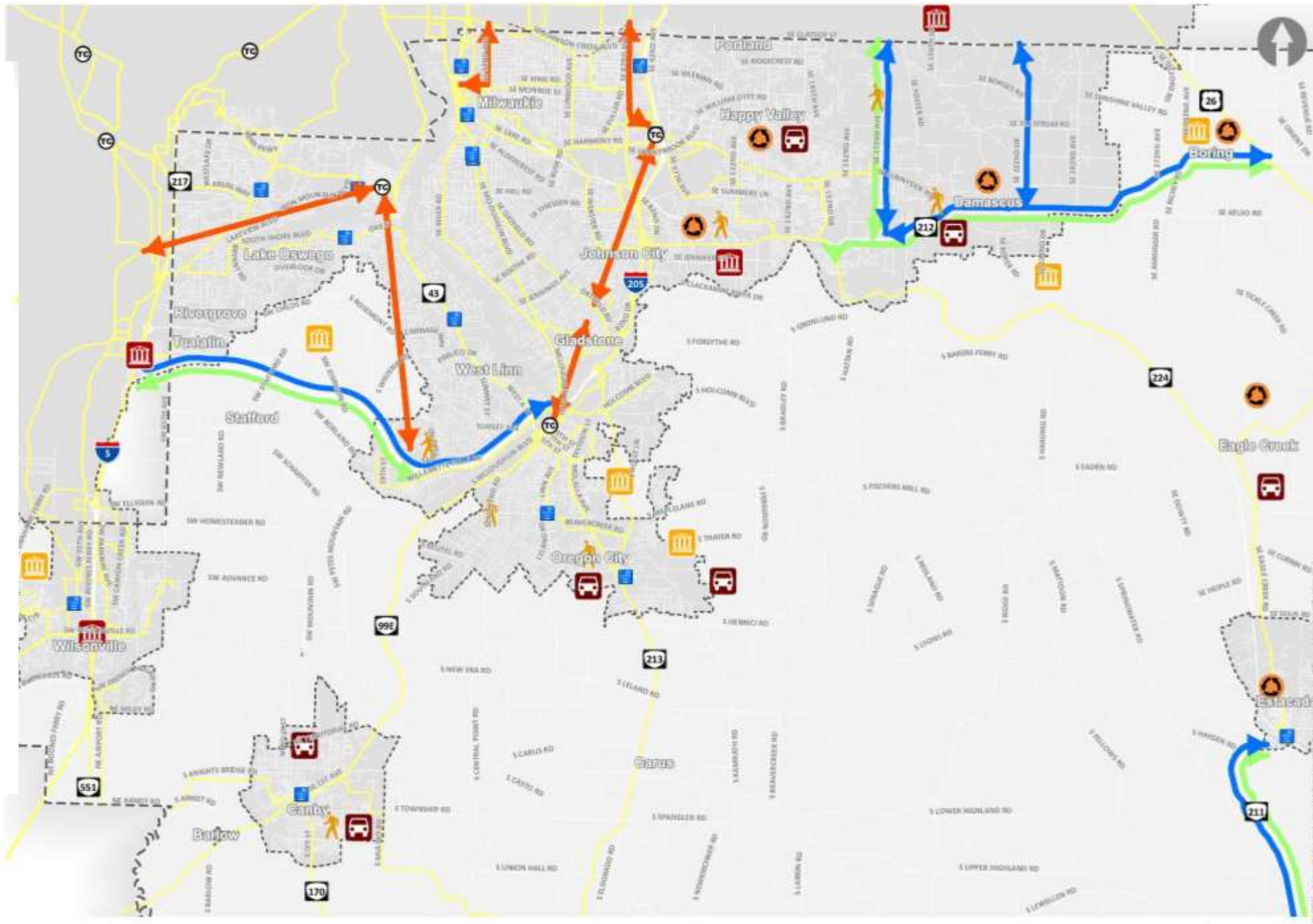
 Intercommunity Corridors With No Transit Service

 Regional Corridors With No Transit Service

 Existing Transit Service

 Urban Growth Boundaries

 County Boundary



Next Steps

Summer/Fall 2020

- Public involvement – surveys, virtual outreach with special focus on reaching underrepresented groups
- Identify and evaluate future service enhancements to meet needs

Clackamas County Last Mile Shuttle Projects

HB 2017 (STIF) Funding



Clackamas County Last Mile Shuttles

4 specific last mile shuttle projects identified

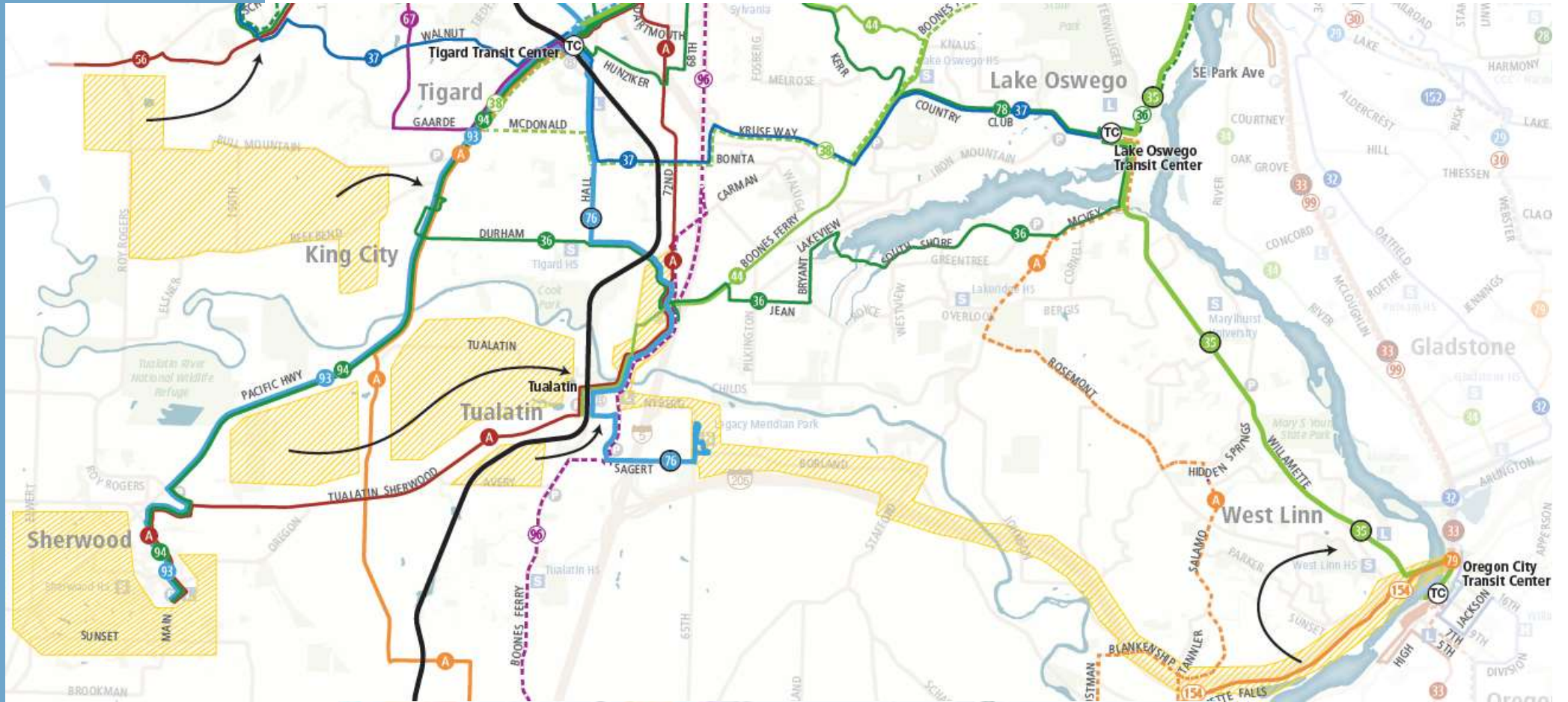
- Oregon City Last Mile Shuttle
- Clackamas Industrial Last Mile Shuttle
- Milwaukie Industrial Last Mile Shuttle
- **Tualatin / West Linn / Oregon City Commuter Shuttle**

Tualatin / West Linn / Oregon City Shuttle

Feasibility Study

- Needs assessment
 - Ongoing
- Title VI report
 - Completed
- Stakeholder interview
 - Completed
- Public engagement
 - Ongoing
- Online survey
 - Recently completed

TriMet



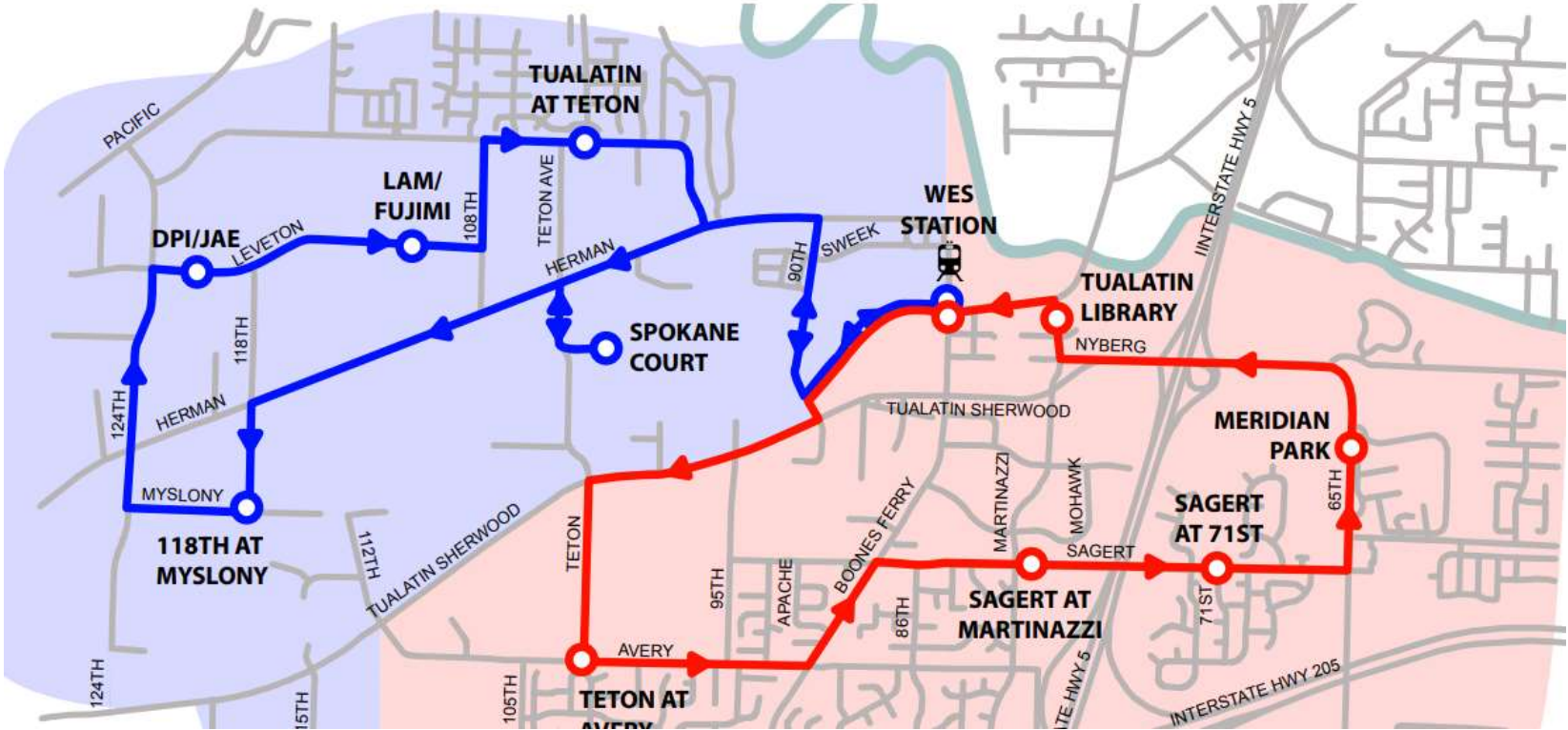
Bus Service		Rail Service		Community/Job Connector Service Area	
	Frequent Service		MAX Blue Line		Community/Job Connector Service Area
	Standard Service		MAX Green Line		Park & Ride
	Rush-Hour Service		MAX Orange Line		Secure Bike Parking
	Proposed High Capacity Transit Service		MAX Red Line		Transit Center
	Proposed new bus service		MAX Yellow Line		High School or College
			WES Commuter Rail		Hospital
					Library

Landmarks

Park & Ride High School or College
 Secure Bike Parking Hospital
 Transit Center Library

0 1 2 Miles NORTH ↑

Ride Connection



Shuttle Planning

- Existing service
- Service providers
- Resources
- Connections
- Demand
- Frequency
- Routing

Funding

- Feasibility effort being funded under HB 2017 Regional Coordination Dollars allocated to Clackamas County
- Regional Coordination Dollars currently capped at \$3M (TriMet)
 - \$3M being spent on implemented (or soon to be implemented) shuttle service within Washington, Clackamas, and Multnomah Counties
- No long term funding for implementation

Questions?

For more information:

Brett Setterfield

bsetterfield@clackamas.us

503-742-4511

www.Clackamas.us/planning/transit





City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Nicole Morris, Deputy City Recorder
DATE: September 14, 2020

SUBJECT:
Allocation of Funds to Outside Agencies for FY 2020-21

RECOMMENDATION:
It is recommended Council provide direction on the allocation of funds.

EXECUTIVE SUMMARY:
The City of Tualatin opened the grant process on July 15, 2020. A letter of invitation was emailed to all organizations that received funding in FY 19/20 or that expressed an interest in participating this year; in addition, information on submitting applications was available on the City's website. The deadline for receiving applications was Friday, August 21, 2020. The FY 20/21 budget set aside \$40,000 for outside agency grants.

The following organizations did not include a 501c3 letter as part of their application: Love, Inc., and Rebuilding Together

Staff will return with a formal resolution at the September 28, 2020 Council meeting implementing the Council's direction on the allocation of funds.

ATTACHMENTS:

- Past Years Request/Disbursements
- Applications

OUTSIDE AGENCIES REQUESTS & DISBURSEMENTS 2017/18 TO 2020/21

	2017/18		2018/19		2019/20		2020/21	
City Donation Amount	\$30,000		\$30,000		\$40,000		\$40,000	
Total Requested (from agencies)	\$47,200		\$48,000		\$74,450		\$84,173	
	REQUEST	RECEIVED	REQUEST	RECEIVED	REQUEST	RECEIVED	REQUEST	RECEIVED
Borland Free Clinic							\$2,000	
Columbia Land Trust					\$13,950	\$ 1,000	\$6,423	
Community Action Organization	\$6,500	\$5,000	\$6,500	\$5,000	\$7,500	\$ 5,000	\$9,000	
Domestic Violence Resource Center					\$5,000	\$ 2,000	\$5,000	
Family Justice Center of Washington County	\$ 10,000	\$ 3,500	\$ 7,500	\$ 3,500	\$ 8,500	\$ 4,500	\$6,000	
Family Promise of Tualatin Valley	\$ 1,500	\$ -	\$ 5,000	\$ 2,000	\$ 5,000	\$ 3,000	\$5,000	
Good Neighbor Center	\$ 5,000	\$ 4,500	\$ 5,000	\$ 4,500	\$ 7,500	\$ 4,500	\$5,000	
Love INC- Tigard, Tualatin, and Sherwood	\$ 5,200	\$ -					\$5,000	
Meals on Wheels People	\$ 2,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$1,000	
Neighbors Nourishing Communities	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$2,500	
Oregon Community Warehouse	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	\$ 3,000	\$5,000	
Rebuilding Together Washington County, Inc.			\$ 1,500	\$ -	\$ 2,000	\$ 2,000	\$1,750	
Sexual Assault Resource Center	\$ 1,000	\$ 1,000	\$ 5,000	\$ 1,000	\$ 3,500	\$ 2,000	\$3,500	
The Foundation for Tigard Tualatin Schools							\$10,000	
Tigard-Tualatin Family Resource Center	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$4,000	
Tualatin Compassion Clinic	\$ 1,500	\$ 1,500			\$ 4,000	\$ 2,500		
Tualatin High School MEChA			\$ 2,000	\$ 2,000			\$5,000	
Tualatin School House Food Pantry	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 5,000	\$ 3,000	\$3,000	
With Love							\$5,000	

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #70

Submission information

Form: [Outside Agency Funding Request Form](#) [1]

Submitted by Visitor (not verified)

Mon, 08/17/2020 - 11:11am

75.145.75.69

Agency Contact Information

Agency Name

Borland Free Clinic

Address

3550 SW Borland Road

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Sandy Kosik

Contact Telephone Number

503-319-5810

Contact Email Address

sandykosik@borlandclinic.org

Agency Request Information

Request

\$2000

What is the Request for?

We are requesting funding to develop our volunteer recognition program. Our clinic only employs 4 part-time employees, making our volunteers the lifeblood of our clinic. In 2019, our 61 volunteers totaled 3,135 volunteer hours, a service value of \$79,629 to the clinic. Without our volunteers, we would not have been able to continue addressing the primary care needs of vulnerable populations in Tualatin during the COVID-19 pandemic. In the months of the pandemic alone (March 2020-July 2020), our volunteers totaled 1,351 volunteer hours, a service value of \$35,653. Therefore, we plan to use the funds from this grant to implement various volunteer appreciation projects, such as creating a snack cupboard for volunteers to utilize during their shifts, purchasing gifts for a "Volunteer of the Month" initiative, sending volunteers

birthday cards, and holding a holiday-themed volunteer appreciation event (COVID-19 pending). Due to how heavily we rely on our volunteers, we would like to make them feel appreciated and valued, which would not only aid in volunteer retention, but also in creating a positive and inclusive working environment.

Describe the Agency's Mission

Borland Free Clinic's mission is to bring hope and healing to vulnerable people in our community as an expression of Christ's love.

What Group of Citizens in Tualatin Does Your Organization Target?

The Borland Free Clinic serves primarily underinsured or uninsured patients. 8% of our patients identify as homeless and we see both children and adults. We are the only free clinic in Washington County and the only free clinic that sees children in Clackamas County.

What Types of Services will be Provided in the Funding Request Year?

This year, we will be providing a Diabetes Prevention Program (7% of our patients are pre-diabetic) and a Diabetes Management Program (6% of our patients suffer from either Type 1 or Type 2 diabetes). We will also offer immunizations, including a flu clinic, and specialty care services such as podiatry and physical therapy, in addition to referrals to other specialties through Project Access NOW and an annual Mobile Vision Clinic with the Casey Eye Institute.

How Many Tualatin Residents will be Served?

Approximately 28% of our patients live in Tualatin. We currently have almost 1000 patients in our Patient Database.

What Percentage of Your Program is Dedicated to Service in Tualatin?

100% of our program is dedicated to service in Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

Agency Organizational / Financial Information

Please Submit Your Budget Information

[2020_approved_budget_12_4_2019_board_meeting.pdf](#) [2]

Please Submit Your Board Information

[bfc_board_of_directors.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[irs_determination_letter.pdf](#) [4]

Other Attachments

[case_statement_final.pdf](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50711>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/2020_approved_budget_12_4_2019_board_meeting.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/bfc_board_of_directors.docx

[4] https://www.tualatinoregon.gov/system/files/webform/irs_determination_letter.pdf

[5] https://www.tualatinoregon.gov/system/files/webform/case_statement_final.pdf

Borland Free Clinic
Profit and Loss

	Actual 12/31/2018	Revised Budget 12/31/2019	YTD 9/30/2019	Proposed Budget 12/31/2020
Operating Income				
Donations- unrestricted	\$ 36,674	\$ 30,000	\$ 13,957	\$ 30,000
Grants		\$ 75,000	\$ 65,000	\$ 75,000
Events-	\$ 153,217	\$ 55,000	\$ 87,684	\$ 55,000
Gala- sponsorships	\$ 18,500	\$ 20,000	\$ 28,000	\$ 20,000
Gala- Tickets	\$ 21,875	\$ 25,000	\$ 21,200	\$ 25,000
Total for Events-	\$ 193,592	\$ 100,000	\$ 136,884	\$ 100,000
Interest Income	\$ 1,395	\$ 1,000	\$ 4,450	\$ 3,000
Total Operating Income	\$ 231,661	\$ 206,000	\$ 220,291	\$ 208,000
Operating Expense				
Admin - Background Clearance	\$ 269	\$ 400	\$ 265	\$ 400
Admin - Bank Fees and Charges	\$ 50	\$ 60	\$ 57	\$ 90
Admin - Compliance	\$ 449	\$ 100	\$ 50	\$ 100
Admin - computers for office	\$ 1,799	\$ -	\$ 190	\$ -
Admin - Consultant / Training/Conference	\$ 300	\$ 4,000	\$ 1,740	\$ 4,000
Admin - Insurance	\$ 1,831	\$ 3,250	\$ 2,112	\$ 3,250
Admin - IT and Internet Expenses	\$ 703	\$ 500	\$ -	\$ 500
Admin - Office Supplies	\$ 39	\$ 200	\$ 61	\$ 200
Admin - Other Expenses Taxes	\$ 543	\$ 2,500	\$ 288	\$ 250
Admin- Postage	\$ 30	\$ 50	\$ 40	\$ 50
Admin - Volunteer Appreciation	\$ 55	\$ 300	\$ 309	\$ 600
Depreciation	\$ 1,215	\$ -	\$ -	\$ -
equipment purchasing & repairs	\$ 959	\$ 57,000	\$ 14,145	\$ 42,000
Advertising, Marketing, video production		\$ 2,000	\$ 500	\$ 2,000
Credit Card Charges	\$ 2,504	\$ 1,250	\$ 2,251	\$ 2,500
Fund Raising - Health Forum	\$ 502	\$ 500	\$ -	\$ -
Fund Raising- Gala	\$ 19,037	\$ 27,500	\$ 27,451	\$ 30,000
Meals and Entertainment	\$ 1,151	\$ 1,200	\$ 55	\$ 1,200
Med- ED, Clinic Mgr, coach outreach		\$ 54,600	\$ 34,715	\$ 102,430
ED				\$ 38,080
Clinic Manager				\$ 13,978
Bi-lingual diabetes Prog Cord				\$ 17,472
New Director- Volunteer or Development				\$ 22,400
Grant writing				\$ 7,500
Americorp Vista				\$ 3,000
Med - Computers for Clinic	\$ 3,056	\$ 2,400	\$ 248	\$ 500
Med - Medical Supplies	\$ 478	\$ 2,400	\$ 835	\$ 2,400
Med - Office Supplies	\$ 150	\$ 250	\$ 211	\$ 500
Med - Printing and Copying	\$ 1,438	\$ 1,500	\$ 1,152	\$ 3,000
Med - Telephone Expense	\$ 307	\$ 300	\$ 281	\$ 400
Med - Volunteer tracking software	\$ 420	\$ 450	\$ 385	\$ 450
Med - Wall Panels	\$ 1,617			
Med - Pre-Diabetic Lab Testing	\$ 3,509	\$ 5,000	\$ 1,160	\$ 2,500
Med - Pre-Diabetic Lab retreats @ 2000		\$ 6,000		\$ 4,000
Med - Vision Clinic , food and frames	\$ -	\$ 3,000		\$ 2,000
Med - Tualatin Compassion Clinic		\$ 1,200	\$ 1,000	\$ 1,200
Printing and Stationery	\$ 169	\$ 600	\$ 223	\$ 600
Total Operating Expense	\$ 42,580	\$ 178,510	\$ 89,724	\$ 207,120
Net Surplus / (Deficit)	\$ 189,082	\$ 27,490	\$ 130,567	\$ 880



BORLAND FREE CLINIC

HOPE + HEALTH + COMMUNITY

Borland Free Clinic Board of Directors

Don Carter, JD
Board Chair
Partner, McEwen Gisvold

Manny Trujillo
Board Vice-Chair
Design Project Manager
Western Region
PGE

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Community & Global Outreach Pastor,
Rolling Hills Community Church

Faith Carter
Retired Community & Global Outreach Pastor,
Rolling Hills Community Church

John Geffel
Board Secretary
Lead Administrative Pastor,
Rolling Hills Community Church

Sue Neal, RN
Executive Director,
Battle Ground Healthcare

Jerry Robinson
Board Treasurer
Vice President & Relationship Manager,
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Mike Garrison, JD
Providence Health Systems
Human Resources

David Bartz, Jr
Chair Emeritus
Schwabe Williamson Wyatt, PC

Matt Presjak
Financial Advisor/Partner
Encompass Wealth Advisor

Cathi Presjak
Community Volunteer

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

DEPARTMENT OF THE TREASURY

MAR 21 2016

Date:

BORLAND FREE CLINIC
C/O JOHN GEFFEL
3550 SW BORLAND ROAD
TUALATIN, OR 97062-6772

Employer Identification Number:
46-1070038
DLN:
17053007329016
Contact Person:
MS. LEE ID# 31208
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
May 15, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is retroactive to your date of revocation.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar

Letter 947

BORLAND FREE CLINIC

to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

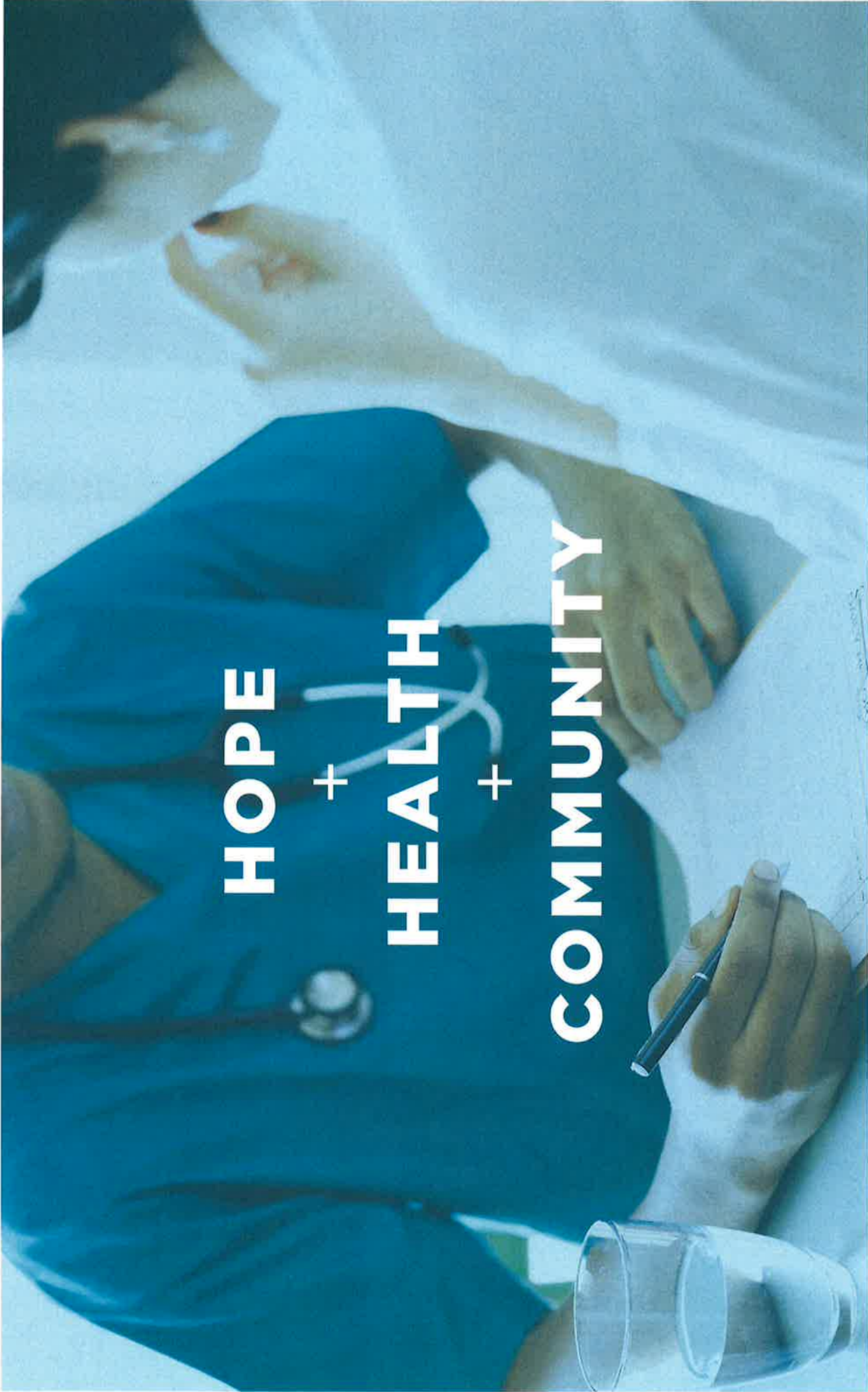
Sincerely,



Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

**BORLAND
FREE
CLINIC**
HOPE + HEALTH + COMMUNITY





HOPE

+

HEALTH

+

COMMUNITY

Hope, Health, and Community

- In today's healthcare environment, **far too many people remain uninsured, underinsured, or otherwise fall through the insurance gap** largely due to economic hardships and despite government programming.
- Studies have shown that un- or underinsured individuals are **more likely to live sicker, die younger, and utilize hospital emergency rooms** to address their medical needs.
- Nationally, **Covid-19 is expected to exacerbate this situation**, especially for minorities and the undocumented, as millions of people have lost their jobs and delayed (or skipped) medical care.
- Meanwhile, U.S. census data indicates that **1 in 10 persons were already living in poverty in our city of Tualatin** prior to Covid-19.
- Borland Free Clinic is the **only free clinic serving Washington County** and the only free clinic that sees both children and adults within Clackamas County.

Mission

To bring hope and healing to vulnerable people in our community as an expression of Christ's love.

Core Values

Compassionate
Attentive
Respectful
Excellence
Service



“I didn’t know what to do. And when I walked in here, they helped me. I’m no longer homeless. I have regular medical care, I’m happier, and it’s all because of me walking in the door that day. I can’t thank everybody enough. I believe that if I hadn’t walked in here and gotten the help that I’ve gotten from the people of this clinic, I’d be dead by now, I’m sure. This place is valuable for me: it saved my life.”

—Valerie



**Open Mondays and Thursdays
3:00 - 7:00pm
Urgent Care/Walk-ins accepted**

Primary Care Services:

- Asthma
- Diabetes
- Hypertension
- Headaches
- Endocrine disorders
- Arthritis
- Gastrointestinal disorders
- Mental Health

Additional Services:

- Prescription refills
- Specialty care referrals
- Assistance in obtaining free or discounted medications/supplies
- Oregon Health Plan Assister available
- Spanish language translator available

Diabetes Prevention Program

(Centers for Disease Control and Prevention recognized)

Fulfilling Our Mission

Staff and Volunteers:

- BFC employs four part-time employees
- All of its medical providers, nursing staff, front desk workers, and interpreters are volunteers
- In 2019, 61 volunteers totaled 3,135 volunteer hours — a service value to the clinic of \$79,629

Clinic Statistics:

- Roughly 70% of our clients identify as non-White (33% Hispanic/LatinX)
- About 14% report homelessness
- Averaged 70 unique patient visits per month in 2019

**“Every time I come here to serve, something amazing happens....
I just feel like the service that I do here is a calling for me.”**

- Dr. Chelsea Ban, Volunteer Medical Director

Our Clinic's Impact

...for patients

According to an external study, average out-of-pocket medical expenses for uninsured individuals younger than 65 are \$752/year. With 241 unduplicated patients at Borland Free Clinic in 2019, **this equates to about \$181,000 in patient savings.**

...for the hospital

One study estimates **the average cost of an emergency room visit at \$1,482** — a cost that, for an uninsured person, must be absorbed by the hospital. While not everyone who visits our clinic would otherwise end up in the ER, many could.

...for the community

Borland Free Clinic offers benefits to the community when considering that **patients who receive medical treatment**, and therefore avoid chronic or more severe illness, **are able to keep working as well as work more productively.**

Patient Testimonials

“ The biggest thing that happened to me is that I went from fear of what diabetes was to hope that it could ‘cease and desist.’”

-Donna

“ I guess I just needed somebody to say ‘I want to invest in you. You’re worth investing in.’ This is a free clinic. They are choosing to come and help us. It’s from their hearts.”

-Kay

“ I was just taken away by how empathetic the people were. I felt like I had developed a relationship with them and felt that I was in good hands.”

-Danny

Vision

Every person in the South Portland Metropolitan area has the blessing of access to quality healthcare that is respectful and compassionate.

The Cost of “Bringing Hope and Healing”

- Borland Free Clinic services are free to patients. As a result, our operations are funded **exclusively through grants, events, individual donations, and in-kind goods and services.**
- Our 2020 operating expenses are estimated at **\$300,000**. With total visits expected to be around 1,000 for 2020 (up from 823 in 2019), this roughly equates to a cost of **\$300 per individual patient visit.**

Anticipated Revenue Streams:

Foundation Grants: \$60,000

Fundraising Events: \$100,000

In Kind Goods & Services: \$95,000

Individual Gifts: \$45,000

Total: \$300,000

How to Be a Part of Our Mission

Gifts Per Year	1	2	4	5	10	15
Gift Amounts	\$6,000	\$4,500	\$3,000	\$1,500	\$600	\$300
Number of Patient Visits Gifts Pay For	20 visits	15 visits	10 visits	5 visits	2 visits	1 visit

Our goal for individual donations for 2020: \$45,000 (= 150 unique patient visits)

Staff Members

SANDY KOSIK, MPAS, M.S.
Executive Director

JORDAN EUGENE SKORNIK, PhD
Director of Development
& Communications

MARSHA CRISTALES-FONTAINE
Diabetes Program Coordinator

REZHNA RASHEED
Clinic Manager

Contact Us

Borland Free Clinic
3550 SW Borland Rd
Tualatin, OR 97062
503-974-8887
Fax 971-224-4853
info@borlandclinic.org



Board of Directors

DON CARTER, JD

Board Chair
Partner, McEwen Gisvold

MANNY TRUJILLO

Board Vice-Chair
Design Project Manager
Western Region, PGE

DAVE CARR

Community & Global Outreach Pastor,
Rolling Hills Community Church

FAITH CARTER

Retired Community
& Global Outreach Pastor,
Rolling Hills Community Church

JOHN GEFTEL

Board Secretary
Lead Administrative Pastor,
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JERRY ROBINSON

Board Treasurer
Vice President & Relationship
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Battle Ground Healthcare

MIKE GARRISON, JD

Providence Health Systems
Human Resources

DAVID BARTZ, JR

Chair Emeritus
Schwabe Williamson Wyatt, PC

MATT PRESJAK

Financial Advisor/Partner
Encompass Wealth Advisors

CATHI PRESJAK

Community Volunteer



“The greatest part of the [Diabetes] program is that it’s the relationships you make with the patients. It’s not that they come in, they’re just a disease, we treat the disease, and we send them away. Instead, it’s the connection that we make through meeting them, learning their story, and why they’re in the situation they are so that we can help them change their lifestyle.”

—Dr. Ban



Booklet design: Amy Zemel
AmyFernaldDesign.com



**BORLAND
FREE
CLINIC**
HOPE • HEALTH • COMMUNITY

3550 SW Borland Rd
Tualatin, OR 97062
503-974-8887
Fax 971-224-4853
info@borlandclinic.org

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #75

Submission information

Form: [Outside Agency Funding Request Form](#) [1]

Submitted by Visitor (not verified)

Fri, 08/21/2020 - 7:52am

97.120.58.127

Agency Contact Information

Agency Name

Columbia Land Trust

Address

511 SE Morrison St

City

Portland

State

Oregon

Zip Code

97214

Contact Name

Susie Peterson

Contact Telephone Number

503-238-2094

Contact Email Address

speterson@columbialandtrust.org

Agency Request Information

Request

Columbia Land Trust (fiscal agent) and Portland Audubon, as co-managers of the Backyard Habitat Certification Program (BHCP), are requesting funds in the amount of \$6,423 to support Tualatin residents in gardening sustainably and building habitat, which in turn provide city-wide benefits such as cleaner air and water, increased access to nature, and a greener and healthier environmental. The program engages individuals, businesses, schools, places of worship, community gardens, and many others. Currently there are 6,200 enrolled in the program regionally, 19 of which are in Tualatin. In FY20-21 BHCP will be reaching 1,050 new participants, of which we anticipate 15 being in Tualatin.

What is the Request for?

This request will cover the cost of providing site visits, site reports, a myriad of tools and resources, and lots of follow up consultations and communications with Tualatin participants.

Each participant receives an in-person site visit from one of our habitat technicians. The technician works with the participant to identify priority goals for restoring the property. During visit, we provide a resource packet full of information, as well as a Native Plant Discounts flyer, valued at over \$100, with discounts to 10 local retail nurseries.

After the visit, the technician writes a site report outlining specific recommendations to enhance the site. The participant then utilizes the information provided to follow the steps outlined in the report and work towards certification. As they're implementing the suggestions we provide lots of follow up communications including phone calls, emails, newsletters, and more. Once the participant is ready for certification we send a trained volunteer to confirm they've followed the suggestions and then congratulate them on certification and reward them with a beautiful sign. We also send a packet of benefits to thank them for the work they've done.

Funds from this grant will cover materials (resource packets, discount flyer, "in progress" and "certified" signs, outreach materials), time spent with participants (site visits, follow up conversations), and outreach (tabling at events and mailings) to get new signups, as well as staff management.

Describe the Agency's Mission

The mission of Columbia Land Trust is to conserve and care for the vital lands, waters, and wildlife of the Columbia River region through sound science and strong relationships. The Land Trust stewards over 44,000 acres along the Columbia River, from Astoria to the Dalles. Backyard Habitat is valued by the Land Trust as a core component of the organization's work within the Willamette Valley basin. The actions that people take in urban areas directly impacts water and air quality, water temperature, and wildlife habitat. Together participants steward urban lands to provide wildlife corridors and care for our natural resources.

The mission of Portland Audubon is to inspire people from all walks of life to enjoy, understand, and protect native birds and wildlife and the natural environment upon which we all depend. BHCP is seen by Portland Audubon as crucial to reaching people about conservation values and initiatives, and incentivizes them to take action and responsibility.

Together these two local non-profits manage the Backyard Habitat Certification Program. The mission of the Backyard Habitat Certification Program is to create a healthier region for people and wildlife. We do this by engaging thousands of individuals to take actions that, cumulatively, make a significant impact on the health of our waters, air, and soils. Together they increase tree canopy, turn lawns into bio-diverse green spaces, and keep pollutants out of our water. All those living in the region benefit from less polluted air to breathe, less polluted water to drink and recreate in, and increased green spaces that provide easy access to nature and the mental and physical health benefits that nearby access to nature provides.

As development and the population in the metropolitan area grows at an unprecedented rate — from 2.1 million people today to 3.2 million people in 2030 — it is a priority to enlist the help of city residents in efforts to combat environmental burdens. The BHCP directly responds to this call to action by engaging urban and sub-urban residents as partners in conservation. The objectives of the program are to increase the public's awareness of the benefit of conservation in the metropolitan area and to incentivize continual, measureable on-the-ground habitat enhancements in five key areas; 1) remove noxious weeds, which destroy thousands of acres each year, 2) enhance native vegetation in their yards, which provide crucial food and habitat to birds and pollinators, 3) reduce pesticides, which pollute our waters and kill fish and amphibians, 4) steward wildlife to compensate for the loss of habitat from urbanization, and 5) improve stormwater management to keep rivers clean and reduce water usage. Through these activities,

participants gain an understanding that their backyards play a role in supporting broader conservation efforts and are part of a landscape-wide eco-system of solutions.

What Group of Citizens in Tualatin Does Your Organization Target?

Backyard Habitat works with anyone who is interested in stewarding land by gardening sustainably and gardening for wildlife. Many of our program participants are homeowners who are looking for help to address noxious weeds on their property and/or to provide habitat for birds and pollinators. We also have many renters in the program who work with their landlord to participate in the program. In addition, we have over 300 community sites such as schools, apartment complexes, places of worship, community gardens, and businesses in the program.

For single family residences we serve anyone with a site under 1 acre. When BHCP was created in 2011 it was done so by working with local SWCDs, who saw urban areas as needing a program to serve small lots since SWCDs are better set up to serve larger lots. The exception to our 1 acre rule is that we do allow community sites, as mentioned above, to enroll since they are recognized as demonstration sites that a larger number of people can access and benefit from.

The BHCP is particularly relevant and impactful for marginalized communities, which are often pushed to undervalued neighborhoods with little or no green space. Because of this, the BHCP has increased its focus on diversity, equity and inclusion. Since 2014, we have focused outreach in partnership with culturally-specific groups. Our program flyer is translated to include the 6 most-commonly spoken languages in the region and deliver our 45 min program presentation in Spanish. We've worked to increase the cultural competency of our team by hiring staff and contractors that are bi-cultural and speak multiple languages. We contract with local non-profits to provide translation services as needed. We work with our culturally-specific partners on special initiatives that aim to reduce barriers and serve these communities by implementing projects they view as priorities. We seek feedback from participants on what barriers they're coming up against while implementing their projects so we can better support them in the future.

What Types of Services will be Provided in the Funding Request Year?

In FY20-21 we will enroll and provide services to 15 Tualatin residents, as outlined below.

SERVICES PROVIDED TO EACH PROGRAM PARTICIPANT:

1) In-person site visit by trained Habitat Technician:

- Identification of noxious weeds and information on removing them
- Recommendations for best native plants for the site
- Collect baseline info on noxious weeds, native plants, stormwater management, wildlife stewardship and pesticides use
- Resource packet (contents outlined below)
- Praise for any actions taken, encouragement to do more!
- "In Progress" or "Certified" sign

2) Resource packet:

- Coupons to 10 local native plant nurseries
- Metro Native Plant Guide to help with native plant ID
- Poster for identifying native plants
- Poster for identifying noxious weeds
- Information on local classes and workshops on raingardens, pollinators, and more
- Coupons for recommended books
- Landscape Directory listing local landscapers trained by BHCP staff
- Flyers for local soil and water conservation district
- Flyers for pesticide reduction website and Metro's No Pesticide Pledge
- Flyers for providing safe environment for birds

3) Personalized site report – emailed to participant after site visit:

- Thorough details of existing site conditions and restoration actions taken
 - List of recommended Willamette Valley native plants
 - Handout for each noxious weed present and eradication advice
 - Suggestions for managing stormwater on site
 - Suggestions on reducing the use of pesticides and using natural alternatives
 - Suggestions for enhancing habitat for birds and pollinators
 - Link to online Resource Library, with dozens of handouts and articles for restoring properties and creating habitat
- 4) Certification Benefit Packets from Columbia Land Trust and Portland Audubon
 - 5) Nursery Flyer with discounts to local nurseries that sell native plants
 - 6) Quarterly enewsletter full of information and additional resources for gardening sustainably

SERVICES PROVIDED TO CITY OF TUALATIN:

- 1) Provide technical support to Tualatin residents to plant native plants, remove noxious weeds, reduce pesticides used, manage stormwater and steward wildlife
- 2) Leverage the City's existing natural resource goals and efforts
- 3) Provide discounts and incentives to Tualatin residents; native plant nursery coupons, free memberships to Columbia Land Trust and Portland Audubon, etc.
- 4) Make data available for City use; MS4 permits, stormwater data, pesticides data
- 5) Publicize the City's support on our website, social media, annual reports, etc.
- 6) Support the green economy of Tualatin by publicizing nurseries and landscapers
- 7) Provide text, images, logos for social media, newsletters, and other program outreach

How Many Tualatin Residents will be Served?

Approximately 15 residents are expected to enroll in the program and receive services. The program expanded into the Clackamas County portion of Tualatin in FY18-19, and into the Washington County portion in FY19-20. This year we will be building off of the success of the two prior years. Each year more residents learn about the program from their neighbors and friends, so the program grows exponentially each year.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Backyard Habitat works throughout Clackamas, Multnomah, Washington and Clark counties. BHCP has been working in Tualatin for 24 months. Based on historical and current rates of enrollment, as well as what we've seen in surrounding cities, we anticipate dedicating 1.4% of our time and resources in Tualatin in FY20-21.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

BHCP is funded through contracts and grants with a range of agency partners including Clackamas Soil and Water Conservation District (CSWCD), Tualatin Soil & Water Conservation District (TSWCD), East Multnomah Soil and Water Conservation District (EMSWCD), West Multnomah Soil and Water Conservation District (WMSWCD), Clark County Public Health, Clark County Public Works, Metro, PGE, Land Trust Alliance, Clackamas County Water Environment Services, Oak Lodge Water Services, and the cities of Lake Oswego, Milwaukie, Wilsonville, West Linn, Tigard, Beaverton, Hillsboro, Washougal, Camas, Ridgefield, Portland, and Gresham.

Agency Organizational / Financial Information

Please Submit Your Budget Information

[20-21_tualatin_budget.pdf](#) ^[2]

Please Submit Your Board Information

[board_profiles_july_2019.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[clt_501c3_letter.pdf](#) [4]

Other Attachments

[bhcp_site_inventory_map_july_2020.pdf](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50881>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/20-21_tualatin_budget.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/board_profiles_july_2019.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/clt_501c3_letter.pdf

[5] https://www.tualatinoregon.gov/system/files/webform/bhcp_site_inventory_map_july_2020.pdf

FY20-21 BUDGET FOR TUALATIN

August 21, 2020

PERCENT OF REGIONAL BUDGET

20-21 Regional Site Visits	1050
20-21 Tualatin	15
%	1.4%

TUALATIN BUDGET

Personnel Costs (1.4% of regional cost)

Program Management - IMPLEMENTATION	\$2,141.15
Program Support - IMPLEMENTATION	\$1,361.60
Personnel Total	\$3,502.74

Professional Services and Technology

Outreach & Technician Training	\$304.50
Website & Database Updates and Maintenance	\$112.00
Diversity Equity and Inclusion Initiatives	\$70.00
Hardware, Software and Hosting	\$25.20
Professional Services and Technology Total	\$511.70

Materials/Travel

Mileage reimbursement	\$28.00
Other Materials: office supplies, volunteer appreciation, et	\$20.30
Native Plant Discounts flyer	\$70.00
Printing	\$28.00
Total Materials/Travel	\$146.30

Site Assessment Cost

Assessment Cost	\$1,065.00
Site Materials	\$360.00
Total Assessment Cost	\$1,425.00

SUB-TOTAL	\$5,585.74
15% Admin Fee / Overhead	\$837.86
TOTAL	\$6,423.60

COLUMBIA LAND TRUST
Board of Directors Profiles

July 2019

Lisa Amato

412 NE Royal Ct.
Portland, OR 97232
(503) 789-3262
lisa@AmatoCraig.com

Profession: Principal, Amato Mediation

Residence: Portland, Oregon

Kerry Barnett

SAIF Corporation
400 High Street SE
Salem, OR 97312
(503) 373-8005
Kerbar@saif.com

Profession: President and CEO, SAIF Corporation

Residence: Portland, Oregon

Charlie Bishop

5034 SW Hilltop Lane
Portland, OR 97221
(503) 709-4686
cbbishop58@gmail.com

Profession: Pendleton Woolen Mills

Residence: Portland, Oregon

Debbie Craig -Vice-President

1008 Spruce Street
Lake Oswego, OR 97034
(503) 704-5732
debbiefcraig@gmail.com

Profession: Attorney; Retired Trustee, Meyer Memorial Trust

Residence: Lake Oswego, Oregon

Janna Davydova

1211 SW 5th Avenue, Suite 1800
Portland, Oregon 97204
(503) 442-2917
jdavydova@schwabe.com

Profession: Attorney, Schwabe, Williamson, & Wyatt

Residence: Portland, Oregon

Aja DeCoteau

700 NE Multnomah St. Suite 1200
Portland, OR 97232
(503) 731-1252
deca@critfc.org

Profession: Watershed Department Manager
Columbia River Inter-Tribal Fish
Commission

Residence: Portland, Oregon

Wendy Gerlach- President

3612 SW Dosch Ct.
Portland, OR 97221
(503) 297-6363
wendy@wgerlachlaw.com

Profession: Lawyer, specializing in conservation
finance, nonprofits, taxation, and estate
and trust issues.

Residence: Portland, Oregon

COLUMBIA LAND TRUST
Board of Directors Profiles

July 2019

Janet Gifford

2785-A NW Upshur St
Portland, OR 97210
(503) 866-3411
jgiff@gmail.com

Profession: Retired, Director of Marketing for Online and Continuing Education at Linfield College

Residence: Portland, Oregon

Elaine Harvey

114 West Main Street
Goldendale, WA 98620
(509) 773-3147
elaine@ykfp.org

Profession: Fisheries Biologist

Residence: Goldendale, Washington

Barbara Johnson

600 NW Heermann Dr.
Vancouver, WA 98685
(360) 606-7547
bdjhnsn@gmail.com

Profession: Retired, Superior Judge, Clark County, WA

Residence: Vancouver, Washington

Laura Planck

10460 SW 66th Ave
Tigard, OR 97223
(971) 409-2134
Planck1981@yahoo.com

Profession: Technical Specialist, Quantum Spatial Inc.

Residence: Tigard, Oregon

Rudy Salakory

1315 SE Oak Street
Portland, OR 97214
(360) 901-5705
rudysalakory@gmail.com

Profession: Habitat Restoration and Conservation Program Manager, Cowlitz Indian Tribe

Residence: Portland, Oregon

Stephen Shields – Treasurer

6430 NW Burgundy Drive
Corvallis, OR 97330
(541) 760-1155
steve.constructive@comcast.net

Profession: Strategy and Organizational Consultant

Residence: Corvallis, Oregon

Tim Spofford

15700 NW 23rd Court
Vancouver, WA 98685
(360) 909-3382
timk.spofford@gmail.com

Profession: Business Owner and Consultant: InCollaboration

Residence: Vancouver, Washington



P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248219411
July 12, 2012 LTR 4168C E0
94-3140861 000000 00
00025832
BODC: TE

COLUMBIA LAND TRUST
% CHERY KEARNEY
1351 OFFICERS ROW
VANCOUVER WA 98661-3856



044659

Employer Identification Number: 94-3140861
Person to Contact: Laura Botkin
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 02, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1998.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

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 sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248219411
July 12, 2012 LTR 4168C E0
94-3140861 000000 00
00025833

COLUMBIA LAND TRUST
% CHERY KEARNEY
1351 OFFICERS ROW
VANCOUVER WA 98661-3856

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

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations

Backyard Habitat Certification Program

Site Inventory: July 2020



Backyard Habitat
Certification
Program Boundary

Certification Level

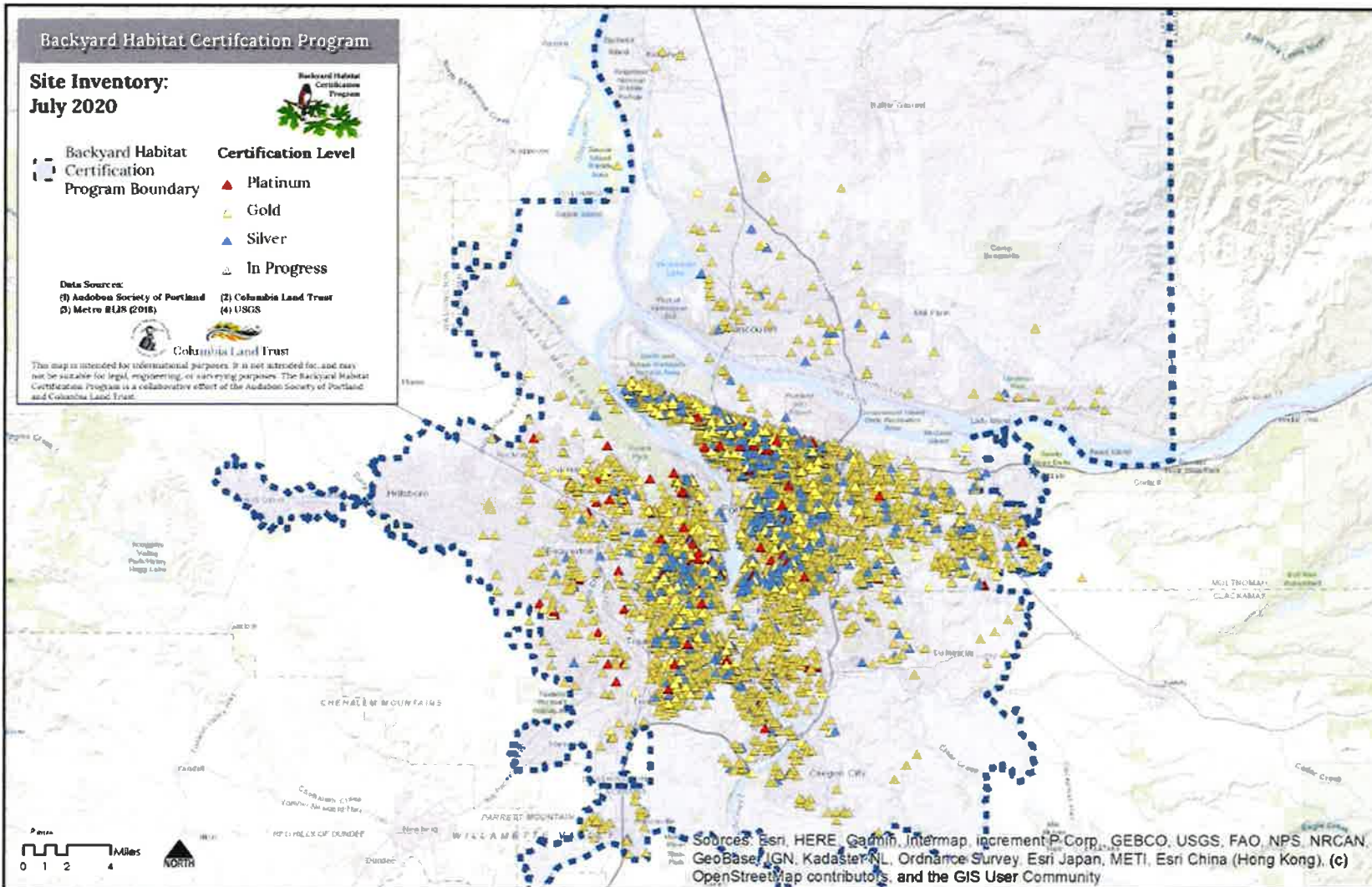
- ▲ Platinum
- ▲ Gold
- ▲ Silver
- ▲ In Progress

Data Sources:

- (1) Audubon Society of Portland
- (2) Columbia Land Trust
- (3) Metro BUIS (2018)
- (4) USGS



This map is intended for informational purposes. It is not intended for, and may not be suitable for, legal, engineering, or surveying purposes. The Backyard Habitat Certification Program is a collaborative effort of the Audubon Society of Portland and Columbia Land Trust.



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #76

Submission information

Form: [Outside Agency Funding Request Form](#) [1]

Submitted by Visitor (not verified)

Fri, 08/21/2020 - 3:18pm

73.25.116.201

Agency Contact Information

Agency Name

Community Action Organization

Address

1001 SW Baseline Street

City

Hillsboro

State

Oregon

Zip Code

97123

Contact Name

Susan Salisbury

Contact Telephone Number

503-693-3231

Contact Email Address

ssalisbury@caowash.org

Agency Request Information

Request

Community Action respectfully requests \$9,000 from the City of Tualatin to support the staffing costs for Community Resource Advocates (CRAs) on our Crisis Intervention Team. CRAs work directly with low income households, including Tualatin residents, to assess household needs and connect individuals and families with Community Action services in a centralized model.

What is the Request for?

Community Action provides a variety of services to low income Tualatin households, from basic needs such as rent and utility assistance, career development, housing services, family advocate home visiting and our Head Start programs. Our Crisis Intervention Team works closely with community partners who refer individuals to Community Action for assistance. Bilingual Crisis Intervention CRAs conduct Community Action Resource Eligibility (CARE) assessments with clients. A CARE assessment is a series of questions that determine a client's

interest in and eligibility for any of Community Action's services. This model allows Community Action to perform "wrap around services" that will assist families and individuals in moving towards self-sufficiency. The CARE assessment operates within a trauma-informed, client-centered services design, circumventing the need for families to apply separately for each program, tell their story repeatedly and complete multiple applications. In program year 2019-20, 1200 households received CARE assessments county-wide. Through the CARE assessment process, 2,284 referrals were made to Community Action services. Of the 1200 households assessed, 45% were referred to more than one service.

In addition to conducting CARE assessments to connect clients with Community Action services, the Crisis Intervention Team also assists individuals and families in applying for Oregon Health Plan coverage, with a focus on the Cover All Kids program. Beginning in January 1, 2018, legislation expanded the Oregon Health Plan eligibility to include more children and teens, regardless of immigration status, including those who were previously only eligible for emergency Medicaid. CRAs work with income-eligible families who lack health insurance, helping them with the OHP enrollment or renewal process and providing navigation assistance, including helping families work with the Coordinated Care Organization in their region, locate a health care provider, and connect with Community Action services.

Prior to the pandemic, Crisis Intervention Team CRAs were located in Beaverton, Tigard, and Hillsboro DHS offices, the Family Justice Center, the Hawthorn Mental Health Walk-In Center, The Providence Tanasbourne Clinic, and the Beaverton Library, where CRAs met directly with clients and conducted CARE assessments at those locations. This in-person partnership is one that we plan to continue when it becomes feasible and safe to do so; currently CARE assessments are conducted by phone. Community Action's Tigard Multi-Service Center is co-located with the Tigard DHS office and we continue to receive WIC and DHS referrals at that location. Our Tigard location and the Tigard DHS office serve both Tigard and Tualatin residents. In program year 2019-20, 63 households received CARE assessments at that location. 103 referrals to Community Action services were made from those assessments, and 40% of the households assessed received referrals to more than one service.

Describe the Agency's Mission

Community Action leads the way to eliminate conditions of poverty and creates opportunities for individuals and communities to thrive. To this end, Community Action provides an array of services for households in Tualatin and throughout Washington County.

What Group of Citizens in Tualatin Does Your Organization Target?

The Crisis Intervention Team serves low income Tualatin residents experiencing a variety of needs.

What Types of Services will be Provided in the Funding Request Year?

Community Action will continue to utilize the Crisis Intervention Team's work in connecting clients with a comprehensive set of programs and services aimed at assisting low-income Tualatin residents to increase or maintain self-sufficiency.

How Many Tualatin Residents will be Served?

We anticipate that the Crisis Intervention Team CRAs will conduct CARE assessments with approximately 53 Tualatin households, or 159 individuals.

What Percentage of Your Program is Dedicated to Service in Tualatin?

In FY 18-19, Community Action provided services to 28,900 individuals county-wide. Tualatin residents represent approximately 4.4% of households served in all programs.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

Community Action currently receives funds supporting Crisis Intervention services from state, county and municipal sources. The Crisis Intervention Team has also received foundation support in the past. We will continue to seek support from other municipalities in addition to the Cities of Beaverton and Tualatin and are also in the process of identifying potential corporate support.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[tualatin_20-21_budget.pdf](#) [2]

Please Submit Your Board Information

[2020-2021_bd_member_list.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[irs_letter_of_determination_2010.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50911>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/tualatin_20-21_budget.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/2020-2021_bd_member_list.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/irs_letter_of_determination_2010.pdf

**Community Action
Crisis Intervention Team 20-21 Budget**

	Total Cost	State (Emergency Housing Assistance)	State (Community Services Block Grant)	State (Low Income Energy Assistance)	City of Beaverton	City of Tualatin
Staffing, 6 FTE (including Taxes & Benefits)	\$326,888	\$110,372	\$65,000	\$113,716	\$29,250	\$8,550
Administration	\$21,851	\$12,173	\$0	\$5,978	\$3,250	\$450
Total Program Cost	\$348,739	\$122,545	\$65,000	\$119,694	\$32,500	\$9,000



2020-2021 BOARD OF DIRECTORS

EXECUTIVE COMMITTEE

- Chair:** Nancy M. Ford, Executive Director, E.I./Early Childhood Special Education, NW Regional Education Service District
- Vice-Chair:** Bill Miner, Attorney, Partner-in Charge, Davis Wright Tremaine, LLP
- Treasurer:** Scott Gardner, Sr. Principal Accountant, Portland General Electric
- Secretary:** Tania Uluan, Community Representative
- At Large:** Steve Callaway, Mayor, City of Hillsboro
Jason Yamamoto, Director of Operations, Swagelok

BOARD MEMBERS

Brian Holman, The Standard
Courtney Thomas, Community Representative
Denny Doyle, Mayor, City of Beaverton
Kat Sigurdson, Community Representative
Pam Treece, Commissioner, Washington County
Peter B. Truax, Mayor, City of Forest Grove
Rolanda Garcia, District 16 Manager, Department of Human Services
Sheri Schouten, State Representative



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248667582
Jan. 25, 2010 LTR 4168C E0
93-0554941 000000 00

00018010
BODC: TE

COMMUNITY ACTION ORGANIZATION
1001 SW BASELINE ST
HILLSBORO OR 97123-3822



016039

Employer Identification Number: 93-0554941
Person to Contact: Mr. Miller
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 13, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in April 1974.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

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 sections 2055, 2106, and 2522 of the Code.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

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

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #73

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Thu, 08/20/2020 - 3:43pm
96.89.97.9

Agency Contact Information

Agency Name

Domestic Violence Resource Center (DVRC)

Address

PO Box 494

City

Hillsboro

State

Oregon

Zip Code

97123

Contact Name

Megan Bradley

Contact Telephone Number

5036405352

Contact Email Address

meganb@dvrc-or.org

Agency Request Information

Request

\$5,000

What is the Request for?

The Domestic Violence Resource Center is requesting these funds to support online services offered to domestic violence victims. In the face of the global Coronavirus Pandemic, domestic violence incidents have risen. This rise in numbers can be attributed to a variety of issues including reduced access to necessary services. DVRC has worked hard to maintain our reach in the community during this unprecedented time, but due to safety concerns, we have had to come up with new ways to ensure that survivors are still able to receive the help and care that they deserve while remaining healthy and safe.

In March of 2020, DVRC began using the Zoom platform to conduct services through our

Community Advocacy Program and Counseling Services Program. These two programs are responsible for providing supportive services to over 2,000 survivors every year. Acquiring the use of this platform has allowed us to connect with survivors in their own homes and continue providing the life-saving services we have offered for 45 years. We are proud to offer this new avenue of support to survivors, but the cost is unexpected to our current budget. The use of the HIPAA Compliant Zoom platform costs \$685 per month, which will total \$8,220 per year. Due to the uncertainty of this pandemic and to provide more access to survivors, we plan to offer online services indefinitely.

Describe the Agency's Mission

The mission of the Domestic Violence Resource Center is to educate, support, and empower survivors, and their children, who are affected by intimate partner violence by offering counseling, advocacy, shelter services and community outreach. All services provided by DVRC are confidential and offered free of charge.

What Group of Citizens in Tualatin Does Your Organization Target?

DVRC is the largest and most comprehensive domestic violence organization in Washington County. We provide services to adults and children who have experienced domestic violence regardless of gender identification and/or sexual orientation. To ensure that all people have access to the services and resources we provide, we offer them free of charge. To meet the needs of our community, all services are offered in English, Spanish, Hindi, Punjabi, and Bengali.

What Types of Services will be Provided in the Funding Request Year?

The Domestic Violence Resource Center will continue to offer wrap-around services to our clients.

DVRC's Community Advocacy Program provides free advocacy services to those seeking them. Advocacy services include filing protective orders, court accompaniment for protective order related hearings, safety planning, crisis intervention and case management, resource referrals, application assistance with the Address Confidentiality Program, and more. Currently, advocacy services are provided remotely through the Zoom platform, by e-mail, and over the phone. Once COVID-19 is under control, services will also resume at DVRC's Beaverton office, as well as the Washington County Courthouse in Hillsboro, and DHS offices in Beaverton, Hillsboro, and Tigard.

DVRC's Counseling Services Program provides free counseling to adults and children (ages 5+). Adult services include individual counseling, 24-week domestic violence support groups, crisis intervention, safety planning, and resource referrals. Child/youth services include individual counseling, art/play/sand therapy, parent/child counseling, 12-week "Coping with Conflict" groups for adolescents, 12-week "Teen Healthy Relationships" groups, safety planning, and resources referrals. Licensed staff and master's level interns currently provide counseling services remotely through the Zoom platform and by phone. When it is safe to do so, services will also resume at DVRC's Beaverton office.

DVRC's Housing Services Program provides free shelter to those in need. Monika's House provides safe and confidential emergency shelter to survivors fleeing imminent physical danger. Monika's House is also home to Monika's Pets, one of only five shelters in Oregon to provide a space for pets to follow their owners into safety. Mary Mac House provides transitional housing for survivors of domestic violence for up to one year. Sojourner's House provides permanent independent housing for survivors of domestic violence. All three sub-programs have access to the services provided by DVRC's Housing Services Program. Those services include individual and group domestic violence support, parenting groups and support, children's groups and support, safety planning, resource referrals, advocacy and case management, housing and

employment support, financial planning, and more.

DVRC also operates a 24-hour, 7 days a week, 365 days a year crisis line. DVRC's crisis line is run out of Monika's House shelter and connects those in need with resources and services.

In addition to these services, DVRC provides community education and training to other agencies, schools, and businesses.

How Many Tualatin Residents will be Served?

In 2019, Tualatin Residents made up 4% of our total client base. This percentage is based on the number of survivors who disclosed their address to DVRC. We do not require survivors to disclose this information when receiving services.

What Percentage of Your Program is Dedicated to Service in Tualatin?

DVRC is dedicated to serving all survivors of domestic violence in Washington County and surrounding areas, which includes Tualatin. In the last year, DVRC has worked hard to provide services to the far reaches of the county and give access to safety to those who have not previously had it. This effort has resulted in an increase in numbers of Tualatin Residents seeking DVRC services from previous years. We expect that the number of Tualatin Residents served by our programs will remain around 4% of our total clientele.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

N/A

Agency Organizational / Financial Information

Please Submit Your Budget Information

[20-21_dvrc_budget_summary.pdf](#) [2]

Please Submit Your Board Information

[boardlistdvrc20.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[501c3_designation.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50861>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/20-21_dvrc_budget_summary.pdf

[3] <https://www.tualatinoregon.gov/system/files/webform/boardlistdvrc20.pdf>

[4] https://www.tualatinoregon.gov/system/files/webform/501c3_designation.pdf

Domestic Violence Resource Center	
2020-2021 Budget - Agency APPROVED	
Income	
Total 41000 · Fundraising Income	15,000
Total 43400 · Direct Public Support	63,910
Total 44800 · Indirect Public Support	1,000
Total 45000 · Foundation Grants	25,000
Total 46000 · Federal Grants	849,258
Total 46200 · State Grants	796,109
Total 46400 · County Grants	576,057
Total 46600 · City Grants	5,000
Total Income	2,331,334

Domestic Violence Resource Center		
2020-2021 Budget - Agency APPROVED		
Expense		
61000 · Personnel Costs		
61010 · Salaries		1,287,927
61030 · Employee Benefits		265,179
61040 · Payroll Tax Expense		151,636
Total 61000 · Personnel Costs		1,704,742
62115 · Advertising		500
62110 · Audit		15,000
62117 · Automobile Expenses		6,500
62120 · Bank Fees		500
62170 · Client Assist - Housing		158,339
62171 · Client Assist - JRI Flex Funds		34,936
62173 · Client Assistance - Legal		5,000
62160 · Computers & Software		5,000
62250 · Conference, Meetings, Training		16,200
62100 · Contract Services		32,000
62260 · Dues and Subscriptions		4,000
62280 · Equipment Rental		21,700
62330 · Fundraising Expense		10,000
62180 · Gifts and Awards		4,800
62230 · Insurance		26,200
62400 · Interest Expense		-
62130 · Legal & Accounting Fees		-
62270 · Licensure		700
62320 · Occupancy		51,000
62140 · Payroll Service		5,625
62200 · Postage & Delivery		1,500
62300 · Printing & Promotional Material		5,450
62240 · Repair and Maint		55,727
62290 · Small Equipment & Furniture		7,500
62150 · Supplies		17,050
62190 · Telecommunications		17,600
62310 · Travel/Mileage		6,200
62210 · Utilities		21,000
Total Expense		2,234,769
Net Ordinary Income		96,565
Other Income/Expense		
Other Income		
50001 · In-Kind Revenue		20,772
50005 · Interest Income		650
50000 · Other Income - Other		2,000
Other Income		23,422
Other Expense		
Total Other Expense		20,772
Net Other Income		2,650
Net Income		99,215

Domestic Violence Resource Center 2019/20 Board of Directors

Updated 2/24/20

Last Name Term Expires	First Name & Middle Initial	Address	Job Title, Employer Name & Address	Phone 1	Phone 2	Fax/E-mail	Position on Board Length of time on Board
Choudhary 2020	Jyoti	5800 NW 205 th Ter. Portland, OR 97229	HR Manager, Intel	503-708- 0643		Jyoti.choudhary@intel.com	Chair Finance Committee 3 years
Crabtree 2021	Tobi	12930 SW Laurmont Drive, Tigard, OR 97223 (temporary)	Consultant	310-989- 8267		t.crab08@gmail.com	Member 2 years
Eddy 2021	Ashley	18953 Pilkington Rd Lake Oswego, Or 97035	Community Volunteer	503-887- 1495		akwisniewski@gmail.com	Member 2 years
Gupte 2021	Manjusha	12673 NW Forest Spring Ln Portland, OR 97229	Professor, Portland State University PO Box 751 Portland, OR 97207	503-725- 9290		magupte@gmail.com	Vice Chair 2 years
Hough 2022	Nikki	5370 SW Hall Ct Beaverton, OR 97005	Lawyer, Hough Law PO Box 2014 Beaverton, OR 97005	503-334- 7016	503-208- 6610	nicole@houghlawfirm.com	Treasurer Finance Committee, Chair 4 years
Khare 2022	Milind	16681 NW Paddington Dr Beaverton, OR 97006	Intel	503-614- 9657		milind@mkhare.com	Member 1 year
Munson 2020	Paul	4670 NW Kahneeta Dr Portland, OR 97229	LoanStar 9020 SW Washington Square Rd Ste 350 Portland, OR 97223	503-806- 2998		pmunson@mtgxps.com	Member 3 years
Musial 2022	Melanie	1535 SW Clay St. Unit 208 Portland, OR 97201	District Attorney, WaCo 150 N. First Ave Suite 300 MS 40 Hillsboro, OR 97123	414-628- 3379	503-846- 3014	melaniemusial@gmail.com	Secretary 4 years
Ugarte 2021	Juan	3560 E. Main St. Hillsboro, OR 97123	Virginia Garcia Memorial Health Center PO Box 6149 Aloha, OR 97007	503-956- 7579		juani.ugarte@yahoo.com (primary) jugarte@vgmhc.org	Member 2 years

Internal Revenue Service

Department of the Treasury

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

Date: December 27, 2001

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

Person to Contact:
Ms. Smith #31-07262
Customer Service Representative
Toll Free Telephone Number:
8:00 a.m. to 9:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
93-0665804

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.

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

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #65

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Wed, 07/29/2020 - 2:41pm
73.25.30.19

Agency Contact Information

Agency Name

Family Justice Center of Washington County

Address

735 SW 158th Avenue, Ste 100

City

Beaverton

State

Oregon

Zip Code

97007

Contact Name

Judy Willey

Contact Telephone Number

503 475 8435

Contact Email Address

willeyjl68@gmail.com

Agency Request Information

Request

\$6,000 - (1) funding the needs of victims during Covid 19 (temporary housing, food & transportation, minimal supplies); (2) assistance with additional sanitary needs for clients (masks, hand washing station) and increased sterilization & daily cleaning needs in Center done by staff.

What is the Request for?

As stated above - our immediate needs are centered around additional costs due to Covid 19 and client needs due to an increase in domestic violence during the stay home sheltering. Victims are needing longer stays in temporary housing (hotels) during this time and more support with their basic needs. We are meeting these needs at this time but will not have enough \$ to meet future needs.

Describe the Agency's Mission

FJC Mission: Provide all of the services a victim and family of abuse (domestic, elder and sexual) will need "under one roof" to move them from victim to survivor. Offer the opportunity and support to move families from a life of fear and abuse to safety, healing and hope for a better future!

What Group of Citizens in Tualatin Does Your Organization Target?

We are targeting any person or family who is experiencing or have experienced any type of abuse without regard to race, creed or color. Our doors are open to all citizens in Tualatin who come to the Center for help. We know that often it can take up to seven(7) attempts before a victim really leaves an abusive situation. The Family Justice Center is making a huge difference by providing a safe place for victims can find services that lead them out of abusive situations into a life every citizen deserves! The Center is a welcoming place where victims are treated with respect and compassion.

What Types of Services will be Provided in the Funding Request Year?

FJC will continue to offer victims and families and survivors the following services inside the Center: Safety Planning, Legal Aid, Counseling, Protection if needed, Housing and Food assistance, Transportation, Employment assistance, Language Interpretation, Restraining Orders and Child Care. Outside partner services for the Center: Healthcare,(medical/dental), Mental Health Care, Basic Needs (clothing, additional long term food assistance) and Family Counseling. We will continue to care for victims children while they are at the Center which will include healthy snacks and a warm atmosphere with a trained coordinator in our Child Center.

How Many Tualatin Residents will be Served?

Every person in your community who needs our services will be served! In 2019 year we had 48 victims come to the FJC for services which included restraining orders, safety planning, legal advice, counseling and temporary housing/food assistance.

Our numbers are growing in all communities because the Family Justice Center is better marketing our services and police departments are recommending us during domestic violence calls.

What Percentage of Your Program is Dedicated to Service in Tualatin?

The Family Justice Center is OPEN to all communities and serves all communities. We are open five days a week - 8-5 pm and have "after hours" Hotline. We have 10 social service partners inside the Center and several others who partner with us that are located in Washington County. Outside services are centered around Healthcare, Mental Health and Family Counseling. FJC serves every citizen in Tualatin who needs our services.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

2020 Government Funding includes: Washington County; 2020 Cities include: Beaverton, Hillsboro, Tigard, Sherwood, King City, Durham, Forest Grove, Cornelius, North Plains and Banks. The amount of funding varies and usually depends on the size of the City and police reports around domestic, elder & sexual violence. It is safe to say that EVERY community experiences a violence the Family Justice Center can serve and make a difference! Our 2020 cash and in kind budget is over \$1M and our raise need for the coming year is approximately \$500,000.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[city_of_tualatin_fjc_2020-2021_budget2.pdf](#) [2]

Please Submit Your Board Information

[updated_board_roster_4-01-2020.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[fjc_non_profit_verification.pdf](#) [4]

Other Attachments

[2020_w9_form_for_fjc.pdf](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50221>

Links

- [1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>
- [2] https://www.tualatinoregon.gov/system/files/webform/city_of_tualatin_fjc_2020-2021_budget2.pdf
- [3] https://www.tualatinoregon.gov/system/files/webform/updated_board_roster_4-01-2020.pdf
- [4] https://www.tualatinoregon.gov/system/files/webform/fjc_non_profit_verification.pdf
- [5] https://www.tualatinoregon.gov/system/files/webform/2020_w9_form_for_fjc.pdf

2020 - 2021 FJC budget	2019 - 2020 Actual	2020 - 2021 Budget
Direct Support		
Washington County	\$ 330,500.00	\$ 330,000.00
Washington County Cities	\$ 97,000.00	\$ 97,000.00
Total Direct Support	\$ 427,500.00	\$ 427,000.00
Foundation Grants		
Unrestricted	\$ 29,185.00	\$ 15,000.00
Restricted	\$ 65,000.00	\$ 115,500.00
Total Grants	\$ 94,185.00	\$ 130,500.00
Corporate Support		
Individual Donations	\$ -	\$ 15,000.00
Total Donations	\$ 15,000.00	\$ 35,000.00
Fundraising Revenue		
Denim and Diamonds	\$ 112,855.25	\$ 100,000.00
Misc fundraising	\$ 201.00	\$ 20,000.00
Total fundraising revenue	\$ 113,056.25	\$ 120,000.00
Other revenue		
Miscellaneous revenue	\$ 238.00	\$ 550.00
DVRC rent		\$ 23,400.00
DVRC Custodial	\$ 4,800.00	\$ 7,200.00
Tax Abatement	\$ 29,400.00	\$ 29,400.00
Total Other Revenue	\$ 5,038.00	\$ 60,550.00
Total Revenue	\$ 649,979.25	\$ 773,600.00
Personnel		
Employees	\$ 167,000.00	\$ 176,100.00
Payroll taxes	\$ 16,000.00	\$ 17,610.00
Paid Internship		\$ 41,600.00
Health Insurance	\$ -	\$ 11,892.00
Workers' Comp	\$ 3,970.00	\$ 3,483.38
Total Employee	\$ 186,970.00	\$ 250,685.38
Contract Labor		
IT	\$ 9,500.00	\$ 9,996.00
Grant writer	\$ 4,500.00	\$ 5,040.00
Bookkeeping	\$ 9,520.00	\$ 9,900.00
Marketing professional		\$ 13,000.00
Total contract labor	\$ 23,520.00	\$ 37,936.00

<i>Bank Charges</i>	\$ 3,200.00	\$ 3,000.00
Audit and Tax Return	\$ 6,700.00	\$ 6,700.00
Payroll Services	\$ 750.00	\$ 750.00
Dues and Memberships	\$ 1,200.00	\$ 1,520.00
Food costs	\$ 500.00	\$ 600.00
Fundraising expense	\$ 1,483.00	\$ 1,500.00
Denim and Diamonds	\$ 12,551.00	\$ 12,500.00
Insurance	\$ 4,225.00	\$ 4,225.00
Custodial Services	\$ 16,000.00	\$ 18,000.00
Marketing & Promotion	\$ 4,200.00	\$ 4,000.00
Postage	\$ 480.00	\$ 500.00
Professional Development	\$ 4,800.00	\$ 1,500.00
Rent and Occupancy	\$ 310,000.00	\$ 349,639.00
Office Supplies	\$ 6,000.00	\$ 5,500.00
Telephone and Technology	\$ 6,000.00	\$ 6,000.00
Travel	\$ 350.00	\$ 500.00
Survivor Advisory Board	\$ 1,100.00	\$ 1,200.00
Cafeteria/125		\$ 500.00
Total Direct Operating	\$ 376,339.00	\$ 418,134.00
Furniture	\$ 943.00	\$ 1,000.00
Technology Equipment		\$ 750.00
Tenant Improvements	\$ 965.00	\$ 1,000.00
Total move in	\$ 1,908.00	\$ 2,750.00
Family Assistance	\$ 6,000.00	\$ 8,000.00
Total Expense	\$ 594,737.00	\$ 717,505.38
Over/Under	\$ 55,242.25	\$ 56,094.62

Family Justice Center of Washington County
Board of Directors Roster

Judy Willey, Board President
Oregon International Air Show, RET
3416 NE Dunbar Ct. Hillsboro, OR 97124
503-475-8435
Willevj168@gmail.com

Sarah Smith, Vice Chair
Faith Community Representative
19890 SW Gassner Rd, Aloha 97007
503-201-0903
Sarah5nate@gmail.com

Rebecca Guptill, Secretary
Circuit Court Judge/Washington Co.
150 N. First St, Hillsboro, OR 97124
503-507-4307
rebecca.d.guptill@Ojd.state.or.us

Mary Gruss, Treasurer
CFO/Retired
14246 SW 133rd Ave, Tigard, OR 97224
503-531-1486
Marygruss@outlook.com

Kevin Barton
Washington County District Attorney
150 N First Ave, Ste 300, Hillsboro 97124
503-846-8671
Kevin.Barton@co.washington.or.us

John Bennett
Cornelius Police Chief
Washington Co DV Resource Mgr
215 SW Adams Ave, Hillsboro, 97124
503-793-0716
John_Bennett@co.washington.or.us

Sylvana Bennett
Physician/ Tuality
17552 SW Keystone Ct.
Beaverton, Or 97007
503-539-9769
sebennett98@gmail.com

Erin Calvert, County Administrator
Washington County Office
155 N. First Ave. Hillsboro, OR 97124
503-332-9135 cell
Erin_calvert@co.washington.or.us

Campbell Clarey
Assist Dev Dir; Tandem Property Mgmt
1200 SW 66th Ave. Ste. 300, Portland 97225
971-230-8466
Campbell.clarey@gmail.com

Leocadia Montero Hainley
Psychotherapist & ESPERE Consultant
P.O. Box 512, Sherwood, OR 97140
503-537-8562
leocadiaz@gmail.com

Robert Hermann
Washington Co. District Attorney/RET
15107 NW Oakmont Lp, Beaverton 97006
503-645-8382
rwhermann@frontier.com

Tristan Irvin
Tigard Community Representative
7998 SW Bond St, Tigard 97224
541-915-5266
Tristan.irwin78@gmail.com

JoAnn Lumaco
Hillsboro Community Representative
2878 NE Jackson School Rd.
Hillsboro, OR 97124
503-720-4127
jlumaco@comcast.net

Carolyn Ortman
Kaiser Permanente Regional Manager
5890 NW Landing Drive
Portland OR 97229
503.341.9553
Carolyn.ortman@yahoo.com

State Representative Janeen Sollman
306 NE 64th Ct, Hillsboro 97124
503-349-8792 cell
503-986-1430 work
rep.janeensollman@oregonlegislature.gov

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

DEPARTMENT OF THE TREASURY

Date: JAN 14 2016

FAMILY JUSTICE CENTER OF WASHINGTON
COUNTY
250 SE 10TH AVE
HILLSBORO, OR 97123-4238

Employer Identification Number:
47-4687471
DLN:
17053294340049
Contact Person: ANGELA M BENDER ID# 31162
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
August 20, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

FAMILY JUSTICE CENTER OF WASHINGTON

Sincerely,



Jeffrey I. Cooper
Director, Exempt Organizations

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #77

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Fri, 08/21/2020 - 3:39pm
107.77.205.42

Agency Contact Information

Agency Name

Family Promise of Tualatin Valley

Address

20425 SW STAFFORD RD

City

TUALATIN

State

OR

Zip Code

97062

Contact Name

Rose Money

Contact Telephone Number

5034272768

Contact Email Address

rose@familypromiseoftv.org

Agency Request Information

Request

Family Promise of Tualatin Valley (FPTV) is seeking \$5000 for operations. These costs include the salary for our full-time executive director and casemanager, utility bills, and management costs for the Day Center. "Other needs" may also include everyday supplies needed to maintain our program such as household supplies, printing, insurance, maintenance, and purchase of training materials for new volunteers.

What is the Request for?

Our rotational shelter model was paused in March due to Covid and for several months we hosted families in motels which was very expensive. An opportunity to enlarge our footprint of services and to meet the growing homeless needs in our community surfaced and we have a short-term contract with Washington County that is providing funding through the CARES act for up to 10 motel rooms to house both families and adult only households at high risk to Covid due

to underlying health issues. This contract ends on December 15 and at that time we will revert back to serving families in our traditional program. However, due to Covid, our rotational shelter will continue to be paused and instead we will be renting a large house where several families will share kitchen and bathroom space in scheduled shifts using CDC guidelines for Covid safety. We continue to provide case management and housing navigation for all of our households.

A majority of services provided by FPTV are generally donated. For every \$1 we raise or are granted, \$3 worth of in-kind services (shelter, meals, materials, tutoring, volunteer training, adult education, rent) are donated by our hosts and community volunteers. However, due to COVID-19, volunteers have been unable to interact with guests and this has increased program costs.

Describe the Agency's Mission

Family Promise of Tualatin Valley is a non-profit organization that serves homeless children and their families. We have a network of religious and civic organizations that provide shelter, meals, and resource assistance. Covid has shifted our shelter component from a rotational model to sheltering folks in motel rooms. Individual family plans are developed with our case manager to help families identify and connect with services specific to their needs. We strive to foster families as soon as they begin to experience homelessness or, ideally, prior to losing their housing. We provide diversionary services including rental shortfall support and landlord/tenant advocacy. Our goal is to transition families into sustainable housing as quickly as possible. FPTV provides the housing navigation to get folks rehoused quickly.

Family Promise believes that if a student can stay with their family, in their own school, in their own routine, in their own community, they – and their families – can succeed. This volunteer-based program relies upon community members who want to provide this support, who want to help families move to sustainable housing and regain independence and who want to continue to be there for families when they succeed.

Due to COVID-19 we have been unable to operate our regular rotational shelter. FPTV has temporarily changed the place we shelter families but our mission remains the same--Helping families experiencing homelessness achieve sustainable housing and independence through a community based response. We provide wraparound case management, housing navigation and connect our guests with supportive services to help them remain in sustainable housing by providing 12 months of post-graduation services.

What Group of Citizens in Tualatin Does Your Organization Target?

Family Promise of Tualatin Valley serves homeless children and their families from the Tigard-Tualatin, Sherwood, and Lake Oswego school districts. Total homeless student population for the service area was over 300 at the end of the 2020 school year. 240 of these students were from the Tigard-Tualatin School District. These numbers do not include non-student family members (toddlers, teens not enrolled in school and parents or extended family members). If we assume only one parent or guardian per student, and no toddlers, there would be nearly 500 homeless children and parents with roughly half of these folks from Tualatin. 90% of the families served year-to-date in the FPTV program are from the Tigard-Tualatin school district. When the eviction moratorium lifts on September 30, we expect a large number of people to go homeless in our area.

FPTV's Outreach Plan includes strong partnerships with school districts, with other local homeless support service providers, with local churches and with WA County's Continuum of Care providers. Each of the three school districts served by FPTV has a federally mandated McKinney-Vento liaison who connects with homeless students and their families. Families at risk of becoming homeless or families experiencing homelessness are referred to FPTV by the liaisons and other school staff. For the Tigard-Tualatin school district we reach out to ALL of the McKinney-Vento students and their families as we work one day weekly out of the Family Resource Center. Some families enter the FPTV full shelter and rehousing program and others

only ask for assistance to connect with additional housing and community resources. FPTV works with homeless families before or as soon as possible after they come into homelessness, before their need becomes so great that a normal, rooted life in their own community seems unattainable. Our approach is in line with the mission of Tualatin as a community that values a high quality of life and promotes local pride and a sense of ownership, involvement and belonging.

We have expanded our footprint of service due to Covid-19, and are currently serving adult only households in addition to families, however when the county contract expires on December 15, 2020 we will return to our sole focus of sheltering and rehousing families.

What Types of Services will be Provided in the Funding Request Year?

FPTV provides a safe place to sleep, meals, advocacy, access to local agencies and housing navigation. Typically participants are housed in local civic or religious organizations overnight and hosts provide a safe place (usually an under utilized space in their facility) to sleep where volunteers provide meals, homework/play companions and a sense of community. Families are transported to our Day center each morning, which becomes the home base for transport to school, laundry, showers and case management. We provide diversionary services including rental shortfall support and landlord/tenant advocacy.

At this time, FPTV is providing shelter services in a motel setting. Following the end of the Washington County contract in December 2020, we will continue providing shelter in motels, apartments or houses. This will allow our guests to be safe and supported until they find sustainable housing.

How Many Tualatin Residents will be Served?

The Family Promise program is a highly hands-on and rehabilitative program. Our typical rotational shelter program serves up to 14 people at a time (up to 4 families) and when one family moves into sustainable housing, another family is accepted into the program. During this time of expanded emergency service due to Covid we estimate providing shelter, case management and rehousing services to 20 family and adult only households in Tualatin by the end of 2020. We will also provide hundreds of resource referrals to Tualatin households in 2020.

What Percentage of Your Program is Dedicated to Service in Tualatin?

90% of the families we have served year-to-date are from the Tigard-Tualatin school district and roughly half of those households are from Tualatin. As of mid-August, we have provided direct service to 77 individuals with over 5500 bed nights of shelter, food and case management support. We estimate providing resource referrals to an additional 300 individuals in Tualatin. Four of our rotational host sites are in the city of Tualatin, in addition to our Day Center.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Tigard

City of Lake Oswego

Washington County CARES funding runs June through Dec. 15, 2020

Agency Organizational / Financial Information

Please Submit Your Budget Information

[fy20_budget_draft_for_board.pdf](#) [2]

Please Submit Your Board Information

[fptv_board_members_82020.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.
[copy_of_501c3_determination_letter_1.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50921>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/fy20_budget_draft_for_board.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/fptv_board_members_82020.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/copy_of_501c3_determination_letter_1.pdf

<u>Category</u>	<u>Name</u>	<u>FY2020 Budget</u>	<u>FY 19 Actual</u>
REVENUE:			
Contributions:			
4011	Individuals	23,500	24,034
4012	Congregations	7,000	17,325
4013	Foundations	31,500	14,800
4014	Corporations	21,000	53,609
4015	Government/ Civic	8,500	17,165
Grants:			
4022	Congregations	23,900	16,376
4023	Foundations	27,500	74,000
4024	Corporations		2,500
4025	Government/ Civic	30,000	40,030
	Fundraising Event	71,200	69,428
	Sales & Other income		
	Contributed goods & services		36,729
	Interest & Dividends		42
	Unrealized & realized loss on investments		
	Total Revenue	244,100	366,038
EXPENSES:			
Direct Family Assistance			
5011	Transportation	6,000	
5012	Direct	4,100	
5013	Pantry	2,600	
5014	Housing Stabilization	20,000	
5015	Diversion	6,875	
	Total	39,575	24,794
Salaries & Related			
5021	Gross Wages	118,432	
5022	Payroll Tax- employer paid	43,336	
5023	Employee insurance	500	
5024	Hiring costs	100	
	Total	162,368	108,461
Facility Costs			
5031	Rent	600	
5032	Repairs & Maintenance	2,600	
5033	Utilities	6,128	
5034	Day center outfittings	600	
	Total	9,928	28,690
Transportation Equipment costs			
5041	Repairs & Maintenance	750	
5042	Gas	1,200	
5043	Insurance	2,131	
	Total	4,081	

Travel & Meeting			
5051	Conferences/Training	3,600	
5052	Employee Mileage Reimb	2,400	
5053	Meals		
	Total	<u>6,000</u>	<u>2,930</u>
Event Expenses			
6011	Facility Rental	2,000	
6012	Meals-events	5,000	
6013	Other	800	
	Total	<u>7,800</u>	<u>17,911</u>
Marketing costs			
6021	Webhosting	1,200	1,097
6022	Website		
6023	Postage		16
6024	Marketing materials	300	305
	Total	<u>1,500</u>	<u>1,418</u>
Insurance			
7011	General D& O	2,316	
7012	Property	710	
7013	Umbrella	1,035	
	Total	<u>4,061</u>	<u>4,005</u>
Professional fees			
7021	Legal		
7022	Accounting/Payroll Processing	612	
7023	IT	600	
7024	National FP Association fee	1,500	
7025	Background Checks & Drug Testing	1,200	
	Total	<u>3,912</u>	<u>5,139</u>
Office costs			
7031	Supplies	600	1,977
7032	Equipment Repair	800	287
7033	Outside Copying & Printing	200	583
7034	Software	600	
	Total	<u>2,200</u>	<u>2,847</u>
Licenses & Registration, Tax filings		725	50
Bank & Investment fees			978
Credit card fees		1,950	
Interest Expense			
Bad Debt			47
Depreciation			6,917
Amortization			13,308
Total Expense		<u>244,100</u>	<u>217,495</u>
NET		<u>-</u>	<u>148,543</u>

NOTE: Budget does not include contributed goods and services, nor depreciation

Name

Jennifer Ayers, President

Nancy Scott, Vice-President

Laura Ford, Secretary

Elizabeth Michels, Treasurer

E-mail

jennifer@nwhpec.com

nanscottdesign@gmail.com

lford@hanoverpartners.com

emichels32956@gmail.com

General Board Members

Cecil Denney

cecilden@gmail.com

Elise Schaff Laubach

eliseslaubach@gmail.com

Lisa Gadd-Guillot

lgadd.guillot@gmail.com

Gina Olson

mgolson5@comcast.net

Judy Nix

jcnix@comcast.net

John Bailey

jmbfish@gmail.com

John Goodhouse

jgoodhouse@choicesins.com



Department of the Treasury Internal
Revenue Service

P. O. Box 2508
Cincinnati, OH 45201

Date:

July 30, 2018

Person to contact/ID number:

Mr. Molloy – ID# 0203248

Contact telephone number:

877-829-5500

MICHAEL MCINNIS
16430 SW 93RD AVE
TIGARD OR 97224

Dear Sir or Madam:

We're responding to your letter dated November 14, 2017, requesting copies of the determination letter for Family Promise of Tualatin Valley.

Your copies are enclosed.

If you have questions, you can contact the person listed above.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Enclosure:
Your Copies

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

DEPARTMENT OF THE TREASURY

Date: JUL 13 2017

FAMILY PROMISE OF TUALATIN VALLEY
9000 SW DURHAM ROAD
TIGARD, OR 97224

Employer Identification Number:
81-5297091
DLN:
17053156326007
Contact Person:
CARLY D YOUNG ID# 31494
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
April 24, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

FAMILY PROMISE OF TUALATIN VALLEY

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #64

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Thu, 07/16/2020 - 12:25pm
73.25.86.211

Agency Contact Information

Agency Name

East Washington County Partnership Council Inc., DBA Good Neighbor Center

Address

11130 SW Greenburg Road

City

Tigard

State

OR

Zip Code

97223

Contact Name

Renee Brouse

Contact Telephone Number

15034436084228

Contact Email Address

rbrouse@goodneighborcenter.org

Agency Request Information

Request

\$5,000

What is the Request for?

This request is for operational support for our newly launched Child Care Preschool Program. This is a new component to our robust Children's Program. The Children's Program as a whole includes after-school programming, summer school, mentoring, and now a child care/preschool program for those in shelter. We launched the new program in January of 2020.

This new program is designed to provide much needed care and support for infants through preschool while parents are working or searching for employment. A learning environment is created so that children have hands on opportunities for early childhood learning as well as safe care. We are hoping to extend this program to families who are in our housing program.

Keeping the kids in shelter safe, learning and thriving in an environment they did not create is the overall objective of the GNC Children's Program.

Describe the Agency's Mission

The mission of Good Neighbor Center is to provide safe, emergency housing with supportive empowering services for homeless families. We believe in providing a hand up not a hand out. This philosophy is shown through the promotion of self sufficiency and can be seen through the services we offer which include case management, housing and employment assistance, and educational programs for parents and children.

What Group of Citizens in Tualatin Does Your Organization Target?

Homeless families

What Types of Services will be Provided in the Funding Request Year?

We will continue to operate our After School and Summer School Program, as well as continue to build out our Child Care/Preschool Program. We also hope to add our housing program to the service. The child care program helps to alleviate barriers to employment.

We will also include much needed clothing items to our new families. With the COVID situation we have not been accepting donations of used items. Once we reach Phase 2, we will accept some items, however, we are concerned for the safety of the children. Some funds will be used for clothing items the kids might need such as shoes, coats etc.

How Many Tualatin Residents will be Served?

We serve 75-100 families in shelter annually. These families come to us from all over the Washington County area, but our primary focus is Tigard, Tualatin and Sherwood. We house 9 families at a time up to 45 people. Our housing program assists 12 families at a time.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Approximately 10% of those we serve call Tualatin home. The 2020 data shows the poverty rate in Tualatin is 10.29% or 2,847 individuals.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Beaverton
City of Tigard
Washington County Safety Levy
Emergency Shelter Grant
Emergency Food and Shelter Grant
Housing and Urban Development Grant

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[gnc_approved_2020-2021_budget.xlsx](#) [2]

Please Submit Your Board Information

[board_roster_2020-21.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[501c3.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/49991>

Links

- [1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>
- [2] https://www.tualatinoregon.gov/system/files/webform/gnc_approved_2020-2021_budget.xlsx
- [3] https://www.tualatinoregon.gov/system/files/webform/board_roster_2020-21.docx
- [4] <https://www.tualatinoregon.gov/system/files/webform/501c3.pdf>

Good Neighbor Center
2020-2021 Approved Budget Plan Overview

REVENUES	Budget FY 2019-20	Actual 5/31/2020	Projected Mar-Jun20	Forecast FY 2019-2020	Budget Proposed FY 2020-2021	Current Year vs. 2020/21 Budget Plan	% Change
Washington Cty Serial Levy	297,054.00	382,054.00		382,054.00	304,481.00	(77,573.00)	-20.30%
Wash County Maint Funds	15,000.00	15,000.00		15,000.00	15,000.00	-	0.00%
ESG (COUNTY/CAO)	-	-		-	-	-	#DIV/0!
EFSP (CAO)	21,645.00			28,484.00	20,000.00	(8,484.00)	-29.79%
SHAP (CAO)	171,000.00	103,829.00	67,171.00	171,000.00	171,000.00	-	0.00%
HUD Grant	30,584.00	15,297.00	15,287.00	30,584.00	30,584.00	-	0.00%
CDBG County Grant	-	(250.00)		(250.00)	30,000.00	30,250.00	-12100.00%
City of Beav (CDBG)(City)	22,000.00	14,611.00		22,000.00	17,050.00	(4,950.00)	-22.50%
City of Beav (Soc Serv)	-			-		-	#DIV/0!
City of Tigard	6,900.00	6,900.00		6,900.00		(6,900.00)	-100.00%
City of Beaverton (Gen Fund)		3,065.00		3,065.00		(3,065.00)	-100.00%
City of Tualatin	4,500.00	4,500.00		4,500.00	4,500.00	-	0.00%
Private Donations	90,000.00	84,713.00		84,713.00	90,000.00	5,287.00	6.24%
General Foundation Grants	50,000.00	97,500.00		97,500.00	98,400.00	900.00	0.92%
Building Fund	-			-		-	#DIV/0!
Fundraising Events	50,000.00	22,775.00		21,925.00	30,000.00	8,075.00	36.83%
Children's Program Donations	2,500.00	2,121.00		2,121.00	2,500.00	379.00	17.87%
Interest Income	1,000.00	5,779.00		5,779.00	4,000.00	(1,779.00)	-30.78%
Pathway Home Fund	24,000.00	15,000.00		15,000.00	15,000.00	-	0.00%
Project Homeless Connect	-			-		-	#DIV/0!
Designated Use-Donations	1,000.00	1,750.00		1,750.00	1,000.00	(750.00)	-42.86%
SAIF Dividend	3,400.00			-		-	#DIV/0!
Other Income	1,000.00	18,396.00		18,396.00		(18,396.00)	-100.00%
Health Care Credit	-			-		-	#DIV/0!
General Online Donations	25,000.00	39,995.00		30,186.00	25,000.00	(5,186.00)	-17.18%
PPP Loan		101,065.00					
Total Revenues	816,583.00	934,100.00		940,707.00	858,515.00	(82,192.00)	-8.74%
EXPENSES							
Wages	468,894.00	377,791.00	91,103.00	468,894.00	446,779.00	(22,115.00)	-4.72%
PTO Expense	7,500.00	22,316.00		18,932.00	16,000.00	(2,932.00)	-15.49%
Payroll tax expense	60,956.00	42,511.00	18,445.00	60,956.00	58,935.00	(2,021.00)	-3.32%
Medical/Dental/Life	76,000.00	63,512.00	7,050.00	69,487.00	61,882.00	(7,605.00)	-10.94%
IRA Retirement Plan	8,550.00	5,016.00	1,672.00	6,688.00	7,036.00	348.00	5.20%
Total Personnel Expense	621,900.00	511,146.00		624,957.00	590,632.00	(34,325.00)	-5.49%
Business Liab/Umbrella Ins	6,893.00	10,354.00		9,238.00	9,000.00	(238.00)	-2.58%
Workman's Compensation Ins	7,452.00	8,398.00	354.00	8,752.00	8,748.00	(4.00)	-0.05%
Director & Officer Insurance	2,600.00			2,600.00	2,625.00	25.00	0.96%
Volunteer Insurance	340.00	340.00		340.00	340.00	-	0.00%
Auto Insurance	2,361.00	371.00		1,484.00	-	(1,484.00)	-100.00%
Total Insurance Expense	19,646.00	19,463.00		22,414.00	20,713.00	(1,701.00)	-7.59%
Shelter Food Program		235.00		235.00		(235.00)	-100.00%

Childrens Program	1,500.00	1,942.00		1,942.00	1,500.00	(442.00)	-22.76%
Equipment Lease	4,263.00	4,063.00	387.00	4,449.06	4,700.00	250.94	5.64%
Offsite Storage	500.00	456.00	37.00	493.00	500.00	7.00	1.42%
Client Assistance Expenses	2,000.00	4,071.00		2,392.00	2,000.00	(392.00)	-16.39%
Pathway Home Fund Expense	24,000.00	6,782.00		15,000.00	15,000.00	-	0.00%
Transition Housing Assistance	2,500.00	8,400.00		8,400.00	2,500.00	(5,900.00)	-70.24%
Project Homeless Connect Exp.				-		-	#DIV/0!
Drug Testing				-		-	#DIV/0!
Total Program Expenses	34,763.00	25,949.00		32,911.06	26,200.00	(6,711.06)	-20.39%
Heat	4,400.00	4,057.00	400.00	4,400.00	4,500.00	100.00	2.27%
Electric	11,000.00	9,168.00	900.00	11,000.00	10,000.00	(1,000.00)	-9.09%
Water/Sewer	9,000.00	8,989.00		9,000.00	9,000.00	-	0.00%
Refuse	4,273.00	2,455.00		2,455.00	-	(2,455.00)	-100.00%
Telephone/Internet	4,020.00	3,230.00	283.00	3,758.00	3,500.00	(258.00)	-6.87%
Cell Phone Reimburse	2,700.00	2,092.00	250.00	2,176.00	2,200.00	24.00	1.10%
Floor & Carpet Care		98.00		98.00	100.00	2.00	2.04%
County Maintenance Funds Used	15,000.00	5,094.00		15,000.00	15,000.00	-	0.00%
Facility Maintenance Costs	3,100.00	3,446.00		3,100.00	3,100.00	-	0.00%
General Supplies		638.00			3,000.00		
Total Facility Expenses	53,493.00	39,267.00		50,987.00	50,400.00	(3,587.00)	-7.04%
Financial Audit & Tax Returns	7,875.00	7,875.00		7,875.00	11,375.00	3,500.00	44.44%
Office Supplies	1,900.00	2,548.00		2,336.00	1,900.00	(436.00)	-18.66%
Office Equipment	750.00			750.00	750.00	-	0.00%
Bookkeeping Services	4,800.00	4,950.00	450.00	5,400.00	16,800.00	11,400.00	211.11%
Legal Services		1,565.00		1,565.00			
Online Donation Charges	200.00			200.00	200.00	-	0.00%
Bank & Direct Deposit Fees	400.00	387.00		400.00	700.00	300.00	75.00%
Automotive Expense	1,250.00	542.00		1,250.00	1,000.00	(250.00)	-20.00%
Licenses & Taxes	300.00	760.00		419.00	500.00	81.00	19.33%
Dues & Subscriptions	1,500.00	624.00		1,500.00	1,500.00	-	0.00%
Staff Training	3,000.00	2,514.00		3,000.00	2,500.00	(500.00)	-16.67%
Board Expenses	450.00				450.00	450.00	#DIV/0!
Business Meals	200.00			-	200.00	200.00	#DIV/0!
Business Travel Expense	3,500.00	3,431.00		3,431.00	3,000.00	(431.00)	-12.56%
Total Administration Expenses	26,125.00	25,196.00		28,126.00	40,875.00	14,314.00	50.89%
Volunteer Recognition	500.00	86.00		86.00	500.00	414.00	481.40%
Staff Recognition	2,800.00	2,512.00	288.00	2,800.00	2,800.00	-	0.00%
Total Volunteer Expenses	3,300.00	2,598.00		2,886.00	3,300.00	414.00	14.35%
Printing	2,000.00	118.00		119.00	1,000.00	881.00	740.34%
Sub Contract		1,000.00		1,000.00	43,800.00	42,800.00	
Postage	1,600.00	1,234.00	50.00	1,196.00	1,100.00	(96.00)	-8.03%
Advertising/Marketing	1,000.00	1,873.00		1,507.00	1,000.00	(507.00)	-33.64%
Fundraising Events	6,500.00	719.00		719.00	6,500.00	5,781.00	804.03%
Website/IT/Media	1,200.00	2,916.00		2,841.00	2,800.00	(41.00)	-1.44%
Total Marketing	12,300.00	7,860.00		7,382.00	56,200.00	48,818.00	661.31%
Designated Use-Expenses	1,000.00			-	1,000.00	1,000.00	#DIV/0!

Other Expense	1,000.00	14,774.00	14,774.00	1,000.00	(13,774.00)	-93.23%
Total Other Expense	2,000.00	14,774.00	14,774.00	2,000.00	(12,774.00)	-86.46%
Total Expenses	773,527.00	646,254.00	784,437.06	790,320.00	5,960.00	0.76%
Income Before Depreciation	43,056.00	287,846.00	156,269.94	68,195.00	(88,152.00)	-56.41%
Depreciation	35,000.00	18,753.00	32,389.00	35,000.00	2,611.00	8.06%
Net Income	8,056.00	269,093.00	123,880.94	33,195.00	(90,685.94)	-73.20%

**East Washington County Shelter Partnership Council, Inc.
 dba Good Neighbor Center
 Board of Directors 2020-21**

<u>Name/Address</u>	<u>Affiliation</u>	<u>Term Ends</u>
Steve Schmitt, Vice Chair PO Box 2053 Tualatin, OR 9706 (503) 281-0055 (work) srs@bisnett.com	Bisnett Insurance Insurance – CLU Been on the board 10 plus years Insurance	6/30/2022(Officer) 6/30/2022 (Director)
David Aldridge 8861 SW Commercial St. Tigard, OR 97223 (503) 639-2340 (work) AldridgeDavid@gmail.com	Aldridge & Associates Business Brokers Joined the board in November of 2015 Volunteer extraordinaire	6/30/2021 (Director)
Thomas Heger, Secretary 10580 SW 161 st Ct. Beaverton, OR 97007 (816) 309-8264 (cell) tom.heger@jedunn.com	J. E. Dunn Construction Vice President-Operations Joined the board in September of 2016 Contruction	6/30/2021 (Officer) 6/30/2022 (Director)
Shannon Moxley 12360 SW James Street Tigard, OR 97223 (503) 590-5176 (cell) smoxley@frontier.com	Certified Public Accountant Joined the board in June of 2015 Brother is homeless/accounting	6/30/2021 (Director)
Jason Werts, Chair 9515 SW 151 st Ave. Beaverton, Oregon 97007 (503) 423-8862 (work) (503) 347-0280 (cell) jwerts@unitusccu.com	Unitus Community C. U. Chief Operating Officer Joined the board in 2014 Banking/operations	6/30/2022 (Director) 6/30/2021(Officer)
Dean Williams 13285 SW Yale Pl Tigard, OR 97223 (503) 708-8537 (cell) deanw353@gmail.com	Washington Trust Bank Retired Been on the board 10 plus years Banking	6/30/2021 (Director)
Randy Mifflin 15729 SW Willow Court Sherwood Oregon 97140 971-226-4695 rmifflin@msn.com	Community Services Supervisor Washington County, Disability, Aging and Veteran Services Joined the board in October of 2017 Washington County Partner	10/2022 (Director)

Greg Spear, Treasurer
6117 SW 67th Place
Portland, OR 97223
831.585.8191
gspear@unitusccu.com

CFO 01/2021 (Director)
Unitus CCU 06/2021 (Officer)
Joined the board in January of 2018

Nicole Wolfer, Director
910 S. Pacific Street
Newberg, OR 97132
503.684.1880
nicolewolfer@gmail.com

Fund Development 9/2022 (Director)

Joined the board in September of 2018
Development

Bethany Pflug, Director
16115 SW 1st, #303
Sherwood, OR 97140
503.551.7588
beth@resonatecc.com

Visiting Assistant of Education 9/2022 (Director)
George Fox
Joined board in September of 2018
Education

Jamie Stasny
7015 NE Earlwood Road
Newberg, OR 97132
503-752-5807
jamiem@metlandgroup.com

Director of Long Range Planning 1/2023 (Director)
Metropolitan Land Group
Joined board in January 2019
Land Acquisition/Housing

Sean Heaton
2205 I Rosemont Ridge
West Linn, OR 97068
503-908-1557
heatonres@gmail.com

Senior Vice President 1/2023 (Director)
Cresa Portland
Joined board in January 2019
Land Aquisition

Liliana Villalba
14218 SW 112th #1
Tigard, OR 97224
971-901-5352
sandovalilz1026@gmail.com

Housekeeper 1/2023 (Director)
LVI Cleaning Inc
Joined board in January 2019
Formerly Homeless

Heather Jackson
12775 SW 127th Ave
Tigard, OR 97223
503.575.0253
hlmjax@gmail.com

Human Resources Manager 8/2023 (Director)
Cascade Management, Inc
Joined board in Aug 2023
HR specialist

Halsted Bernard
3236 NE Hoyt Street
Portland, OR 97232
415.320.2260
halsted@pobox.com

Director of Library Services 1/2024 (Director)
City of Tigard Library
Joined board January 2020
Librarian

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

DEPARTMENT OF THE TREASURY

Date OCT 19 2004

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)

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

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.

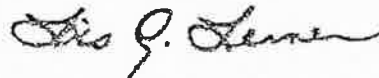
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of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

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #66

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Tue, 08/04/2020 - 3:21pm
50.53.117.95

Agency Contact Information

Agency Name

Love INC Tigard, Tualatin and Sherwood

Address

11820 SW King James Place #10g

City

Tigard

State

Oregon

Zip Code

97225

Contact Name

Michelle McLaughlin

Contact Telephone Number

503-443-6888

Contact Email Address

admin@loveinc-tts.org

Agency Request Information

Request

Love INC TTS is seeking \$5,000.

What is the Request for?

Love INC TTS is requesting money to help provide Essential Items for the Tualatin Community. We are looking to fill our pantry with Laundry soap, fabric softener, shampoo, conditioner, soap, paper products, diapers, wipes, feminine products, cleaning products, non perishable foods and gas cards. We will need large metal shelves and clear plastic bins. In addition we are in need of upgrading our computer system and adding additional laptops to keep up with the demand of new clients. We will spend \$3,250 on the Essential items and \$475 on new shelves and plastic bins. The remaining \$1,275 we will spend upgrading our computer system to be able to handle the increase in intakes.

Describe the Agency's Mission

Love INC TTS mission is to help people in need by mobilizing churches and non-profits to work together for the good of the community by providing resources, goods and services that help people fill in the gaps in their incomes. We want people to be able to stay in their homes and not become homeless. We know that once someone is homeless they lose a sense of dignity and often have difficulties getting back into housing.

What Group of Citizens in Tualatin Does Your Organization Target?

At Love INC TTS we help anyone in need with a primary focus on those who are low to no income. We do not discriminate in any way shape or form and help everyone. We have a large immigrant population we serve as approximately 62% of our clients are immigrants.

What Types of Services will be Provided in the Funding Request Year?

Essential items (see above), gas cards, bus tickets, clothes, food, furniture, haircuts, auto repair, budgeting classes, diapers and wipes, firewood, rides and transportation. Our largest request is for essential items (everyday household items that people use) the second largest request is for diapers and wipes then bus tickets.

How Many Tualatin Residents will be Served?

180-290 residents of Tualatin. For the month of July alone we have seen a 68% increase in new clients from the previous year and we anticipate this to be a steady rise for the next 10-14 months due to Covid. In addition, we are acting as the Washington County Essentials Hub for the city of Tigard and that also includes Tualatin as we serve clients from Tigard, Tualatin and Sherwood.

What Percentage of Your Program is Dedicated to Service in Tualatin?

32% of our program is dedicated to serving the community of Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Tigard \$2,000

City of Sherwood \$2,500

These funds will be used for other things than what I have requested funds for here on this grant.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[budget_overview_2020.pdf](#) [2]

Please Submit Your Board Information

[board_contact_info_july_2020.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[love_inc_tts_501_c_3.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50361>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/budget_overview_2020.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/board_contact_info_july_2020.docx

[4] https://www.tualatinoregon.gov/system/files/webform/love_inc_tts_501_c_3.pdf

Love INC TTS

BUDGET OVERVIEW: FY 19 - FY19 P&L

January - December 2019

	JAN 2019	FEB 2019	MAR 2019	APR 2019	MAY 2019	JUN 2019	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019	TOTAL
Income													
4000 Income--General Operating													\$0.00
4001 Contributions - Churches	5,150.00	600.00	1,150.00	4,850.00	1,150.00	1,550.00	3,650.00	1,550.00	3,550.00	1,450.00	1,350.00	8,115.00	\$34,115.00
4003 Contributions - Board and Staff	520.00	445.00	291.50	750.00	670.70	325.00	591.50	325.00	1,712.57	475.00	421.01	350.00	\$6,877.28
4004 Contributions - Individuals	4,985.00	2,692.97	695.00	990.00	460.00	1,435.00	15,745.00	925.00	520.00	990.83	625.50	1,379.60	\$31,443.90
4005 Contributions - Businesses	0.00	53.02	0.00	29.90	25.00	70.49	694.20	25.00	25.00	25.00	25.00	34.15	\$1,006.76
4011 Employee Donation Program	0.00	85.33	0.00	0.00	0.00	25.00	0.00	0.00	34.65	0.00	0.00	0.00	\$144.98
4012 Fred Meyer Community Rewards	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$100.00
Total 4000 Income--General Operating	10,755.00	3,876.32	2,136.50	6,619.90	2,305.70	3,405.49	20,680.70	2,825.00	5,842.22	2,940.83	2,421.51	9,878.75	\$73,687.92
4025 Interest Income	0.02	0.01	0.01	0.02	0.01	0.01	0.02	0.01	0.01	0.00	0.00	0.00	\$0.12
4200 Grants and Awards													\$0.00
4201 Gap Support--Bus Tickets	200.00	0.00	100.00	100.00	100.00	100.00	100.00	0.00	0.00	0.00	0.00	0.00	\$700.00
4210 City of Tigard Grant	0.00	0.00	0.00	0.00	0.00	0.00	2,400.00	0.00	0.00	0.00	0.00	0.00	\$2,400.00
Total 4200 Grants and Awards	200.00	0.00	100.00	100.00	100.00	100.00	2,500.00	0.00	0.00	0.00	0.00	0.00	\$3,100.00
Total Income	\$10,955.02	\$3,876.33	\$2,236.51	\$6,719.92	\$2,405.71	\$3,505.50	\$23,180.72	\$2,825.01	\$5,842.23	\$2,940.83	\$2,421.51	\$9,878.75	\$76,788.04
Cost of Goods Sold													
5100 Cost of Fundraising - COGS	43.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$43.09
5101B COGS - Banquet Event	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$100.00
5104 COGS - Miscellaneous Fundraiser	3.99	26.24	64.99	0.00	101.99	205.47	16.98	0.00	0.00	0.00	0.00	150.00	\$569.66
5105 COGS - Appeals	0.00	0.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	0.00	\$600.00
Total 5100 Cost of Fundraising - COGS	47.08	26.24	64.99	100.00	101.99	805.47	16.98	0.00	0.00	0.00	0.00	150.00	\$1,312.75
5200 Cost of Goods Grants and Awards													\$0.00
5203 COGS, GAP Support Misc.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.00	0.00	0.00	257.92	0.00	\$292.92
Total 5200 Cost of Goods Grants and Awards	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.00	0.00	0.00	257.92	0.00	\$292.92
Total Cost of Goods Sold	\$47.08	\$26.24	\$64.99	\$100.00	\$101.99	\$805.47	\$16.98	\$35.00	\$0.00	\$0.00	\$257.92	\$150.00	\$1,605.67
GROSS PROFIT	\$10,907.94	\$3,850.09	\$2,171.52	\$6,619.92	\$2,303.72	\$2,700.03	\$23,163.74	\$2,790.01	\$5,842.23	\$2,940.83	\$2,163.59	\$9,728.75	\$75,182.37
Expenses													
5140 5140	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.98	\$4.98
6010 Chamber Membership	0.00	25.76	0.00	25.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$51.52
6012 Computer Software	25.00	35.00	35.00	253.39	107.00	35.00	35.00	25.00	25.00	25.00	25.00	25.00	\$650.39
6015 Conferences & Travel	0.00	0.00	0.00	0.00	0.00	278.24	0.00	465.28	0.00	0.00	0.00	0.00	\$743.52
6016 Dues & Filing Fees	3.00	3.00	3.00	3.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$15.00
6018 Fees - PayPal,SqUp, etc.	50.62	41.53	8.48	8.64	9.00	8.15	7.91	8.97	7.08	7.60	0.00	5.90	\$163.88
6020 Insurance	0.00	534.28	0.00	0.00	480.75	0.00	462.67	0.00	0.00	0.00	0.00	0.00	\$1,477.70
6035 National Dues	0.00	297.52	591.05	0.00	0.00	255.00	0.00	0.00	591.05	0.00	0.00	0.00	\$1,734.62
6038 Office Supplies	35.95	214.55	97.60	35.98	211.64	-84.02	-38.75	1.16	10.00	45.64	10.00	10.00	\$549.75
6050 Payroll													\$0.00
6051 Executive Director	2,142.00	1,476.00	1,782.00	0.00	3,854.25	1,696.50	1,696.50	1,939.50	0.00	2,110.50	0.00	3,379.50	\$20,076.75
6055 GAP Coordinator Wages	600.00	497.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,097.55
6057 Help Center Coordinator	780.00	1,014.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,794.50
6058A Director of Local Outreach	0.00	0.00	952.00	0.00	2,795.14	1,039.89	889.78	1,804.72	0.00	1,483.25	0.00	2,161.89	\$11,126.67
6059 Payroll Tax Expense - Employer	332.26	284.12	287.82	0.00	622.00	288.02	244.51	384.60	0.00	335.26	0.00	552.23	\$3,330.82
Total 6050 Payroll	3,854.26	3,272.17	3,021.82	0.00	7,271.39	3,024.41	2,830.79	4,128.82	0.00	3,929.01	0.00	6,093.62	\$37,426.29
6060 Postage	0.00	0.00	70.00	0.00	26.93	53.00	0.00	58.75	0.00	36.50	0.00	0.00	\$245.18
6064 Professional Fees	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$50.00
6065 Payroll Processing (Legal & Acc	35.35	25.00	0.00	0.00	-11.50	-41.50	-11.50	-47.25	0.00	2,763.70	11.50	50.00	\$2,773.80
6066 Rent	995.72	0.00	2,055.40	970.00	970.72	970.72	970.72	970.72	970.72	970.72	970.72	970.72	\$11,786.88
6068 Telephone	0.00	0.00	365.27	261.27	260.41	260.41	260.47	262.08	262.08	262.08	305.29	402.21	\$2,901.57
Total Expenses	\$4,999.90	\$4,448.81	\$6,247.62	\$1,608.04	\$9,329.34	\$4,759.41	\$4,517.31	\$5,873.53	\$1,865.93	\$8,040.25	\$1,322.51	\$7,562.43	\$60,575.08
NET OPERATING INCOME	\$5,908.04	\$-598.72	\$-4,076.10	\$5,011.88	\$-7,025.62	\$-2,059.38	\$18,646.43	\$-3,083.52	\$3,976.30	\$-5,099.42	\$841.08	\$2,166.32	\$14,607.29
Other Expenses													
6075 Other Expense	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$100.00
6076 Volunteer/Staff Appreciation	140.00	50.00	205.48	7.50	0.00	0.00	40.00	0.00	0.00	0.00	0.00	0.00	\$442.98
6077 Volunteer/Staff Support	120.08	176.22	65.54	221.34	60.51	35.00	89.63	35.31	0.00	0.00	33.23	82.62	\$919.48
Total 6075 Other Expense	260.08	\$326.22	271.02	\$228.84	\$60.51	\$35.00	\$129.63	\$35.31	\$0.00	\$0.00	\$33.23	\$82.62	\$1,462.46
Total Other Expenses	\$260.08	\$326.22	\$271.02	\$228.84	\$60.51	\$35.00	\$129.63	\$35.31	\$0.00	\$0.00	\$33.23	\$82.62	\$1,462.46
NET OTHER INCOME	\$-260.08	\$-326.22	\$-271.02	\$-228.84	\$-60.51	\$-35.00	\$-129.63	\$-35.31	\$0.00	\$0.00	\$-33.23	\$-82.62	\$-1,462.46
NET INCOME	\$5,647.96	\$-924.94	\$-4,347.12	\$4,783.04	\$-7,086.13	\$-2,094.38	\$18,516.80	\$-3,118.83	\$3,976.30	\$-5,099.42	\$807.85	\$2,083.70	\$13,144.83

Love INC Board Contact Info

Michelle McLaughlin
Executive Director
11820 SW King James Pl #10G Tigard, OR
97224
Love INC Tigard, Tualatin & Sherwood
503-443-6888

Michelle McLaughlin
16193 NW Ryegrass Street
Portland, OR 97229
503-939-6332
michellem@loveinc-tts.org

Cherree Weeks
12540 SW Prince Albert Ave
King City, OR 97224
503-704-4106
cherreeweeks@gmail.com

Gerry Pruyn
Vice President
2140 Kennedy Dr
Newberg, 97132
503-260-6165
Gpruyn1@gmail.com

Dave Scalley
Bookkeeper
16100 SW Century Dr. #159
Sherwood OR 97140
503-925-9824
dscalley3.0@gmail.com

Jane Marie Runion
5548 SW Natchez Street
Tualatin, OR 97062
503-698-8781
jmrunion456@gmail.com

Valerie Rice
Secretary
971-506-7423
valeririce@yahoo.com

Lorna Kautzky
503 639 2982
miller_lorna@yahoo.com

Ray Lauzon
16840 SW Monterey Lane
King City, OR 97224
781-626-1777
ray46lauzon@gmail.com

Ed Demaree
10900 A Garden Park Place
Tigard, OR 97223
503-708-8753
tedemaree@yahoo.com



DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 05-16-2010

Employer Identification Number:
27-2581050

Form: SS-4

Number of this notice: CP 575 E

LOVE INC OF TIGARD TUALATIN
SHERWOOD
8842 SW STONO DR
TUALATIN, OR 97062

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 27-2581050. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, *Tax Exempt Status for Your Organization*, has details on the application process, as well as information on returns you may need to file. To apply for formal recognition of tax-exempt status, most organizations will need to complete either Form 1023, *Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code*, or Form 1024, *Application for Recognition of Exemption Under Section 501(a)*. Submit the completed form, all applicable attachments, and the required user fee to:

Internal Revenue Service
PO Box 192
Covington, KY 41012-0192

The Pension Protection Act of 2006 contains numerous changes to the tax law provisions affecting tax-exempt organizations, including an annual electronic notification requirement (Form 990-N) for organizations not required to file an annual information return (Form 990 or Form 990-EZ). Additionally, if you are required to file an annual information return, you may be required to file it electronically. Please refer to the Charities & Non-Profits page at www.irs.gov for the most current information on your filing requirements and on provisions of the Pension Protection Act of 2006 that may affect you.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #69

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Mon, 08/17/2020 - 10:49am
96.65.217.105

Agency Contact Information

Agency Name

Meals on Wheels People

Address

7710 SW 31st Avenue

City

Portland

State

Oregon

Zip Code

97219

Contact Name

Julie Piper Finley

Contact Telephone Number

503-953-8136

Contact Email Address

julie.piperfinley@mowp.org

Agency Request Information

Request

We are requesting \$1,000 for the senior nutrition program at the Juanita Pohl Center. Because of the current pandemic, we are now delivering to 11% more homebound seniors than this same time one year ago.

What is the Request for?

Funds will be used to offset the cost of food needed to prepare nutritious meals for homebound seniors who live in Tualatin. Because of the current pandemic, more seniors than ever before are sheltering in place and have little to no access to fresh food. Meals on Wheels People is able to bring them seven nutritious meals, along with bags of fresh, whole fruit, loaves of bread, quarts of milk and nutrition bars we make in our Central Kitchen. No other organization provides this service to homebound elderly in Tualatin.

Describe the Agency's Mission

We enrich the lives of seniors, and assist them in maintaining independence, by providing nutritious food, human connection and social support. We also use our expertise and capacity to serve other nutritionally at-risk populations.

What Group of Citizens in Tualatin Does Your Organization Target?

We will provide meals to anyone age 60 or older who lives in our service area.

What Types of Services will be Provided in the Funding Request Year?

We provide daily, nutritious meals to homebound elderly in Tualatin. While meals are currently being delivered just once a week, our staff are making wellness calls to all who are participating in our program. In addition, our clients have the option to sign up for the Friendly Chat program where a volunteer will call them at least once a week for a conversation. Our vision is that no senior will go hungry or experience social isolation. While we are not able to deliver daily as we used to, we want to ensure that those we serve are cared for and have a connection to the outside world.

How Many Tualatin Residents will be Served?

In the past 11 months, we have served more than 400 older adults in Tualatin.

What Percentage of Your Program is Dedicated to Service in Tualatin?

100%

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We receive part of our funding from the federal government:

Older Americans Act - \$77,012

Medicaid - \$8,131

NSIP - \$15,314

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[tualatin_center_2020_budget.pdf](#) [2]

Please Submit Your Board Information

[board_of_directors_2019-20.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[501_c_3_irs_determination_letter.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50701>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/tualatin_center_2020_budget.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/board_of_directors_2019-20.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/501_c_3_irs_determination_letter.pdf

Meals on Wheels People
 2020 Annual Budget
Cost Center 410 Tualatin
 Unaudited

Approved
 Annual
 Budget

Revenue:	
Government:	
Older Americans Act	77,012
Medicaid	8,131
NSIP (formerly USDA)	15,314
Covid-19 Revenue	-
Local Governments	-
Participant Contributions Congregate	12,844
Participant Contributions Home Delivered	8,430
Fundraising:	
Donations	40,334
Direct Solicitation	-
Special events	10,000
Center fundraising	2,500
Meal sales :	
Other :	
Interest earned and other investment earnings	-
In-kind contributions (net)	-
Total revenue	174,565
Expenses:	
Personnel:	
Salaries and wages	39,658
Payroll taxes and benefits	7,902
Contract employees	-
Food:	
Program meals	3,000
MOW Supplies	150
Food Service Supplies	1,800
Professional services	780
Printing	732
Insurance	768
Office Supplies	180
Small Equipment	250
Repairs and maintenance	1,200
Subscriptions and memberships	156
Janitorial services and supplies	3,204
Mileage	-
Volunteer costs	200
Center programming	200
Fundraising costs	-
Wellness	-
Miscellaneous	-
Intra-Unit Meals	81,811
Program Operations	32,156
Indirect expenses	4,418
Total Expenses	178,565



**Meals on Wheels People
Board of Directors 2020**

KATE ARMSTRONG

Nike
One Bowerman Drive, JR-2
Beaverton OR 97005
Work: 503.532.1631
Cell: 503.333.6731
Email: katarm@gmail.com

JANET BEAN

Portland Kettle Works
2401 NW 22nd Avenue
Portland OR 97110
Tel: 503.590.2326 (h)
Cell: 503.320.0050
Email: bean.janet@gmail.com

BETH BIGGS

Consonus Pharmacy
4560 SE International Way #101
Portland OR 97222
Work: 971.206.5100
Email: bbiggs@consonushealth.com

TERI BOWLES-ATHERTON

Providence St. Joseph Health
4400 NE Halsey St., Bldg. 2, 4th Floor
Portland OR 97213
Work: 503.893.6617
Cell: 503.975.4539
Email: teri.bowles@providence.org

NINA BYRD

EXP Consulting
3750 SW River Parkway #221
Portland OR 97239
Cell: 541.854.0145
Email: nina@livetheexp.com

SCOTT CHRISTIANSON, 1ST VICE PRESIDENT*

Ferguson Wellman Capital Mgt
888 SW Fifth Ave Ste 1200
Portland OR 97204
Tel: 503.226.1444 (w)
Cell: 503.898.0155
Fax: 503.226.3647
Email: christianson@fergwell.com

TODD COFFMAN

Rosendin Electric
2925 NW Aloclek Dr #170
Hillsboro OR 97124
Phone: 503.615.8189
Cell: 971.762.7925
Email: tcoffman@rosendin.com

NENGI DIRIYAI

Wells Fargo
3822 SE McKenzie Ave
Hillsboro OR 97123
Cell: 512.293.2361
Email: nengimote.d@gmail.com

KATHLEEN DRAGO

Oregon Health & Sciences University
3181 SW Sam Jackson Parkway
Portland OR 97239
Work: 503-494-7967
Cell: 916.300.3339
Email: drago@ohsu.edu

DAVID DRINKWARD

Hoffman Construction
805 SW Broadway, Suite 2100
Portland OR 97205
Tel: 503.221.8915(w) (503.643.1324(h))
Cell: 503.351.6076
Email: david-drinkward@hoffmancorp.com

KRISTEN ERBES

Cambia Health Solutions
100 SW Market St, M/S E 12 P
Portland OR 97201
Work: 503.525.6533
Cell: 503.516.2921
Email: kristen.erb@cambiahealth.com

STEVE FOLTZ

Vitaligent
7800 SW Durham Road, Ste. 900
Tigard OR 97224
Cell: 503.639.2747
Email: steve.foltz@vitaligent.com

JULIE E. FRANTZ

Senior Judge
2379 NW Quimby St.
Portland OR 97210
Cell: 503.701.0582
Email: murfrantz@gmail.com

ARNIE GARDNER

3265 NW Bauer Woods Drive
Portland OR 97229
Tel: 503.806.3751(h)
Email: arniehgardner@gmail.com

CONNIE GILFILLAN

Snyder Roofing
12650 SW Hall Blvd.
Tigard OR 97223
Work: 503.793.8260
Cell: 503.547.9017
Email: cgilfillan@snyder-builds.com

SARAH JOANNIDES, PRESIDENT *

Alternative Ownership Advisors
11015 NW Copeland St
Portland OR 97229
Cell: 503.314.6882
Email: sarahj3@comcast.net

TIM KALBERG, TREASURER*

Perkins & Co
1211 SW 5th Ave, Suite 1000
Portland OR 97204
503.221.7511(w) 503.245.6802(h)
Cell: 503.997.7511
Email: tkalberg@perkinsaccounting.com

CLAUDIA KNOTEK

New Seasons Market
1300 SE Stark St, Suite 401
Portland R 97214
Tel: 503.473.8714 (w)
Cell: 503.901.9869
Email: claudiak@newseasonsmarket.com

MARCUS LAMPROS

2357 NW Irving St
Portland R 97210
Tel: 971.21.3697 (h)
Email: mlampros@alliance-steel.com

AMY MALAGAMBA

The Standard
1100 SW Sixth Avenue
Portland OR 97204
Tel: 971.321.2087 (w)
Cell: 503.347.4666
Email: amy.malagamba@standard.com

ASHLEY OSTEN, 2ND VICE PRESIDENT*

Moss Adams
Fox Tower
805 SW Broadway, Suite 1200
Portland OR 97205
Phone: 503.478.2251(w) 208.301.1687(h)
Email: ashley.osten@mossadams.com

ERNIE STALEY

3804 NE Davis St
Portland OR 97232
Tel: 503.234.3597 (h)
Cell: 503.333.3519
Email: e3staley@gmail.com

LINDA THOMAS

5705 Beargrass Lane
Raleigh NC 27616
Cell: 971.322.9154
Email: thomaslinda08@yahoo.com

ARLENE VILLANUEVA UNVERZAGT

The Maribal Group
3644 SW 48th Place
Portland OR 97221
Cell: 415.531.4155
Email: Arlene.unverzagt@gmail.com

DAVID VANSPEYBROECK, SECRETARY*

24 Grouse Terrace
Lake Oswego OR 97035
Tel: 503.675.8090 (h)
Cell: 971.409.3291
Email: vanspeybroeckd@gmail.com

STEVE WATTS

Summit Bank
1155 SW Morrison, Suite 306
Portland OR 97205
Tel: 503.618.8122 (h)
Cell: 503.310.3604
Email: swatts@sbko.bank

***Executive Committee**



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550279
Feb. 08, 2013 LTR 4168C 0
93-0584318 000000 00

00027058
BODC: TE

MEALS ON WHEELS PEOPLE INC
PO BOX 19477
PORTLAND OR 97280-0477



008407

Employer Identification Number: 93-0584318
Person to Contact: Sophia Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Nov. 19, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in June 1971.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

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 sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077550279
Feb. 08, 2013 LTR 4168C 0
93-0584318 000000 00
00027059

MEALS ON WHEELS PEOPLE INC
PO BOX 19477
PORTLAND OR 97280-0477

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

Sincerely yours,

A handwritten signature in cursive script that reads "Cindy Thomas".

Cindy Thomas
Manager, EO Determinations

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #67

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Thu, 08/13/2020 - 7:08pm
50.53.156.216

Agency Contact Information

Agency Name

Neighbors Nourishing Communities

Address

17660 SW Shawnee Trail

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Chad Darby

Contact Telephone Number

503-523-7142

Contact Email Address

neighborsnc@gmail.com

Agency Request Information

Request

\$2,500

What is the Request for?

Educational supplies, tools, seeds, plants, growing medium, raised bed maintenance, garden space rentals, and construction of a greenhouse.

Describe the Agency's Mission

To strengthen communities and reduce hunger through gardening.

What Group of Citizens in Tualatin Does Your Organization Target?

All residents. We provide education, seeds, plants, tools, garden space, and supplies for free to anyone that is willing to join us in growing produce for donation. We allow all gardeners to keep 80% of what they produce (100% if they are in need of food support) and we ask that they

donate 20% for families in our community that are in need. We teach classes at area elementary schools, promote a garden club at a Tualatin senior living facility, and teach classes at Tualatin Library.

What Types of Services will be Provided in the Funding Request Year?

We will provide plants, seeds, and education as well as garden space for those that need it. We are also building a greenhouse at Bridgeport Elementary School that will be over 900 square feet. It will allow the school to expand STEM learning while also producing food for the school backpack program and for donation. Bridgeport regularly donates over 500 lbs of food from their community garden and we hope to greatly expand upon that. We also will be providing a garden club for seniors at Brookdale River Valley Tualatin where they will raise plant starts for our volunteer gardeners. We also provide seeds and supplies to MITCH Elementary School where students raise over 800 plant starts each year.

How Many Tualatin Residents will be Served?

In theory all residents are served. Tualatin may be the only city in the U.S. where all residents can have a free garden if they choose. In reality we serve over 1,000 residents between the schools, library attendees, our gardeners, businesses, senior residents, and those that shop for food at the Tualatin Schoolhouse Pantry.

What Percentage of Your Program is Dedicated to Service in Tualatin?

About 90% of our gardeners are from Tualatin and >95% of the produce is donated in this community. We also teach all of our classes and have all of our programs and offerings in Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We are not requesting funds from any other government entities.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[2020-2021_budget.docx](#) [2]

Please Submit Your Board Information

[board_members_2020-2021.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[irs_501c3_approval.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50651>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/2020-2021_budget.docx

[3] https://www.tualatinoregon.gov/system/files/webform/board_members_2020-2021.docx

[4] https://www.tualatinoregon.gov/system/files/webform/irs_501c3_approval.pdf

Operating Budget 2020-2021	2020 (Projected Year-End)
<u>Revenue</u>	
Cash (starting balance)*	\$32,312
Resident Donations (cash)	\$50
Business Donations (cash)	\$0
City of Tualatin Grant	\$2,500
Bank refund	\$189
Total Cash Starting and Received	\$35,051
Donated Material	
Victory Seeds (donated seeds)-estimated	\$125
Seed Savers (donated seeds)- estimated	\$100
Total Value of Cash and Donations	\$35,276
<u>Expense</u>	
Oregon Business Filings	\$ 100
Seeds/Plants	\$1,351
Community Garden Space Rental for low income families	\$0
Supplies for classes, tools	\$0
Administrative costs/supplies	\$868
Greenhouse construction/plans/permitting	\$32,500
Total Expenses	\$34,819
Year-end balance	\$457

Board Member Name	Board Position	Occupation	Address	Phone Number
Chad Darby	Director/Chairman	Air Quality Consultant/Engineer	17660 SW Shawnee Trail, Tualatin, OR 97062	503.523.7142
Robert Kellogg	Director	Attorney	9412 SW Arikara Drive, Tualatin, OR 97062	971.235.6908
Frank Bubenik	Director	IT Consultant	17445 SW 107th Ave., Tualatin, OR 97062	503.692.1544
Caitlin Blood	Director	Skyline Farm Manager	7306 N. Vancouver Ave., Portland, OR 97217	503.475.4271
Evan Weisner	Director	Real Estate Management	23315 Sw Sherk place, Sherwood, OR 97140	503-752-4202
Peggy Fisher	Director	Director of Marketing	22445 SW Chilkat Ter, Tualatin, OR 97062	503.554.4096
Chris Davis	Director	IT Specialist	17910 SW 115th Ave, Tualatin, Oregon 97062	503-267-1589

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

DEPARTMENT OF THE TREASURY

Date: **SEP 05 2014**

NEIGHBORS NOURISHING COMMUNITIES
17660 SW SHANNEE TRAIL
TUALATIN, OR 97062-0000

Employer Identification Number:
46-4536188
DLN:
26053633002204
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
January 16, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #68

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Fri, 08/14/2020 - 12:23pm
97.115.72.89

Agency Contact Information

Agency Name

Oregon Community Warehouse, Inc

Address

8380 SW Nyberg St

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Anna Kurnizki

Contact Telephone Number

971-865-5284

Contact Email Address

development@communitywarehouse.org

Agency Request Information

Request

Community Warehouse is requesting \$5,000 to support our response to the COVID-19 pandemic.

What is the Request for?

In order to continue offering furniture and household items to neighbors in need through this pandemic, we need funding for cleaning and sanitation supplies, fuel and truck maintenance, and staff labor. Furniture is one of the top 3 most expensive items people will purchase in their lifetime, and studies have found that people are 40% more likely to retain their housing after receiving furniture from Community Warehouse. With the financial constraints that many are facing right now, furniture becomes an essential "luxury" that not all can afford. Now more than ever, everyone in our community needs a safe place to call home, and we believe that during these challenging times, no one should have to shelter in place in an empty space.

Just 2 weeks ago, Community Warehouse received a message from a single woman in her 60s: "I moved to Tualatin 4 years ago and had to leave most of my furniture behind, as I couldn't move it myself. I lost my bed. I thought I would get into a financial situation to be able to buy one. Never have- can't really afford rent now. I sleep on the floor in a pile of blankets. It has worked ok." Because of an upcoming surgery, she was worried about getting herself off the floor, so she reached out to Community Warehouse. (With so many organizations limiting their services, more people in need are contacting us directly rather than through a referral.) We delivered furnishings, including a bed and lift chair, to this neighbor immediately. No one should have to sleep on the floor. With the continuation of our program, we hope to alleviate this barrier for many community members and enable them to heal and recover.

Describe the Agency's Mission

Community Warehouse's mission is to provide essential furnishings to our neighbors in need, creating stronger homes and brighter futures for all. As the only nonprofit furniture bank located in Tualatin and Portland serving the upper-mid Willamette Valley, we specialize in community. We were built by a community effort to help people turn their houses into homes, and we continue to hold community as a core value. We help families in need by providing beds to sleep in, chairs to sit in, and tables to eat and gather at. By using donated furniture, we are not only reusing items already present in the community but are also creating a shared sense of home for everyone in the greater Portland area. We believe a house does not become a home until it becomes a place of comfort and safety, something that cannot be achieved without essential furnishings and the knowledge that the community will be there to help neighbors make it through difficult times.

What Group of Citizens in Tualatin Does Your Organization Target?

Community Warehouse serves Tualatin citizens, among other residents in surrounding counties, that are low-income or under the federal poverty level. Almost 80% of those we assist are families with children; 70% come from a minority ethnic background; and the majority have a woman as the head of household. We have experienced a steady increase in request for services over the past year at our Tualatin Warehouse. This grant will help meet the need of local residents that are recovering from hardships such as homelessness, fire or natural disaster, substance abuse, or domestic violence. Additionally, Community Warehouse provides a resource for all Tualatin citizens to contribute directly to their community by donating their household items or shopping in the Estate Store, which raises unrestricted funding for our mission.

What Types of Services will be Provided in the Funding Request Year?

Community Warehouse will provide furniture for COVID-19 relief to eligible clients referred by social services agencies or self-referred and screened through our Client Services Coordinator. In addition to the pandemic specific service, we will work to slowly and safely resume and reopen our normal services, including accepting gently-used donations and operating our retail storefront.

How Many Tualatin Residents will be Served?

We expect to serve more than 780 people through our Tualatin Warehouse in the next year. We will track client data and share how many clients were served from Tualatin zip codes in our grant report.

What Percentage of Your Program is Dedicated to Service in Tualatin?

The percentage of our overall budget covering the Tualatin Warehouse is 36%. This amounts to \$1,173,764 in expenses (including the in-kind value of donated furnishings). Our Tualatin Warehouse served more than 3,120 people last year.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

N/A

* Please note that budget information has changed drastically due to COVID-19. We are happy to submit an updated budget and cash forecast as needed.

Agency Organizational / Financial Information**Please Submit Your Budget Information**[cw-budget-2020.pdf](#) [2]**Please Submit Your Board Information**[cw_board_of_directors_roster_feb_2020.pdf](#) [3]**Please Submit a Copy of Your 501(c)3 cert.**[501c3_communitywarehouse.pdf](#) [4]**Other Attachments**[covid-response-report.pdf](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50671>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] <https://www.tualatinoregon.gov/system/files/webform/cw-budget-2020.pdf>

[3] https://www.tualatinoregon.gov/system/files/webform/cw_board_of_directors_roster_feb_2020.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/501c3_communitywarehouse.pdf

[5] <https://www.tualatinoregon.gov/system/files/webform/covid-response-report.pdf>

COMMUNITY WAREHOUSE, INC
Budget 2020
January 1, 2020 through December 31, 2020

Revenue	
Donated Goods - Assistance	1,248,767
Grants	350,000
Donor Contributions	250,000
Events (net of expenses)	190,000
Program Fees	635,764
Enterprise Sales	680,000
Rental Revenue	6,500
Investment & Interest	
Other Revenue	
Total Income	<u>3,361,030</u>
Gross Profit	<u>3,361,030</u>
Expense	
Donated Goods Assistance	1,248,767
In kind assistance - Individuals Exp	40,000
Personnel	1,467,531
Professional Fees	28,600
Advertising	65,691
Office Expense	76,481
Information Technology	63,560
Occupancy	73,313
Travel	35,116
Training, Meetings, Activities	32,078
Insurance	44,791
Other Expenses	4,744
Interest Expense	80,258
Total Expense	<u>3,260,930</u>
Net Ordinary Income	100,101
Other Income/Expense	
Other Expense	
Depreciation Expense	52,177
Amortization Expense	3,383
Total Other Expense	<u>55,560</u>
Net Other Income	<u>(55,560)</u>
Net Income	<u><u>44,541</u></u>



BOARD OF DIRECTORS

updated February, 2020

ROZ BABENER

Board Chair Emeritus & Founder
4155 SW Patrick Place
Portland, Oregon 97239
503.329.5588 (c)
roz755@aol.com

NICHOLAS SHEPHERD

Board President
Partner, Irvine and Company CPA's
345 NE 102nd Ave
Portland, OR 97220
503.407.3688 (c)
503.252.8449 (w)
nick@irvinecpas.com

JOHN WITHERSPOON

Board Vice-President
Attorney at Law
Partner, McEwen Gisvold LLP,
1600 Standard Plaza, 1100 S.W. 6th Avenue,
Portland, Oregon 97204
503-412-3520 (d)
503.593.7772 (c)
johnw@mcewengisvold.com

RAY ANDERSON

Board Secretary
Retired, Intel Corporation
12329 NW Sargent Lane
Portland OR 97231
503.467.9362 (c)
503.296.0439 (h)
rayjanderson@comcast.net

GABE WELLS

Board Treasurer
VP, Business Client Advisor
Summit Bank
222 SW Columbia St, Suite 200
Portland, OR 97201
971.940.1915(o)
503-828-8010 (c)
gwells@sbko.bank

JACK HEIMS

Board Exec Committee, Member at Large
Retired, Healthcare Executive
614 NW 11th Ave
Portland, OR 97209
503-315-2004 (h)
heimsjack@gmail.com

DARRELL NELSON

Manager, Community Relations & Events
NW Natural
220 NW Second Ave
Portland, OR 97209
503.220.2347
drn@nwnatural.com

ANN KIRBY, MS, MPA, BSN

Executive Director Care Management -
Oregon
Providence Health and Services
4400 NE Halsey St., Bldg 2, Ste 599
503.893.6011 (o)
503.718.1524 (c)
annette.kirby@providence.org

TOD BRESLAU

Broker, Premiere Property Group
Managing Partner, Jupiter Hotel
1201 NE Lloyd Blvd, Ste 115
Portland, OR 97232-1823
503-740-4888
tbreslau@aol.com

JERRY WALKER

Owner, HCMA-Portland
3203 NE 15th Avenue
Portland, OR 97212
503.493.0813 (o)
503.705.4624 (c)
jerry@hcmaltd.com

KATIE MCRAE

Retired, Providence Health & Services
321 SE 47th Ave
Portland, OR 97215
503.358.8401
rogerandkatie@comcast.net

APRIL DOLL

Professional Organizer
255 SW Harrison St 7H
Portland, OR 97201
503-490-8382
aprilmdoll@gmail.com

COLLEEN HARRIS

President, Harris WorkSystems, Inc.
11530 SW Tiedeman Ave
Tigard, OR 97223
503-643-3018
colleenh@harrisworksystems.com

LAUREL KURTZ

Eligibility Specialist, Multnomah County
HIV Health Services Center
619 NW 6th Ave, 3rd floor
Portland, OR 97209
503.988.4617 (o)
505.734.5065 (c)
laurelkurtz@hotmail.com

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

DEPARTMENT OF THE TREASURY

Date:

MAY 08 2006

OREGON COMMUNITY WAREHOUSE INC
2267 N INTERSTATE
PORTLAND, OR 97227-0000

Employer Identification Number:
93-1310582
DLN:
17053091724026
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 June 2001, 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.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements



Community Warehouse's COVID-19 Response

In early 2020, as we saw the urgency of COVID-19 approaching us, our leadership team decided to flatten the curve and close on March 16 (before the State issued stay at home orders), temporarily suspending Community Warehouse's services. We had to make the unfortunate decision to temporarily lay off 75% of our staff, due to losing earned revenue from the closure and postponing our biggest fundraising event. It was one of the most stressful times Community Warehouse has experienced.

When state officials issued the stay at home order in Oregon, we thought: *"How do you stay at home if you have nothing at home?"* Community Warehouse had to ensure people had the basic essential items to get through the pandemic safely at home.

In less than a week, our remaining team formulated a plan for modified client services: Home2Go kits. These kits included brand-new, essential items for every household, including pots and pans, silverware, a full set of dishes, towels, bedsheets, and an air mattress, designed to give our clients an opportunity to cook their own meals and have a safe place to sleep. These items were packed safely into newly manufactured dressers and shrink-wrapped for portability. Beginning March 30, we offered no-contact pickup and delivery of Home2Go kits for partner agencies and clients.

"There was a time when I was a housesitting (read: homeless) single mom who would have broken into tears to have been offered this dresser kit. They make my heart happy- as does your continued efforts." - Donor

Once the Home2Go program was operational, our next goal was to bring staff back to work. Week by week in April, we brought program staff back to support the Home2Go program. By mid-May, all our staff were back in some capacity, working from home or in the Warehouse. We utilized the time we were closed to the public to improve our Warehouses: painting a mural in our Family Welcome Room, installing pallet racks for mattress storage, creating sanitation stations, and more. We provided support and advice to other furniture banks across the country on how to respond to the pandemic and continue safely providing services.

In June, Community Warehouse began accepting a limited list of donations from the public. We are now providing much more than Home2Go kits and continue to safely expand our services. Clients face additional barriers to receiving furniture during the

COVID-19 pandemic, and our top priority is to ensure safe and equitable access to furniture bank services.

Watch our COVID-19 Response video: www.youtube.com/watch?v=fMS3YdLsrpc

Visit our website to stay updated: communitywarehouse.org



Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #71

Submission information

Form: [Outside Agency Funding Request Form](#) [1]

Submitted by Visitor (not verified)

Wed, 08/19/2020 - 9:35am

24.20.122.30

Agency Contact Information

Agency Name

Rebuilding Together Washington County Inc.

Address

12550 SW 3rd St

City

Beaverton

State

Oregon

Zip Code

97005

Contact Name

Joan goldhammer

Contact Telephone Number

503-680-0480

Contact Email Address

rtwc@togwc.org

Agency Request Information

Request

\$1,750.00

What is the Request for?

To help fund our emerging "Safe at Home" Program that is the outgrowth of our existing "Critical Repair Program" that provides free home repairs and accessibility modifications to low-income homeowners throughout Washington County. Our new "Safe at Home" Program will include the recruitment of a project manager and the hiring of paid contractors to complete homeowner repairs and install accessibility modifications that have outpaced our volunteer's ability to address all of the more complicated and labor intensive jobs needed by our homeowner applicants. Pre-Covid-19 our volunteers performed 98-99% of the hundreds of jobs we have completed but with the aging housing stock and the more extensive repairs and modifications needed to make them safe we have seen this program as a viable means to supplement the

work of our volunteers. Also with the restrictions due to Covid-19 and our desire to protect our vulnerable homeowners and volunteers we believe that hiring contractors who have proper PPE's, training and most importantly, experience in working under Covid-19 restrictions, this is the best way to address homeowner's needs and keep everyone as safe as possible. We have also developed extensive protocols for contractors and volunteers to follow when on a work-site.

Describe the Agency's Mission

Repairing homes, Revitalizing Communities & Rebuilding Lives.

What Group of Citizens in Tualatin Does Your Organization Target?

Our organization assists any homeowner who meets HUD Low-Moderate Income Standards, but the vast majority of the work we perform is for homeowners who are seniors, persons with disabilities, veterans and their families and families with dependent children in the home. The new "Safe at Home Program" will specifically be for seniors and persons with disabilities.

What Types of Services will be Provided in the Funding Request Year?

As we are unaware of the types of repairs and accessibility modifications needed by our homeowners until we receive their applications and perform our 31 point Safe and Healthy Home Assessment we cannot say with certainty. However the following are typical repairs and modifications we may encounter: building of wheelchair ramps, installation of hand rails, wider walker accessible stairs, widening of doorways for wheelchair access, ADA toilets, electrical and plumbing repairs, dry rot repair and almost any type of repair that poses a threat to the safety or health of our target population.

How Many Tualatin Residents will be Served?

As we serve all of Washington County and our services are addressed to those homeowners in most urgent need and order of receipt of application it is impossible to state this with certainty. Currently we have a senior male who needs new stairs, siding repair and other repairs and was scheduled to be assisted this summer, but due to restriction we have not yet been able to help him. Another Tualatin resident had work performed for her last fiscal year, but she is in need of additional assistance from us.

What Percentage of Your Program is Dedicated to Service in Tualatin?

We cannot allocate percents of our program services as explained above; striving always to complete the most critical repairs and accessibility modifications that our resources allow to those most in need in order of receipt of application. We remain cognizant of our supporting cities and seek to assure residents of those cities receive our help in a fair and equitable manner.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Beaverton- \$20,000 approved

City of Forest Grove- supporter for almost every year for past 20+

City of Hillsboro- supporter for almost every years for past 20+

City of Tigard- long-time supporter

Washington County Office of Community Development- \$10,000 approved

Agency Organizational / Financial Information

Please Submit Your Budget Information

[rtwc_20202021_budget_by_program.pdf](#) [2]

Please Submit Your Board Information

[board_of_directors_202021_.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[irs_name_change_letter.pdf](#) [4]

Other Attachments

[irs_determination.pdf](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50751>

Links

- [1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>
- [2] https://www.tualatinoregon.gov/system/files/webform/_rtwc_20202021_budget_by_program.pdf
- [3] https://www.tualatinoregon.gov/system/files/webform/board_of_directors_202021_.docx
- [4] https://www.tualatinoregon.gov/system/files/webform/irs_name_change_letter.pdf
- [5] https://www.tualatinoregon.gov/system/files/webform/irs_determination.pdf

**RTWC Line Item Budget by Program
Current Expense Budget**

RTWC
FY 20/21 Budget: Program Summary
Drafted t Danielle

	Total	100 Homeowner Support/Outreach	200 Critical Repairs	300 Community Alliance Repairs	400 Unrestricted	500 Safe at Home
Revenue						
Contributions						
Individuals	12,000	-	-	-	12,000	-
Corporations	17,200	-	7,000	5,200	-	5,000
Benevolent Orgs/Assn	19,400	-	5,000	-	-	14,400
Businesses	7,000	-	7,000	-	-	-
Public Agency	54,878	32,040	16,338	-	6,500	-
Foundations	48,000	-	10,500	3,000	17,000	17,500
Special Events	5,000	-	-	-	5,000	-
Earned Income	15,000	-	10,000	-	-	5,000
Miscellaneous	-	-	-	-	-	-
<i>Unrestricted fund allocation</i>	-	24,246	-	-	(31,034)	6,788
Total cash revenue	\$ 178,478	\$ 56,286	\$ 55,838	\$ 8,200	\$ 9,466	\$ 48,688
Total in-kind revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 178,478	\$ 56,286	\$ 55,838	\$ 8,200	\$ 9,466	\$ 48,688
Expenses						
Staff salary and benefits	100,618	41,975	15,524	7,331	15,299	20,488
Materials	14,800	800	8,000	1,000	-	5,000
Service	16,000	-	10,000	1,000	-	5,000
Labor - Repair	11,000	-	5,000	1,000	-	5,000
Volunteer Support Costs	1,100	100	500	500	-	-
Additional Project Costs	600	-	100	500	-	-
Occupancy	7,500	-	-	-	7,500	-
Insurance	3,000	-	-	-	3,000	-
Dues and Licensing	4,000	-	-	-	4,000	-
Supplies	3,200	-	-	200	3,000	-
Technology	2,500	-	-	-	2,500	-
Telecommunications	-	-	-	-	-	-
Travel and meetings	4,500	-	-	-	4,500	-
Printing and Marketing	1,500	-	-	-	1,500	-
Staff training/development	4,000	-	-	-	4,000	-
Bank Fees	1,500	-	-	-	1,500	-
Depreciation	-	-	-	-	-	-
Postage	100	-	-	-	100	-
Special Events	-	-	-	-	-	-
Reporting Costs	400	-	-	-	400	-
<i>Expense allocation</i>	-	13,410	4,960	2,342	(33,912)	13,200
Total cash expenses	176,318	56,286	44,083	13,874	13,387	48,688
Total in-kind expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	176,318	56,286	44,083	13,874	13,387	48,688
Revenue over Expenses	2,160	0	11,755	(5,674)	(3,921)	(0)



BOARD OF DIRECTORS 2020/ 2021 FISCAL YEAR

Officers

Yessenia Jones- President
Branch Manager
Columbia Bank, Tigard/King City
Member as of June, 2015

Amie Fender- Vice-President
Lawyer, State of Oregon
Member as of October, 2018

Tamara Belfatto -Treasurer
Assistant Branch Manager
Columbia Bank, Hillsboro
Member as of July 2019

Salvador Castaneda Jr. Secretary
Advisor and Outreach Coordinator
Portland Community College
Member as of August 2018

Directors

Alex Jones
Corporate Trainer, US Bank
Member as of June 2015

Louise Steele
Robotics Repair, Intel Corp
Member as of February 2018

**

Staff

Danielle Schira, MPA
Executive Director

Monica Arnett
Program Manager

Joan Goldhammer
Community Relations Manager



OGDEN UT 84201-0046

In reply refer to: 0424105751
June 17, 2003 LTR 252C
93-1120908 000000 00 000
05060

REBUILDING TOGETHER WASHINGTON
COUNTY INC
12555 SW 4TH ST
BEAVERTON OR 97005-0555554

Taxpayer Identification Number: 93-1120908

Dear Taxpayer:

Thank you for the inquiry dated May 07, 2003.

We have changed the name on your account as requested. The number shown above is valid for use on all tax documents.

If you have any questions, please call us toll free at 1-877-829-5500.

If you prefer, you may write to us at the address shown at the top of the first page of this letter.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Also, you may want to keep a copy of this letter for your records.

Telephone Number () _____ Hours _____

Thank you for your cooperation.

Sincerely yours,

Nadine Wille
Dept. Manager, Code & Edit/Entity 3

Enclosure(s):
Copy of this letter

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #80

Submission information

Form: [Outside Agency Funding Request Form](#) [1]

Submitted by Visitor (not verified)

Mon, 08/24/2020 - 2:39pm

216.150.193.36

Agency Contact Information

Agency Name

Sexual Assault Resource Center (SARC)

Address

4900 SW Griffith Suite 100

City

Beaverton

State

OR

Zip Code

97005

Contact Name

Amy S Beard

Contact Telephone Number

5036269100

Contact Email Address

amyb@sarcoregon.org

Agency Request Information

Request

SARC respectfully requests \$3,500.00 from the City of Tualatin to fund general operations associated with providing services to people who have experienced sexual violence and community education and outreach, including evidence-based sexual assault prevention education.

What is the Request for?

Due to the COVID-19 outbreak and subsequent quarantine, we have been providing all our services remotely, which has greatly impacted our operating costs. For example, we have had to purchase cell phones and laptops for staff who used to provide in-person crisis intervention services, so that they can provide those services via phone and video call, and we have also had a significant demand in clients needing emergency support services such as food bags and assistance with rent, as many of our clients have seen reductions or total loss of income due to

the quarantine. Funding from the City of Tualatin will be used to support SARC's general operating costs associated with providing services to survivors of sexual assault and community education and outreach efforts. Even during quarantine, we continue to offer the following services in Washington County: 24/7 crisis intervention through our support line; 24/7 crisis response via phone and video call to individuals at local area hospitals (including Tualatin's Legacy Meridian Park Medical Center) and police departments; follow-up services provided via phone, text, email, and video call; emergency food, transportation, and housing assistance; individual mental health counseling and support groups provided via video call by licensed mental health care providers specializing in the treatment of trauma; and community education and outreach through our social media services and video calls with community partners. All our services to sexual assault survivors are free, confidential, and available in English and Spanish.

Describe the Agency's Mission

SARC's mission is to promote social justice by eliminating sexual violence in our community through education, support, and advocacy.

What Group of Citizens in Tualatin Does Your Organization Target?

Our services would be targeted at Tualatin citizens who have experienced sexual assault (which, assuming Tualatin residents experience sexual assault at rates comparable to national averages of 19% of women and 2% of men, would be approximately 5,550 Tualatin residents), and our community outreach efforts would be targeted primarily at Tualatin law enforcement, health care providers, and high school youth.

What Types of Services will be Provided in the Funding Request Year?

With the generous support of the City of Tualatin, SARC will provide 24/7 crisis intervention, follow-up services, counseling and support groups, and community outreach and education during the upcoming year. Services will be provided remotely via phone, text, video call, and email during the quarantine and we will return to in-person services as soon as our Board of Directors deems it safe to do so. We are grateful for the City's past support of our program; funding we received from the City last year was used to pay for expenses associated with our crisis intervention program.

How Many Tualatin Residents will be Served?

While we do not track clients by city of residence, based on the population of Tualatin and Washington County and our average number of clients served each year, we estimate that approximately 5% of our clients, or 100 people, reside in Tualatin. Additionally, just last week, we submitted a grant to a private foundation that, if granted, would permit us to expand our nine-week sexual assault prevention education program to Tualatin-area high schools in early 2021; if those efforts are successful, we will be serving approximately 1900 Tualatin youth, who will make up about 13% of the participants in our prevention education program. The program will be offered remotely if the quarantine continues into 2021, or in-person if quarantine ends by that time.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Approximately 5% of our sexual assault services are dedicated to service in Tualatin. We also provide annual training to Tualatin Police Department, which constitutes 14% of the law enforcement agencies to which we provide annual training. If we are successful in our efforts to expand our prevention education program to Tualatin high schools, Tualatin youth will make up 13% of the participants in our prevention education program.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We receive or are requesting \$178,000 from the State of Oregon, \$85,000 from Washington County, and \$5,005 from the City of Tigard.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[sarc - fy2020_budget_mid_year_revision_for_city_of_tualatin_grant.xlsx](#) [2]

Please Submit Your Board Information

[sarc_board_roster.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[2009_irs_nonprofit_determination_letter.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50991>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/sarc_-_fy2020_budget_mid_year_revision_for_city_of_tualatin_grant.xlsx

[3] https://www.tualatinoregon.gov/system/files/webform/sarc_board_roster.docx

[4] https://www.tualatinoregon.gov/system/files/webform/2009_irs_nonprofit_determination_letter.pdf

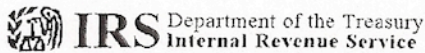
TOTAL - Budget Worksheet										
Sub-Division	SARC									
Sub-Div #	Total all									
Date	8/25/2020	Actuals 10-1-2019 thru 7-31-2020	Estimates 8-1- 2020 thru 9-30-2020	Actuals + Estimates FY2020	Board-Approved FY2020 Budget	Budget FY2021	FY2021 Q1 Budget 10.1.20 - 12.31.20	FY2021 Q2 Budget 1.1.21 - 3.31.21	FY2021 Q3 Budget 4.1.21 - 6.30.21	FY2021 Q4 Budget 7.1.21 - 9.30.21
REVENUES										
4011	VOCA-SST-2018-00052	11,814.54	0.00	11,814.54	10,459.40	0.00	0.00	0.00	0.00	0.00
4003	Joint-2017-00046 VOCA	7,840.74	0.00	7,840.74	0.00	0.00	0.00	0.00	0.00	0.00
4004	Joint-2019-00047 VAWA	24,879.85	4,118.17	28,998.02	24,630.15	18,531.75	6,177.25	6,177.25	6,177.25	0.00
Not yet assigned Joint 2021 grant, VAWA portion		0.00	0.00	0.00	24,630.15	6,177.25	0.00	0.00	0.00	6,177.25
4005	Joint-2019-00047 VOCA	125,081.98	26,000.00	151,081.98	212,532.00	273,982.00	68,495.50	68,495.50	68,495.50	68,495.50
4020	VAWA-C-2018-00011	88,087.40	0.00	88,087.40	88,205.65	0.00	0.00	0.00	0.00	0.00
4021	VOCA-C-2016-00016	10,808.04	0.00	10,808.04	0.00	0.00	0.00	0.00	0.00	0.00
4021	VOCA-C-2019-00002	90,980.89	25,000.00	115,980.89	143,672.40	163,334.00	40,833.50	40,833.50	40,833.50	40,833.50
4023	SHF-2019-SARC-00007	23,603.67	0.00	23,603.67	27,538.00	14,127.33	14,127.33	0.00	0.00	0.00
4101	ODSVS (2019-2020)	145,000.00	36,250.00	181,250.00	145,000.00	108,750.00	36,250.00	36,250.00	36,250.00	0.00
4024	ODSVS - COVID Emergency Fund	49,011.00	0.00	49,011.00	0.00	0.00	0.00	0.00	0.00	0.00
Not yet assigned ODVS (2021-2022)		0.00	0.00	0.00	0.00	145,000.00	36,250.00	36,250.00	36,250.00	36,250.00
4025	COVID-CARES state grant	0.00	93,225.00	93,225.00	0.00	0.00	0.00	0.00	0.00	0.00
4110	SAF	35,020.00	7,004.00	42,024.00	42,026.00	42,026.00	10,506.50	10,506.50	10,506.50	10,506.50
4263	Washington County Justice Reinvestment Grant	13,213.26	6,000.00	19,213.26	32,292.87	64,371.74	16,092.94	16,092.94	16,092.94	16,092.94
4300	City	7,005.00	0.00	7,005.00	5,000.00	5,000.00	0.00	0.00	2,500.00	2,500.00
4401	Foundation Restricted - Ronald M Naito MD Foundation	17,300.00	0.00	17,300.00	16,850.00	0.00	0.00	0.00	0.00	0.00
4401	Foundation Restricted - PGE Drive Change Foundation	40,000.00	0.00	40,000.00	46,565.00	6,000.00	0.00	0.00	6,000.00	0.00
4401	Foundation Restricted - Women's Foundation	10,000.00	0.00	10,000.00	46,565.00	0.00	0.00	0.00	0.00	0.00
4501	Foundation Unrestricted	48,000.00	0.00	48,000.00	38,000.00	30,000.00	28,000.00	0.00	2,000.00	0.00
4502	Corporate Donations	6,543.13	0.00	6,543.13	6,000.00	5,000.00	5,000.00	0.00	0.00	0.00
4503	Individual Donations	30,700.82	225.00	30,925.82	24,000.00	18,000.00	15,000.00	1,000.00	1,000.00	1,000.00
4903	Program Revenue	4,041.48	0.00	4,041.48	10,000.00	4,000.00	0.00	0.00	2,000.00	2,000.00
Not yet assigned SBA PPP loan, converted to revenue post-forgiveness		0.00	104,600.00	104,600.00	0.00	0.00	0.00	0.00	0.00	0.00
0490	Other Income	392.25	0.00	392.25	888.00	0.00	0.00	0.00	0.00	0.00
Revenue Subtotal		789,324.05	302,422.17	1,091,746.22	944,854.62	904,300.07	276,733.02	215,605.69	228,105.69	183,855.69
EXPENSES										
6001	Gross Wages	384,709.07	89,550.77	474,259.84	472,185.00	469,267.39	139,062.77	121,065.10	113,981.77	95,157.77
	(Admin) Executive Director (Amy, through Sept. 2020)	68,653.83	16,346.15	84,999.98	85,000.00	0.00	0.00	0.00	0.00	0.00
	(Admin) Interim Director (Michele, Aug. 2020 - Feb. 2021)	0.00	6,538.46	6,538.46	0.00	17,708.33	10,625.00	7,083.33	0.00	0.00
	(Admin) Executive Director (TBD, Mar. 2021 - Sept. 2021)	0.00	0.00	0.00	0.00	75,000.00	18,750.00	18,750.00	18,750.00	18,750.00
	(Alder) Senior Mental Health Clinician (Rachel)	36,256.07	6,960.00	43,216.07	45,240.00	47,502.00	11,875.50	11,875.50	11,875.50	11,875.50
	(Alder) Latinx Mental Health Clinician (Perla)	21,840.00	4,160.00	26,000.00	27,040.00	28,392.00	7,098.00	7,098.00	7,098.00	7,098.00
	(Alder) Mental Health Clinician (Megan)	13,179.83	3,840.00	17,019.83	19,730.00	13,728.00	6,240.00	3,744.00	3,744.00	0.00

(Alder) Support Group Coordinator (Loerit)	43,189.77	8,320.00	51,509.77	52,080.00	56,704.00	14,176.00	14,176.00	14,176.00	14,176.00
(Alder) Support Group Facilitator (Shay)	13,944.60	3,840.00	17,784.60	17,160.00	15,600.00	6,240.00	4,680.00	4,680.00	0.00
(Alder) Temporary Support Group Facilitator (Julia)	0.00	3,520.00	3,520.00	0.00	0.00	22*20*13	0.00	0.00	0.00
(Case Mgmt) Senior Case Manager (Bri, Sept. 2019 - Feb. 2020)	21,601.54	0.00	21,601.54	20,665.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) Case Manager (Eleanor, Sept. 2019 - Feb. 2020)	14,371.50	0.00	14,371.50	16,400.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) Latinx Manager (Virna, Sept. 2019 - Feb. 2020)	15,625.12	0.00	15,625.12	17,264.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) On-Call Latinx Case Manager (Valeska, Sept. 2019 - Feb. 2020)	315.00	0.00	315.00	350.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) Housing Specialist (Eleanor)	17,950.00	6,400.00	24,350.00	24,336.00	31,200.00	10,400.00	10,400.00	10,400.00	0.00
(Crisis Intervention) Crisis Intervention Program Manager (Cecilia Sept. 2019 - Feb. 2020, then Bri)	43,561.62	7,846.15	51,407.77	50,500.00	55,000.00	13,750.00	13,750.00	13,750.00	13,750.00
(Crisis Intervention) Temporary Latinx Advocate (TBD)	0.00	6,400.00	6,400.00	3,500.00	10,400.00	10,400.00	0.00	0.00	0.00
(Crisis Intervention) On-Call Support Staff (Jenny, Sept. 2019 - June 2020; then Lyndi)	1,059.99	300.00	1,359.99	3,500.00	5,640.01	1,410.00	1,410.00	1,410.00	1,410.00
(Crisis Intervention) On-Call Support Staff (Corrie)	1,536.66	300.00	1,836.66	3,500.00	7,663.34	1,915.84	1,915.84	1,915.84	1,915.84
(Crisis Intervention) On-Call Support Staff (Stephanie)	1,647.00	300.00	1,947.00	3,500.00	7,553.00	1,888.25	1,888.25	1,888.25	1,888.25
(Crisis Intervention) On-Call Support Staff (Whitney)	2,264.50	1,000.00	3,264.50	3,500.00	6,235.50	1,558.88	1,558.88	1,558.88	1,558.88
(Crisis Intervention) On-Call Support Staff (Alise)	5,170.79	1,000.00	6,170.79	4,000.00	4,829.21	1,207.30	1,207.30	1,207.30	1,207.30
(Comm. Ed.) Community Education Program Manager (Morgan)	40,301.25	7,680.00	47,981.25	49,920.00	54,912.00	13,728.00	13,728.00	13,728.00	13,728.00
(Comm. Ed.) Volunteer Coordinator (Lindsay)	22,240.00	4,800.00	27,040.00	25,000.00	31,200.00	7,800.00	7,800.00	7,800.00	7,800.00
6002 Benefits	46,655.61	8,059.57	54,715.18	35,755.74	42,234.07	12,515.65	10,895.86	10,258.36	8,564.20
6003 Payroll tax expenses	39,205.68	8,059.57	47,265.25	39,838.29	42,234.07	12,515.65	10,895.86	10,258.36	8,564.20
6004 Dispatch phone stipend	17,625.00	2,900.00	20,525.00	19,950.00	19,950.00	4,987.50	4,987.50	4,987.50	4,987.50
6010 Hospital response stipend	3,205.00	0.00	3,205.00	6,360.00	4,000.00	0.00	0.00	2,000.00	2,000.00
6020 Payroll Fees	3,434.00	686.80	4,120.80	4,560.00	4,800.00	1,200.00	1,200.00	1,200.00	1,200.00
6101 Rent	51,721.00	10,334.00	62,055.00	61,824.00	69,501.00	15,501.00	18,000.00	18,000.00	18,000.00
6102 Insurance	13,005.95	0.00	13,005.95	4,880.00	14,500.00	14,500.00	0.00	0.00	0.00
6103 Security	528.00	66.00	594.00	654.00	549.00	99.00	150.00	150.00	150.00
6104 Office Phone	7,656.41	1,531.28	9,187.69	4,450.00	6,000.00	1,500.00	1,500.00	1,500.00	1,500.00
6105 Office Internet	2,026.18	405.24	2,431.42	4,550.00	3,000.00	750.00	750.00	750.00	750.00
6106 Cell phones	8,802.24	1,760.45	10,562.69	7,860.00	10,800.00	2,700.00	2,700.00	2,700.00	2,700.00
6110 License & Fees	350.00	0.00	350.00	0.00	350.00	0.00	0.00	350.00	0.00
6111 Membership	1,182.99	0.00	1,182.99	1,860.00	1,200.00	300.00	300.00	300.00	300.00
6120 Printing/Publications	2,138.56	1,000.00	3,138.56	13,200.00	4,500.00	1,125.00	1,125.00	1,125.00	1,125.00
6121 Copier	4,862.02	972.40	5,834.42	6,600.00	6,000.00	1,500.00	1,500.00	1,500.00	1,500.00
6122 Supplies	3,542.97	300.00	3,842.97	5,000.00	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
6123 Postage	590.20	200.00	790.20	500.00	750.00	187.50	187.50	187.50	187.50
6130 Marketing	0.00	0.00	0.00	6,500.00	0.00	0.00	0.00	0.00	0.00
6131 Fundraising Expense	91.77	0.00	91.77	0.00	0.00	0.00	0.00	0.00	0.00
6140 Meeting Expense	192.58	0.00	192.58	1,600.00	600.00	0.00	200.00	200.00	200.00
6141 Training	4,349.93	0.00	4,349.93	4,500.00	4,000.00	1,000.00	1,000.00	1,000.00	1,000.00
6142 Recognition	396.50	400.00	796.50	800.00	2,000.00	1,000.00	0.00	0.00	1,000.00
6143 Recruitment	504.80	150.00	654.80	950.00	1,050.00	150.00	300.00	300.00	300.00
6150 Mileage & Parking	2,835.62	0.00	2,835.62	4,500.00	3,200.00	200.00	1,000.00	1,000.00	1,000.00
6151 Non-local travel	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00
6160 Interest charged	1,856.44	0.00	1,856.44	0.00	2,000.00	500.00	500.00	500.00	500.00
6161 Bank Fees	1,207.59	0.00	1,207.59	1,260.00	1,400.00	350.00	350.00	350.00	350.00
6175 Furniture Purchase	109.99	0.00	109.99	0.00	0.00	0.00	0.00	0.00	0.00
6176 Equipment purchase	0.00	0.00	0.00	40,000.00	0.00	0.00	0.00	0.00	0.00

6180 Technology Purchase	9,593.08	5,000.00	14,593.08	13,000.00	3,000.00	3,000.00	0.00	0.00	0.00
6201 Professional Services - Accounting	12,729.75	0.00	12,729.75	42,800.00	12,000.00	9,000.00	0.00	3,000.00	0.00
6202 Professional Services - Bookkeeping	3,695.83	800.00	4,495.83	0.00	8,000.00	2,000.00	2,000.00	2,000.00	2,000.00
6203 Professional Services - Technology Services	20,943.25	0.00	20,943.25	37,177.52	40,000.00	10,000.00	10,000.00	10,000.00	10,000.00
6204 Professional Services - Crisis Line	20,394.00	0.00	20,394.00	20,400.00	20,500.00	5,125.00	5,125.00	5,125.00	5,125.00
6205 Professional Services - Legal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6206 Professional Services - Consulting Services	200.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00
6301 Client Support - Rent/Housing Assistance	26,214.08	10,000.00	36,214.08	20,555.00	40,020.90	17,011.33	9,011.33	9,011.33	4,986.90
6302 Client Support - Emergency Transportation	707.50	0.00	707.50	1,080.00	1,400.00	350.00	350.00	350.00	350.00
6303 Client Support - Food	1,389.30	0.00	1,389.30	1,170.00	3,250.00	1,750.00	500.00	500.00	500.00
6304 Client Support - Clothing	81.54	0.00	81.54	0.00	600.00	150.00	150.00	150.00	150.00
6305 Client Support - Housewares	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6306 Client Support - Personal Care Products	13.46	0.00	13.46	549.00	1,850.00	1,400.00	150.00	150.00	150.00
6307 Client Support - Other	317.14	0.00	317.14	565.00	600.00	150.00	150.00	150.00	150.00
Expense Subtotal	699,065.03	142,176.08	841,241.11	887,433.55	857,606.42	264,080.40	208,543.15	205,534.82	179,448.06
Net Income/(Loss)	90,259.02	160,246.09	250,505.11	57,421.07	46,693.65	12,652.62	7,062.54	22,570.87	4,407.62

SARC Board Roster

	First Name	Last Name	Board Position	Profession	Company Name
1.	Kelly	Lusk	Chair, sits on Fund Development Committee	Attorney	Dunn Carney LLP
2.	Hiram	Moy	Treasurer, sits on Finance & Audit, Governance, and Fund Development Committees	Entrepreneur	Self-Employed
3.	Allison	Clark	Secretary, sits on Fund Development Committee	Senior HR Partner	Adpearance
4.	Sherrill	Corbett	Member, sits on Governance Committee	Attorney	Tonkon Torp LLP
5.	Katie	Brokaw	Member, sits on Fund Development Committee	Benefit Coordinator	Moda Health
6.	Janis	Lai	Member, sits on Fund Development Committee	Process Engineer	Intel Corp
7.	Michele	White	Member, sits on Governance and Fund Development Committees	Chief Operations Officer	Empower BodyCare
<p><i>Please note: SARC's bylaws permit us to have individuals sit on Board Committees who are not also members of the Board; this allows us to have the benefit of those individuals' expertise and time without obligating them to the additional time commitments required to serve on the Board. We currently have one such person sitting on a Board Committee but not on the Board; she is listed below. Because she is not a Board member, her information is not included in the demographic questions later in this form.</i></p>					
8.	Megan	Whalen	Sits on the Finance & Audit Committee	CPA; Audit Senior Manager	Perkins & Co.
9.					



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248221235
Mar. 24, 2009 LTR 4168C E0
93-0800739 000000 00 000
00010709
BODC: TE

SEXUAL ASSAULT RESOURCE CENTER
4900 SW GRIFFITH DR STE 100
BEAVERTON OR 97005-4649

Employer Identification Number: 93-0800739
Person to Contact: April Howard
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Mar. 13, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in May 1991, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

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 sections 2055, 2106, and 2522 of the Code.

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

Sincerely yours,

A handwritten signature in cursive script that reads "Michele M. Sullivan".

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

08505

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #78

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Fri, 08/21/2020 - 7:13pm
71.59.219.174

Agency Contact Information

Agency Name

The Foundation for Tigard Tualatin Schools

Address

6960 SW Sandburg Street

City

Tigard

State

OR

Zip Code

97223

Contact Name

Margie Greene, Executive Director

Contact Telephone Number

503-705-7780

Contact Email Address

ed.the.ftts@gmail.com

Agency Request Information

Request

\$10,000 in funding.

What is the Request for?

To purchase food supplies for Packed with Pride, the food box program that creates 850 boxes each week in support of the families experiencing food insecurity in the Tigard-Tualatin School District.

Describe the Agency's Mission

Packed with Pride's mission is to provide food support for families in our Tualatin/Tigard school communities. Packed with Pride is a volunteer program that was quickly formed and executed in mid-March when the Tigard-Tualatin School District announced closure due to COVID-19.

Food insecurity is a pressing concern currently in our community, due to COVID-19 and the

subsequent closure of the Tigard-Tualatin School district for the remainder of the year. Hundreds of the 8,500 families within our district had been receiving weekly food from backpack programs, which are no longer able to operate within our schools. Additionally, these programs support elementary schools and did not cover families in the middle and high schools. When school "resumed" with distance learning following spring break, new families were identified through school counselors and community liaisons as needing food support. Many families were newly experiencing food insecurity due to job loss or health concerns. The schools report 655 families requesting food assistance as of 4/13/20, and the number increases each week. At the same time, Willamette Week reports that "nonprofits that provide food for people in poverty are seeing a dramatic surge in demand," that need is expected to continue to rise. As most certainly as federal unemployment assistance comes to an end.

Twenty-eight percent of students in the district were also eligible for free or reduced breakfast and lunch, and not all are able to participate in the school district sponsored grab and go meal program due to a lack of transportation, employment conflicts or the need to stay quarantined at home. 350-400 grab-n-go meals are being picked up weekly, down from the 5,100 meals served when school was in session.

Packed with Pride addresses these food needs directly by providing weekly food boxes. Boxes may be picked at Tigard High School or, where situations warrant, delivered to families by volunteer drivers. One mother reached out in desperation to the school on a Friday morning. She had no source of food, her workplace had closed and she could not leave her home due to the fragile medical situation of one of her children. A volunteer was able to deliver her family a box the next day, and have continued to do so each week. The relief and gratitude she felt was palpable.

Since March, Packed with Pride has created 850 food boxes a week that are distributed through non-contact pick up, and non-contact home delivery.

What Group of Citizens in Tualatin Does Your Organization Target?

The diverse families of the Tualatin/Tigard school district.

What Types of Services will be Provided in the Funding Request Year?

Food boxes designed to serve 5 people that are created and distributed each week. Foods included are shelf stable items such as pasta, pasta sauce, vegetables, fruit, Mac n cheese, bread, soup, dried or canned beans, tortillas, rice, peanut butter. Perishables provided have included eggs, butter, fresh fruits and vegetables, milk, yogurt, Reser's ready-made potato products...all dependent on donations of generous food providers. When budget permits, protein such as ground beef, ground turkey or chicken is provided.

Food is the utmost priority for Packed with Pride. We keep in mind the well-being of the whole person and provide other donated items that can provide education, fun, sanitation support and recognition of the challenging job parents are faced with, such as:

- * age-appropriate books, workbooks or magazines for the students
- * toys
- * Mother and Father Day gift with a greeting card acknowledging their struggles
- * cultural relevant foods such as maseca flour, hominy or short grain white rice

How Many Tualatin Residents will be Served?

Approximately 280 families have enrolled in Packed with Pride as of June, 2020. Boxes are designed to feed a household of 5; approximately 1400 Tualatin individuals will be served each week.

What Percentage of Your Program is Dedicated to Service in Tualatin?

38% of total families enrolled in Packed with Pride as of June, 2020 reside in Tualatin.
70% of total families enrolled in delivery program of Packed with Pride as of August, 2020 reside in Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

Not applicable.

Agency Organizational / Financial Information

Please Submit Your Budget Information

[packed_with_pride_budget.pdf](#) [2]

Please Submit Your Board Information

[ftts_2019-20_board.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[2015-10-08_irs_exempt_letter_1.pdf](#) [4]

Other Attachments

[city_of_tualatin_outside_agency_grant_2020-1.pdf](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50931>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/packed_with_pride_budget.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/ftts_2019-20_board.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/2015-10-08_irs_exempt_letter_1.pdf

[5] https://www.tualatinoregon.gov/system/files/webform/city_of_tualatin_outside_agency_grant_2020-1.pdf



Budget:

- \$10,633.50 average weekly cost of 850 food boxes filled with core items
- \$12.51 cost per box, for household of 5
- 4,250 individuals provided for weekly
- Projected budget for 11/1/20 – 2/13/21: \$159,502.50



THE FOUNDATION
FOR TIGARD TUALATIN SCHOOLS

2019-2020 Board of Directors & Staff

Executive Director:	Margie Greene
Office Manager:	Nicole Brown
Bookkeeper:	Julie Flint
President:	Pamela Leavitt
Vice President:	Tristan Irvin
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SEED Coord:	Jessica Cousineau
5K Run Chair:	Sara Tye
Tee Up Fore Schools Chair:	Matt Hughart
Art in the Burbs Chair:	Mariah Dunaway
	Keala Hill
	Michelle Meierotto
	Natalie Newgard
Ex-Officio:	Traci Rose, TTSD Communications

CINCINNATI OH 45999-0038

In reply refer to: 0248206070
Oct. 08, 2015 LTR 4168C 0
94-3148515 000000 00
00017515
BODC: TE

FOUNDATION FOR TIGARD TUALATIN
SCHOOLS
6960 SW SANDBURG ST
TIGARD OR 97223



016255

Employer Identification Number: 94-3148515
Person to Contact: Mrs. Turner
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 29, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in December 1991.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

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 sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248206070
Oct. 08, 2015 LTR 4168C 0
94-3148515 000000 00
00017516

FOUNDATION FOR TIGARD TUALATIN
SCHOOLS
6960 SW SANDBURG ST
TIGARD OR 97223

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

Sincerely yours,



Doris Kenwright, Operation Mgr.
Accounts Management Operations 1



TIGARD • TUALATIN • KING CITY
DURHAM • METZGER

PACKED WITH PRIDE

BACKGROUND

Packed with Pride (PWP) is an effort that was quickly created to respond to food insecurity of our school families due to the COVID-19 crisis. PWP is a collaboration between The Foundation for Tigard Tualatin Schools, Tigard-Tualatin School District, Tigard Tualatin Teachers Association and Tigard Tualatin Student Council. PWP's goal is to provide food for TTSD families in need for the length of the school closure and summer break.

PWP was created the day after TTSD announced school closure on March 12, 2020.

TTSD Students with Food Insecurities

- 28% of students receive federally funded free and reduced breakfast and lunch meals
- 5,100 free and reduced meals are served during a school day
- Hundreds of elementary students are on the weekend backpack program that provides two days worth of groceries
- No weekend food program is available for families with only middle and/or high school students
- School closure meant the breakfast and lunch programs at each school, and the backpack programs would not be available to our students and their families.
- 655 families requested food support as of 4/13/20
- 703 families are requesting food support as of 6/4/20
- Some are needing food support for the first time in their lives
- Willamette Week reported “nonprofits that provide food for people in poverty are seeing a dramatic surge in demand”

TTSD Grab n Go breakfast/lunch program

- TTSD serves approximately 800 meals at two elementary schools and five apartment buildings during the summer:
 - Tualatin Elementary, Metzger Elementary
 - Chelan Apartments
 - Tualatin View Apartments
 - Terrace View Apartments
 - Rolling Hills Apartments
- A dramatic reduction from the 5,100 meals served in schools

PWP IN ACTION

The mission of Packed with Pride is to reduce family stress by providing good quality, high need food items every week, for the entire family. Contents provide for a family of five, for one week.

As budget and opportunity permits, value-add items are included in a week's box, such as fresh protein of ground beef or chicken, or cooking ingredients such as oil, sugar, salt or eggs.

Culturally relevant ingredients (maseca flour, short grain white rice and hominy) are also provided as the budget permits.

By the Numbers

- 850 food boxes are created each week, providing for 4,250 individuals
- Contactless distribution through drive-through pick up or home delivery
- Age appropriate books distributed periodically with boxes
- More than 500 sign ups to volunteer or donate to PWP
- 2300+ volunteer hours already logged
- 685 TTSD families signed up for PWP as of 6/15; 34% with Tualatin addresses
- 366 TTSD families signed up for delivery as of 8/1; 70% with Tualatin addresses



BOX CONTENTS

PROTEINS

Canned Chicken/Tuna
Peanut Butter
Beef Ravioli
Pinto/Black Beans
Eggs

GRAINS

Bread
Rice
Pasta
Cereal
Tortillas

FRUITS/VEGETABLES

Apples/Oranges/Bananas
Canned Fruit
Potatoes/Onions
Canned Vegetables

OTHER

Soup
Snacks

Value-Add Items

Imagine a family of five with three students living on a diet without fresh protein. Or to be a family temporarily out of work that cannot cook using their traditional ingredients. As COVID-19 has loomed over our community, PWP has become aware of the need for any sense of normalcy in a family's life, all while managing anxiety and maintaining dignity during this trying and financially difficult time. Food has been a source of comfort before, during and will be after COVID-19. PWP's desire is to not only provide food, but also comfort, and in a dignified manner.

Ingredients such as maseca, short grain white rice and hominy are provided as the budget permits.

Keeping in mind the social and emotional toll COVID-19 is taking on the parent that is worrying about finances, home-schooling their child, work obligations, health conditions and the reduced social interaction of their children, PWP creates gifts from donated items to tell our parents they are appreciated.

Corporate donations mixed with a graphic designer's donation helped PWP provide gift packs for both Mother's Day and Father's Day. Mother's Day was a four-pack sparkling grape juice, cookies and a carnation with a specially designed card. Father's Day pack was an oversized bottle of root beer, donut holes, granola mix and another specially designed card. Both were met with deep appreciation and gratitude. It was a tiny offering of comfort and dignity for the hard working parent. And hopefully for a brief moment their spirits were lifted.

The city of Tualatin can be a key partner in helping our families by providing funds to help extend the existence of this essential service to our Tualatin school families. And help keep some of their worries at bay, while treating them with dignity and giving them a bit of comfort.

Packed with Pride is applying for a grant of \$10,000 to ensure the program can continue into the school year.

Thank you for this opportunity to submit on behalf of our Tualatin families.

Contact: Margie Greene
Executive Director
The Foundation for Tigard Tualatin Schools
6960 SW Sandburg Street
Tigard, OR 97223
503-705-7780
Ed.the.ftts@gmail.com



Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #79

Submission information

Form: [Outside Agency Funding Request Form](#) [1]

Submitted by Visitor (not verified)

Mon, 08/24/2020 - 9:30am

67.189.113.124

Agency Contact Information

Agency Name

Tigard-Tualatin Family Resource Center

Address

9000 SW Durham Road #716

City

Tigard

State

Oregon

Zip Code

97224

Contact Name

Catherine West

Contact Telephone Number

5036031588

Contact Email Address

cwest@ttsd.k12.or.us

Agency Request Information

Request

\$4,000

What is the Request for?

\$4,000 to provide supports to Tualatin families in need

Describe the Agency's Mission

The Tigard-Tualatin Family Resource Center is a school-based center that provides social services to the local 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 mission of the Tigard-Tualatin School District (TTSD) is to educate every child. The Tigard-Tualatin Family Resource Center supports this mission by working to eliminate non-education

related barriers to student success.

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 onsite social services. It supports families that struggle every day to provide for basic needs such as food, clothing, housing, dental, medical, and mental health needs.

What Group of Citizens in Tualatin Does Your Organization Target?

The Tigard-Tualatin Family Resource Center focuses on serving 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 and homeless families as well as others with community resource needs.

What Types of Services will be Provided in the Funding Request Year?

During this Covid-19 crisis, Center services are needed more now than ever. Although staff are not yet approved to return to the office in person, employees are working remotely with access to computer, phone and online meetings in order to continue to provide services to those in need. When the center shut down for in-person services in March with the school district, staff jumped into action partnering with Packed with Pride in order to ensure that students and families did not go hungry during the crisis. Center staff also partnered with the school district, local churches, and the county to coordinate services for families in need as well as published a weekly bulletin with updated information about resources specific to and available during the pandemic. The center will continue to provide services remotely until staff are approved to return to work in person.

Although remotely, families will continue to be connected with needed community resources including counseling and employment services, domestic violence and government assistance programs, emergency food, legal help, medical and dental care, shelters and housing, youth programs, and other services. Center staff members will continue to work closely with school counselors, the school homeless liaison and other staff to identify families and students in need and work directly with many other agencies to provide connection to shelter, clothing, food, furniture, basic needs items, health insurance, scholarships for extracurricular activities, Spanish/English interpretation and more. Plans to update the Center's Bilingual (Spanish/English) Tigard-Tualatin Community Resource Guide were put on hold to focus on pandemic related services and information sharing but will be updated again this school year to facilitate direct resource connection by families and service providers. In addition, the Center will coordinate a Tigard-Tualatin Service Providers Networking Meeting online where service providers come together to share information and openings; helping to maximize the use of local resources and to eliminate duplication.

The Washington County Department of Health and Human Services will continue to fund a Family Resource Coordinator as part of the Center. The Family Resource Coordinator works with families with children 0-6 years old to encourage early learning, school readiness, and resource connection. As part of this project, Center staff will continue to participate in a Tigard-Tualatin Early Childhood Team focused on creating communities of support in the district's highest-need school catchment areas including Bridgeport, Metzger and Templeton Elementary Schools, as well as increased collaboration between providers to improve outcomes for at-risk young children.

How Many Tualatin Residents will be Served?

An estimated 860 Tualatin families will be served.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Approximately 43% of the Tigard-Tualatin Family Resource Center's operation is dedicated to service in Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Tigard \$6,000

Washington County \$75,740

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[ttfrc_budget_2019-2020.pdf](#) [2]

Please Submit Your Board Information

[ttsd_board_members.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[ttsd_tax_exempt_letter.pdf](#) [4]

Other Attachments

[ttfrc_proposed_budget_2020-2021.pdf](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50981>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/ttfrc_budget_2019-2020.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/ttsd_board_members.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/ttsd_tax_exempt_letter.pdf

[5] https://www.tualatinoregon.gov/system/files/webform/ttfrc_proposed_budget_2020-2021.pdf

Tigard-Tualatin Family Resource Center Budget 2019-2020

Major Revenue Sources	Beginning Balance	Major Expenditure Categories		Ending Balance
Tigard-Tualatin School District (TTSD) & Donations	\$161,704	Center Director 0.75 FTE & Resource Coordinator 0.75FTE	\$82,814	\$0
		Benefits/ Fringe Roll-up	\$78,890	
Washington County Department of Health & Human Services	\$73,378	Family Resource Coordinator 0.75 FTE Position, Fringe Roll-up & Associated Costs		\$0
Lam Research & Employees	\$21,513	Scholarship for Extracurricular Activities, Eviction Prevention, Furniture Access Fees, Holiday Help, Staffing, Hygiene & Basic Needs Items, Diapers, Formula, Food Vouchers, Bus Tickets, Office Supplies, Printing		\$76
Community Donations	\$6,701			
City of Tigard	\$6,700			
City of Tualatin & Employees	\$4,937			
TTSD In-Kind Estimated	\$49,788	Space, Custodial, Administrative, Technical Support		\$0
Community In-Kind Estimated	\$39,753	Clothing, Toys, Baby Items, Books & Miscellaneous Donations		\$0
Total Financial Revenue	\$274,933			\$76
Total In-kind Revenue	\$89,541			\$0
Total Financial & In-kind	\$364,474			\$76

Tigard-Tualatin Family Resource Center Proposed Budget 2020-2021

Major Revenue Sources	Beginning Balance	Major Expenditure Categories	Ending Balance
Tigard-Tualatin School District (TTSD)	\$166,910	Center Director 0.75 FTE & Resource Coordinator 0.75FTE	\$84,470
		Benefits/ Fringe Roll-up	\$82,440
Washington County Department of Health & Human Services	\$75,740	Family Resource Coordinator 0.75 FTE Position, Fringe Roll-up & Associated Costs	\$0
Grants & Donations	\$37,000	Scholarship for Extracurricular Activities, Eviction Prevention, Furniture Access Fees, Holiday Help, Hygiene & Basic Needs Items, Diapers, Formula, Food, Bus Tickets, Office Supplies, Printing	\$0
TTSD In-Kind Estimated	\$49,788	Space, Custodial, Administrative, Technical Support	\$0
Community In-Kind Estimated	\$20,000	Clothing, Toys, Baby Items, Books & Miscellaneous Donations	\$0
Total Financial Revenue	\$279,650		\$0
Total In-kind Revenue	\$69,788		\$0
Total Financial & In-kind	\$349,438		\$0

**Tigard-Tualatin School District
Board Members 2019-20**

Name	Occupation	Phone	Address/ Emails
Maureen Wolf	Chair	503-579-0001	6960 SW Sandburg St. Tigard, Oregon 97223 Maureen.wolf@ttsd.k12.or.us
Sharon Fox	Vice Chair	503-624-1166	6960 SW Sandburg St. Tigard, Oregon 97223 Sharon.fox@ttsd.k12.or.us
Ben Bowman	Board Member	503-819-0121	6960 SW Sandburg St. Tigard, Oregon 97223 Ben.Bowman@ttsd.k12.or.us
Karen Emerson	Board Member	503-703-7852	6960 SW Sandburg St. Tigard, Oregon 97223 Karen.Emerson@ttsd.k12.or.us
Jill Zurschmeide	Member Chair	503-616-0742	6960 SW Sandburg St. Tigard, Oregon 97223 Jill.Zurschmeide@ttsd.k12.or.us



Tigard - Tualatin School District 23J
Larry Hibbard Administration Center
6960 SW Sandburg Street
Tigard, Oregon 97223
503-431-4000 • fax 503-431-4047
www.ttsd.k12.or.us

March 30, 2012

RE: Tax exemption status for Tigard-Tualatin School District 23J and each of its schools

Tigard-Tualatin School District 23J and its schools is a political subdivision of the State of Oregon. As such, it is a “governmental unit” as defined in Sections 170(b)(1)(A)(v) and 170(c)(1) of the Internal Revenue Code of 1986, as amended (“IRC”), and is not a private foundation by virtue of IRC Section 509(a)(1).

Governmental units are not required to have a tax exemption determination letter under IRC Section 501(c)(3), but are automatically tax exempt under IRC Section 115. Therefore, this letter is furnished to you in lieu of a federal tax exemption determination letter.

The Taxpayer Identification Number for Tigard-Tualatin School District 23J is 93-0572833.

Sincerely,

Elizabeth Michels

Controller

Tigard-Tualatin School District 23J



Tigard - Tualatin School District 23J
Larry Hibbard Administration Center
6960 SW Sandburg Street
Tigard, Oregon 97223
503-431-4000 • fax 503-431-4047
www.ttsd.k12.or.us

March 30, 2012

RE: Tax exemption status for Tigard-Tualatin School District 23J and each of its schools

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Governmental units are not required to have a tax exemption determination letter under IRC Section 501(c)(3), but are automatically tax exempt under IRC Section 115. Therefore, this letter is furnished to you in lieu of a federal tax exemption determination letter.

The Taxpayer Identification Number for Tigard-Tualatin School District 23J is 93-0572833.

Sincerely,

Elizabeth Michels

Controller

Tigard-Tualatin School District 23J

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #72

Submission information

Form: [Outside Agency Funding Request Form](#) [1]

Submitted by Visitor (not verified)

Thu, 08/20/2020 - 2:20pm

204.195.113.184

Agency Contact Information

Agency Name

Tualatin High School MEChA

Address

22300 SW Boones Ferry Rd.

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Pedro Marquez

Contact Telephone Number

(503)856-5309

Contact Email Address

pmarquez@ttsd.k12.or.us

Agency Request Information

Request

We are requesting the amount of \$5000 for our Immigrant Support Fund.

What is the Request for?

The request is for supporting immigrant families with the following:

- DACA renewal fees
- Citizenship classes / application fees
- Counseling co-pays / deductibles for mental health needs related to immigration issues

If finances strained due to working family member being detained:

- Rent or other housing assistance

Describe the Agency's Mission

MEChA is an acronym that stands for Movimiento Estudiantil Chicano de Aztlán. We are a student organization that promotes higher education, community engagement, political participation, culture, and history. MEChA chapters are often the only groups on campus that seek to open the doors of higher education for our communities and strive for a society free of imperialism, racism, sexism, and homophobia. MEChA is open to anyone, and does not exclude membership based on socio-economic status, gender, race, or orientation.

What Group of Citizens in Tualatin Does Your Organization Target?

Families of Immigrant students in the Tualatin community

What Types of Services will be Provided in the Funding Request Year?

Students / families may apply for funds to pay for the following:

- DACA renewal fees
 - Citizenship classes / application fees
 - Counseling co-pays / deductibles for mental health needs related to immigration issues
- If finances strained due to working family member being detained:
- Rent or other housing assistance
 - Utility bills
 - Car repairs

How Many Tualatin Residents will be Served?

Our Immigrant funds aspires to serve 10-12 families in Tualatin with the funds allotted by this grant.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Our Immigrant Support Fund is 100% dedicated to serve families in Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here**Agency Organizational / Financial Information****Please Submit Your Budget Information**

[immigrant_support_fund_application.docx](#) [2]

Please Submit Your Board Information

[mecha_board_of_directors.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[club_list.docx](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50821>

Links

- [1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>
- [2] https://www.tualatinoregon.gov/system/files/webform/immigrant_support_fund_application.docx
- [3] https://www.tualatinoregon.gov/system/files/webform/mecha_board_of_directors.docx
- [4] https://www.tualatinoregon.gov/system/files/webform/club_list.docx

IMMIGRANT SUPPORT FUND INSTRUCTIONS

Sponsored by MEChA at Tualatin High School

Movimiento Estudiantil Chicanx de Aztlán

School contacts / community liaisons: Please complete the application section with the individual or family in as much detail as possible. You will want to make a copy of this document for each application you complete. Upon completion, please copy PART B and paste into an email or copy into a separate Google doc and send to / share with Pedro Marquez at TuHS: pmarquez@ttsd.k12.or.us . For any questions, please email or call 503.431.5717. We will acknowledge receipt of the application via email, then we as adult advisors will meet with MEChA students to review the application. We will try our very best to make a decision and notify you within 48 hours. If funds are granted, our bookkeeper will help you to coordinate the payment of funds. Funds cannot be paid directly to students or their families.

Please communicate to individuals and families that their names and contact information will be kept completely confidential from the MEChA committee making decisions.

Students / families may apply for funds to pay for the following:

- DACA renewal fees
 - Citizenship classes / application fees
 - Counseling co-pays / deductibles for mental health needs related to immigration issues
- If finances strained due to working family member being detained:
- Rent or other housing assistance
- *Please ensure the family has a plan in place for the following month for assistance in this area to be effective*
- Utility bills
 - Car repairs
 - Food (very limited possibility to assist, please use other community resources first)

Please keep in mind the following:

- We are a small club with limited funds and all monies have been raised through students' efforts, so we ask that you keep your requests to a maximum of \$500. However, if you have encountered a situation of extreme need, you may apply for up to \$1000 and we will consider the request.
- The process takes time, usually at least a week depending on timing (district checks are processed on Fridays).
- You should have exhausted other community resources before applying to the fund.

PLEASE REFER TO THE TIGARD-TUALATIN BILINGUAL COMMUNITY RESOURCE GUIDE

If funds are granted, you will need to assist the individual/family with filling out and submitting a W-9 form and supplemental materials (copy of utility bill, invoice from lawyer, copy of cover page of DACA application, etc.). Please assist in determining exactly to whom the check will be made out to (name, address, phone number, etc.).

If the money in our fund is exhausted we will let you all know via email and we will put the fund on hold until more fundraising is completed.

IMMIGRANT SUPPORT FUND APPLICATION

You may complete this form in English or Spanish.

PART A

Name of individual / family applying:

Address:

Phone Number:

Email:

Copy information below into the body of an email or into a separate Google Doc and send to / share with pmarquez@ttsd.k12.or.us

PART B

Individual/family (mark at that apply)

Lives in Tualatin

Has student/s in Tualatin schools

Works in Tualatin

Best contact person (preferably contact person submitting application) to facilitate communication with family:

Amount requested (maximum \$500):

Please describe the situation/need (only the basics will be shared with students):

What specifically would the funds would be used for:

If partial funding were granted, would it still be helpful?

Movimiento Estudiantil Chicano de Aztlan (MEChA)
Tualatin High School
Board of Directors

Pedro Marquez
(503)431-5717
Spanish Teacher
MEChA Advisor

Julio Bautista
On Track Coordinator
MEChA Advisor

Jose Martin Alvarez
(503)431-5598
Multi-Cultural Coordinator
MEChA Advisor

- Club List
- Equestrian Team
- Future Business Leaders of America - FBLA
- GSA
- Health Occupations Students of America
- Lacrosse
- Model United Nations
- Racquetball
- Snowboarding
- THE PAW

Clubs at TuHS

- One key to success for all high school student is to get involved. Tualatin High School offers a wide variety of clubs and activities for students. For more information about joining an activities or starting a new club, see Mr. Unis or Mr. Wadsworth in the Activities office, room 106 or go to the [ASB website to sign up for a club online](#)
 - **FBLA- Future Business Leaders of America** - McCaffrey
 - Amnesty International-Porter
 - Asian Pacific Islander- Toms
 - Black Student Union- Horne
 - Colorguard-Stegmeier
 - Cycling-Myers
 - FCA- Hastin
 - Future Teachers-Ruiz
 - GSA-Hampel
 - HOSA-Gorka
 - IB- Malone
 - Key Club-Childers, Rott
 - Kindness-Hunter
 - OHSET-Miller
 - NHS-Malone
 - NAHS-Miller
 - Model Un-Duke
 - MEChA- Marquez, Bautista, Alvarez
 - Math-Wiechmann
 - Ping Pong-Lieuallen
 - Racquetball-Youngberg
 - Snowboarding-TBD
 - Speech and Debate-Crotty
 - StandUp-Pouливаati
 - Student Ambassadors-McCauley
 - Thespians-Hunter
 - Young Life- Ruiz



LATINO EDUCATIONAL AND RECREATIONAL NETWORK

Latino Educational and Recreational Network Board of Directors

Pedro Márquez- President of the Board- profeshouse@gmail.com

Rosina Croswell- Co-Vice President of the Board -rosinacroswell22@gmail.com

Javier Arechiga- Co-Vice President of the Board-littlewoodside503@hotmail.com

Jenne Márquez- Treasurer of the Board-marquez.jenne@gmail.com

Rolando Ramirez- Board Member- latinoprimeroy@yahoo.com

Rosa Anna Ramirez- Board Member- rosaramirez503@yahoo.com

Articles of Incorporation



Secretary of State
Corporation Division
255 Capitol Street NE, Suite 151
Salem, OR 97310-1327
Phone: (503) 986-2200
Fax: (503) 378-4381
www.filinginoregon.com

Registry Number: 756369-94
Type: DOMESTIC NONPROFIT CORPORATION

FILED
Mar 14, 2011
OREGON
SECRETARY OF STATE

1) ENTITY NAME

LATINO EDUCATION AND RECREATIONAL NETWORK

2) DESCRIPTION OF BUSINESS

711219 - Other Spectator Sports

3) MAILING ADDRESS

PO BOX 8066
SALEM, OR 97303
USA

4) NAME & ADDRESS OF REGISTERED AGENT

JULIO TOMAS FLORES
652 LAKEFAIR PL N
KEIZER, OR 97303
USA

5) INCORPORATORS

ROLANDO RAMIREZ
PO BOX 8066
SALEM OR 97303
USA

Authorized Signer: ROLANDO RAMIREZ

6) TYPE OF NONPROFIT CORPORATION

Public Benefit without members

7) DISTRIBUTION OF ASSETS

Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by any organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for the public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for the purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

By my signature, I declare as an authorized authority, that this filing has been examined by me and is, to the best of my knowledge and belief, true, correct, and complete. Making false statements in this document is against the law and may be penalized by fines, imprisonment, or both.

By typing my name in the electronic signature field, I am agreeing to conduct business electronically with the State of Oregon. I understand that transactions and/or signatures in records may not be denied legal effect solely because they are conducted, executed, or prepared in electronic form and that if a law requires a record or signature to be in writing, an electronic record or signature satisfies that requirement.

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #74

Submission information

Form: [Outside Agency Funding Request Form](#) (1)

Submitted by Visitor (not verified)

Thu, 08/20/2020 - 3:55pm

50.126.105.246

Agency Contact Information

Agency Name

Tualatin School House Pantry

Address

3550 SW Borland Rd

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Tracy Smith

Contact Telephone Number

5037830721

Contact Email Address

tracy@schoolhousepantry.org

Agency Request Information

Request

\$3000 to provide emergency food to families in need

What is the Request for?

This will help cover some overhead costs of electric bills and maintenance of our fridge/freezers. It will also help purchase items not easily donated such milk, meat & eggs.

Describe the Agency's Mission

To prevent hunger

What Group of Citizens in Tualatin Does Your Organization Target?

We target any individuals/families in need, with any reason for need of any and all people groups without bias.

What Types of Services will be Provided in the Funding Request Year?

We provide a 10 day emergency supply of food once per month to families in need from Tualatin, Wilsonville, West Linn & Lake Oswego. Emergency food kits range from 50-250 pounds based on family size. Families can then come up to 12 times per year.

How Many Tualatin Residents will be Served?

We served 1.672 different families at least once in the last year. We gave out 6854 emergency food kits in 2019.

What Percentage of Your Program is Dedicated to Service in Tualatin?

60% of our clients are from Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

Washinton County gives us a grant each year as well

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[2019_tshp_operating_budget_tshp.pdf](#) [2]

Please Submit Your Board Information

[tshp_board_2020.xlsx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[tshp_irs.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/50871>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/2019_tshp_operating_budget_tshp.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/tshp_board_2020.xlsx

[4] https://www.tualatinoregon.gov/system/files/webform/tshp_irs.pdf

TSHP Operating Budget 2019

	2019 Budget
INCOME	
CONTRIBUTIONS	
Contributions	\$120,000
GRANTS	
Grants	\$30,000
OTHER INCOME	
From reserves	\$7,000
TOTAL INCOME	
	\$157,000
EXPENSE	
Food and Services for Clients	
Food and Services for Clients	\$75,000
Operating Expenses	
Operating Expenses	\$12,000
Equipment	
Produce refrigeration equipment	\$10,000
Occupancy Expenses	
Occupancy Expenses	\$10,000
Personnel / Volunteer Expense	
Personnel / Volunteer Expense	\$45,000
Administrative Expenses	
Administrative Expenses	\$5,000
Other Expenses	
Other Expenses	\$1,000
TOTAL EXPENSE	
	\$157,000
NET INCOME (LOSS)	\$0

Board list

Mike Shiffer

President miked@schoolhousepantry.org

Linda Moholt

linda@schoolhousepantry.org

Arlene Hornschuch

arlene@schoolhousepantry.org

Faith Carter

faith@schoolhousepantry.org

Diane McCreery

diane@schoolhousepantry.org

Diane Bonica

diane@schoolhousepantry.org

Jim Ruiz

jim@schoolhousepantry.org

Katie McKenzie

katie@schoolhousepantry.org

Mary Goldsher

mary@schoolhousepantry.org

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

DEPARTMENT OF THE TREASURY

Date: SEP 16 2008

TUALATIN SCHOOL HOUSE PANTRY
PO BOX 248
TUALATIN, OR 97062

Employer Identification Number:
20-2253741
DLN:
17053210335008
Contact Person:
RENEE RAILEY NORTON ID# 31172
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
October 31, 2007
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #81

Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Tue, 08/25/2020 - 6:45pm
24.20.13.66

Agency Contact Information

Agency Name

With Love

Address

14555 SW 74th Ave.

City

Tigard

State

Oregon

Zip Code

97224

Contact Name

Krista Basis

Contact Telephone Number

781-475-7379

Contact Email Address

kristabasis@withloveoregon.org

Agency Request Information

Request

With Love, like other non-profits providing services and support to Tualatin, was impacted negatively by COVID-19. We rely heavily on good quality items to re-gift to foster families. However, we halted donations for 5 months, and have been depleting our warehouse. However, the need and requests from foster families continue to rise. We have the biggest request number in our history this past July - which is usually very quiet for us. We have been able to continue to support our foster families by purchasing new items - but we need help continuing to provide necessary items like diapers, clothing, and supplies through grants. DHS is telling foster support agencies that there will be a surge when mandatory reporters are back at work - and With Love wants to be ready to support the most vulnerable little ones by making sure we can say yes to foster families in Tualatin that are doing the hard work of loving on these little ones.

What is the Request for?

We are requesting \$5000 to aid us in purchasing safety and necessities such as car seats, cribs, pack and plays, diapers, special formula, socks and underwear for the most vulnerable in our community.

Describe the Agency's Mission

Our mission is to help foster families change the lives of children ages 0-6 by providing resources that nurture dignity, hope and community. With Love is a non-profit organization honored to support foster families by providing safe, clean and quality clothing and supplies for children ages 0-6. Many times, foster parents find out they are receiving a child mere hours before bringing them home. For that reason, they are often unprepared and overwhelmed. We strive to provide families with everything they may need, from clothes to car seats and toys to diapers, so they can focus on loving their little one. Our organization runs on the generosity of volunteers and donors.

What Group of Citizens in Tualatin Does Your Organization Target?

Foster parents and families in Tualatin.

What Types of Services will be Provided in the Funding Request Year?

With Love will provide much needed tangible goods such as car seats, cribs, diapers, underwear, socks, formula, clothing, books, toys, blankets, and other items to settle foster children into their new homes.

How Many Tualatin Residents will be Served?

This year we are on track to serve more than 2200+ families (it keeps growing every month) Tualatin residents make up 5% of all the foster families we served this year so far in the state of Oregon. That is 110 estimated families that we support throughout the year. Most requests are \$1300-\$1500. That means that we will provide \$143,000 in tangible goods to Tualatin residents who are fostering this little ones that may be detoxing, coming from domestic abuse or neglect.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Tualatin residents make up 5% of all the foster families we served this year so far in the state of Oregon.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

N/A

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[with_love_budget_2020.pdf](#) [2]

Please Submit Your Board Information

[board_list_2020.docx.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[irs_letter_of_determination.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/51051>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] https://www.tualatinoregon.gov/system/files/webform/with_love_budget_2020.pdf

[3] https://www.tualatinoregon.gov/system/files/webform/board_list_2020.docx.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/irs_letter_of_determination.pdf

Fund: All

Account	Last Year Actuals (2019)	2020 Budget
Income		
<u>Donations</u>		
4000 - Individual Contributions GF	397,829.01	340,000.00
4002 - Misc- wrong card used	51.43	
4010 - Corporate Contributions GF	96,460.03	85,000.00
4020 - Grant Contributions GF	143,500.00	144,000.00
<u>Sales Revenue</u>		
4200 - Shirts		
4201 - Mugs		
4202 - Water Cups		
<u>Interest</u>		
4001 - Interest	95.44	90.00
Total Income	637,935.91	569,090.00

Account	Last Year Actuals (2019)	2020 Budget
Expense		
<u>Administrative Expenses</u>		
5000 - Compensation- Wage & Benefits	106,569.79	206,000.00
1 - Taxes	11,381.47	12,000.00
10 - Compensation - Wage and Benefits- Program Expense		

Account	Last Year Actuals (2019)	2020 Budget
15 - Compensation- Wage & Benefits- Admin Expense		
20 - Compensation- Wage & Benefits- Fundraising Expense		
5001 - Rent	9,200.00	76,000.00
100 - Rent- Admin Expense	921.60	
105 - Rent- Program Expense	43,812.70	
5005 - Misc	-0.44	
5010 - Payroll Expenses	3,508.50	3,500.00
5500 - Utilities	11,116.47	13,000.00
5510 - Utilities - Facilities		
5530 - Utilities - Taxes		8,000.00
5600 - Insurance	1,268.19	8,000.00
5601 - Insurance- Admin Expense	4,089.98	
<u>Other Expenses</u>		
5100 - Donation Fees	7,125.64	10,000.00
5200 - Volunteer Appreciation	7,551.87	10,000.00
5300 - Office Supplies	1,854.98	2,000.00
5400 - Marketing/Advertising	4,485.39	11,000.00
5410 - Marketing - Program Expense	1,481.96	
5700 - Warehouse Supplies	5,448.88	7,000.00
5701 - Warehouse Supplies - Facility Upgrades	9,773.78	7,000.00
5710 - Warehouse Inventory	58,031.76	80,000.00

Account	Last Year Actuals (2019)	2020 Budget
5711 - Dignity Essentials		
5713 - Let's Hear it for the Boys		
5714 - Consumables		
5715 - Holiday Stockings		
5716 - Car Seats		
5717 - Kicks for Kids		
5718 - Gift Cards Foster Family		3,500.00
5719 - Diversity, Equity & Inclusion		1,000.00
5720 - New Placement Bags		
5730 - Van Expenses	275.04	2,000.00
5740 - Van Initial Cost		
5750 - Technology Updates	1,900.00	25,000.00
5800 - Volunteer Management	882.61	2,000.00
5900 - Fundraising	25,509.75	26,000.00
5910 - Benefit Dinner		
5911 - Donor Recognition	713.61	1,000.00
6200 - Accounting Expenses	1,808.00	2,180.00
6400 - Meals	738.26	1,500.00
6500 - Postage	739.29	700.00
6600 - Conferences and Education	561.19	1,000.00
6650 - Dues, Subscriptions and Fees	1,029.00	1,400.00
6700 - Events	32.00	10,000.00
6701 - Events - Program	617.72	

Account	Last Year Actuals (2019)	2020 Budget
6702 - Events: Admin		
8000 - Vehicle Depreciation	3,675.00	3,675.00
9000 - Discretionary Spending		3,000.00
<u>Cost of Goods</u>		
7000 - Shirts		
7005 - Mugs		
7010 - Water Cups		
Total Expense	326,103.99	537,455.00
Net Income	311,831.92	31,635.00

with love

Executive Board 2020

Allie Roth, President and Founder

B.S. Communication and Teaching Certificate, Seattle Pacific University, 2003

Masters in Curriculum and Instruction, Portland State University, 2008

Reading Endorsement, University of Portland, 2008

Allie Roth has been working in education since 2003. Since 2010 she transitioned to being a classroom teacher and has been working at Marylhurst University as a supervisor to student teachers as well as a mentor to first year teachers. Seeing the needs for kids in foster care as an educator mixed with seeing the needs of her own children *With Love*, was started in her garage in 2013. As the Founder and President, Allie is extremely involved in every aspect of *With Love*, and seeing a local difference made in the lives of foster kids in Portland.

Now Allie works for With Love as the Founder and President part time. With her leadership With Love has gotten the Fox Be The Change Award in 2017. In 2018 we were recognized for the top 100 nonprofits to work in Oregon. For her hardwork in 2018 she was inducted into the Hall of Fame at Aloha High School. In 2019 Allie was awarded the Medallion award at Seattle Pacific University for her work with kids in foster care. March 2019 she was recognized as a Heart of The Heart for Adventist Hospitals and was a featured guest at their Gala.

allieroth@withloveoregon.org

Adriane Driscoll, Board Secretary

B.S. in Education, Western Oregon University, 2001

M.Ed, University of Portland, 2005

Adriane is a founding member of With Love and has served as volunteer coordinator, grant writer and on various fundraising teams. She now functions as Board Secretary, handling general communication, policies and procedures for the board and also volunteers on the Development Team. Adriane joined the staff in 2018 as bookkeeper and office administrator. She also serves on the board of the Nancy Ryles Community Organization and is on the steering committee for the Beaverton Eco School Network. Adriane has been teaching in the Beaverton School District since 2002. Her experience in early childhood and elementary education has given her insight into the developmental needs of young children and the relationship between home life and academic success.

adriane@withloveoregon.org

Chylon Pappas, Board Treasurer

BA Business Administration, Oregon State University, 2000

Chylon Pappas is the Vice President of Marketing for First Tech Federal Credit Union. Chylon's professional background spans over 20 years with experience ranging from Communications, Marketing, Business Development and community board service including the March of Dimes Greater Oregon Chapter and the American Marketing Association Oregon Chapter. She discovered With Love while in her role as Director of Corporate Communications and Community Engagement at First Tech. But once she witnessed the power of With Love through a friend she stepped up to support the organization in any way that she can.

chylon.pappas@gmail.com

Christen Kolberg, Board Member, Development Team

BS Human Development & Family Sciences, minor Gerontology, Oregon State University, 1998,

Human Resources Certification, Portland State University, 2002

Christen's background is in the field of Human Resources where she worked for 9 years before taking time to raise her boys. During that time she focused on family and also built a successful business as a consultant. Her heart for giving back to the community has always been strong and she has served on several committees for various non-profit organizations, chairing fundraising events for her kids' school and bringing people together in a philanthropic way.

christen.kolberg@gmail.com

Emily Rose, Events Coordinator

BA Speech Communication - Oregon State University, 2010

Emily is the Experiential Marketing Manager for First Tech Federal Credit Union and former Executive Director for Foster Parents' Night Out. Most of work Emily's experience is in event management for businesses and nonprofits. She has personally fostered four children in the past four years and has adopted one daughter from foster care (May 2017). Emily is passionate about advocating for children in foster care, caring for the foster families, and spreading awareness to the community.

fundraisingdinner@withloveoregon.org

Ava Palmquist, Board Member, Marketing Strategy

Bachelors of Science, Community Development - Portland State University, 2001

Masters Urban and Regional Planning - Portland State University, 2004

Ava works at a creative agency, managing brand and digital projects and specializing in branding and content strategy to create alignment between companies' values and their target audience. Ava has also spent the last 5 years as an active member of the community, serving as Vice President of the Bonny Slope Community Organization for two years, spearheading successful fundraising efforts and managing public relations and marketing, audience development and connection, and creating and launching a model for school fundraising auction events. Ava's interests include gratitude research, creating successful personal and professional connections amongst peers and acquaintances and writing both for industry and personal narrative.

avapalmquist@withloveoregon.org

Jamie Deurwaarder, Board Member-at-Large

B.S. Business Administration, University of Oregon, 1997

Jamie's 11 years in Corporate Purchasing were spent in the retail, high-tech, and education services sectors. She ended this part of her career as Director of Purchasing where she managed the Purchasing, Systems & Customer Service, and New Site teams supporting approximately 2,000 early education and daycare centers, after school programs, and online education programs. She exited this career to focus on raising her son and becoming more involved in school committees and fundraising activities, such as participating in and co-leading school auctions. Jamie's personal passion to support the foster community brought her to With Love, where she leads groups of volunteers and more recently became a board member.

jderh2o@gmail.com

Missi Thurman, Board Member-at-Large

Bachelors of Elementary Education, Concordia University, 2003

Masters of Arts in Teaching English To Speakers of Other Languages, The School for International Training, 2005

Post Graduate, Initial Administrator Licensure, Concordia University 2012

Missi has been working in public education since 2003. In 2008 she became a trainer with the Oregon Data Project, a statewide initiative designed to improve student achievement through informed use of data. When the grant came to an end, she co-launched an independent consulting group, called Educational Excellence, to continue the work of providing equitable access to all students long term. One of the newest members to the board, Missi has experienced the With Love mission from all sides, starting out with helping with laundry, volunteering and leading groups to receiving deliveries for her own foster children. Her professional and personal experiences supporting Oregon's most vulnerable kids fuel her passion for this work.

missi@edexconsultants.com

Shanna Dooley-Schwartz, Board Member-at-Large, Event

BS Human Development & Family Services, BS Psychology, Oregon State University, 1991
Shanna worked as a Social Worker for 3 years. She exited social work to raise 4 daughters. She then began working at her daughters' schools as a teacher aid and became the copy center coordinator for the school they attended. She was involved with many committees and fundraising events for over 21 years. Shanna has had a passion to help foster children as her parents cared for several foster children while she was growing up. Shanna took in 3 of her daughters friends over the years when home situations could no longer support the child. Shanna was introduced to With Love by Emily Rose. She began working in small groups, then became a head leader, she did pulls and deliveries for With Love. Shanna was in charge of auction procurement for last year's benefit dinner. This past summer Shanna was the Intern Coordinator. She worked with 3 college aged women to help in all aspects of With Love. Shanna recently joined the board and is enjoying sharing her passion for With Love with anyone she meets.

shanna@withloveoregon.org

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

DEPARTMENT OF THE TREASURY

Date: APR 27 2014

WITH LOVE OREGON INC
5765 VICTORIA CT
LAKE OSWEGO, OR 97035

Employer Identification Number:
46-2869595
DLN:
17053233324033
Contact Person:
EDWARD S SCHLAACK ID# 31536
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
May 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 14, 2013
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

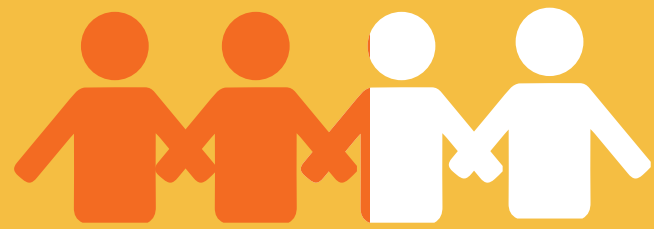


Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947

AN IMPORTANT DISCUSSION
ABOUT HOUSING AND HEALTH



56% of people who rent in Tualatin spend more than 30% of their budget on housing (cost burdened).

Please join us for a discussion about the connection between stable, safe housing and health. Bandana Shrestha, Oregon AARP, and Tualatin Diversity Task Force members will talk about the barriers, consequences, and solutions to meet the needs of cost burdened residents in Tualatin.

State required meeting for severely rent burdened cities, OAR 813-112-0030

OUR HOME, OUR HEALTH

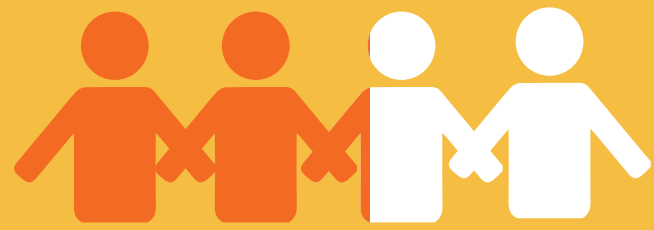
9/30/2020
6:00-7:30PM
ONLINE EVENT

[TINYURL.COM/Y5YQ7EVS](https://tinyurl.com/y5yq7evs)



Questions?
Karen Perl Fox at (503) 691-3027 or
kperlfox@tualatin.gov

UNA DISCUSIÓN IMPORTANTE SOBRE VIVIENDA Y SALUD



56% de las personas que alquilan en Tualatin gastan más de 30% de su presupuesto en vivienda (costo sobrecargado).

Por favor, acompáñenos a una discusión sobre la conexión entre una vivienda estable, segura y la salud. Bandana Shrestha, Oregon AARP, y miembros del grupo de Trabajo Sobre Diversidad de Tualatin hablarán de las barreras, consecuencias y soluciones para satisfacer las necesidades de costos sobrecargados de residentes agobiados en Tualatin.

Reunión requerida por el estado para ciudades con sobrecargos graves de alquiler, AOR 813-112-0030

NUESTRA CASA, NUESTRA SALUD

**9/30/2020
6:00-7:30PM
EVENTO EN LÍNEA**

[TINYURL.COM/Y5YQ7EVS](https://tinyurl.com/y5yq7evs)



Para preguntas en español
Betsy Rodriguez Ruef al
(503) 691-3671 o bruef@tualatin.gov





City of Tualatin

CITY OF TUALATIN
Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Nicole Morris, Deputy City Recorder
DATE: September 14, 2020

SUBJECT:

Consideration of Approval of the City Council Work Session and Regular Meeting Minutes of August 24, 2020

RECOMMENDATION:

Staff respectfully recommends the Council adopt the attached minutes.

ATTACHMENTS:

- City Council Work Session Meeting Minutes of August 24, 2020
- City Council Regular Meeting Minutes of August 24, 2020



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL WORK SESSION MEETING FOR AUGUST 24, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Robert Kellogg, Councilor Paul Morrison, Councilor Maria Reyes

Absent: Councilor Valerie Pratt

5:20 PM WORK SESSION

Mayor Bubneik called the meeting to order at 5:20 p.m.

1. City of Tualatin Comments on ODOT's I-205 Tolling Alternatives Study and the National Environmental Protection Act (NEPA)

Community Development Director Aquilla Hurd-Ravich and Policy Analyst Gareth Prior presented an update on ODOT's I-205 tolling alternatives study. Analyst Prior spoke to the National Environmental Protection Act (NEPA) report and how the process works and the equity framework ODOT is incorporating. He stated ODOT is in the first part of the NEPA environmental review phase which will last to mid-2022. Analyst Prior presented the eight comments Tualatin has for the NEPA process. He stated a letter will be submitted to ODOT to communicate the comments from the Council.

Councilor Brooks asked about the timeline and cost of the study. She expressed concerns with the lack of desire for tolling from the community. Council consensus was reached to include the question regarding the study cost and how it will be fund into the letter.

Councilor Kellogg stated he would like to see the toll booth placed west of Stafford Road. He asked if there has been any studying done on I-5 and I-84 to see what happens when I-205 is tolled and the impacts tolling would have on those routes. Analyst Prior stated modeling has been done and is available for review.

Council President Grimes stated the study was done pre-COVID and asked if any adjustments have been made to the modeling to account for the changes since. She asked if the anti-tolling group is able to get something on the ballot if it would stall this project. Analyst Prior stated he hasn't seen any adjustments made to the modeling at this time.

Mayor Bubenik stated he wants to make sure there are transit options for the tolling area.

2. Washington County Cooperative Library Services Fine-Free Proposal

Library Director Jerianne Thompson presented a Library Services Fine-Free proposal. She stated the Washington County Cooperative Library Services (WCCLS) collaborated and have come up with this proposal to support local and county wide equity goals. She stated removing these fines will remove barriers for the underserved communities, increase the return of overdo materials, increase staff efficiency, and free up staff time for interaction with users. She stated this action supports the Council's 2030 vision for diversity, equity, and inclusion. Director Thompson stated last fiscal year Tualatin collected \$17,577 in fines and assessed \$26,009,

which is less than 1% of revenues for the library. She noted \$119,796 would be waived from 9,233 patron accounts, which would allow 845 patrons to use the library again. Director Thompson stated the Tualatin Library Advisory Committee voted in support of the proposal. The next step is the WCCLS board voting on the proposal at their September meeting and then forwarding the decision to the Washington County Board of Commissioners for approval in the fall.

Councilor Kellogg asked what the tipping point is for when materials have to be paid for. Director Thompson stated after 21 days they would be billed unless the book is returned and then the fee would be refunded.

Councilor Kellogg asked if there is a fine amount currently when your card is blocked. Director Thompson stated it is blocked at \$50 or more.

Councilor Kellogg asked if fines are currently being charged. Director Thompson stated fines were turned off in March to not cause a hardship during COVID.

Councilor Reyes asked if this is just for books or other items as well. Director Thompson stated it would be for all items except for the Collection of Things.

Councilor Morrison asked if each city has to approve this. Director Thompson stated the County Board of Commissioners has the ultimate vote and will be considering city feedback.

Councilor Brooks and Mayor Bubenik spoke in support.

3. 2020 Tualatin Community Survey

Assistant to the City Manager Megan George presented the 2020 Tualatin Community Survey results. She stated key takeaways include: the quality of life in Tualatin is high, resident's value city services, trust in government is high, Tualatin Moving Forward and CERT are having an impact, viewed as a safe and welcoming community, and Tualatin is a clean and attractive place that values the environment.

Councilor Brooks asked how households were selected. Manager George stated the address information came from the post office and census data was used to inform demographic information.

Councilor Kellogg asked why the quality of new development was down in citizen improvement. Manager George stated it could be related to recent developments and the traffic impacts they have had.

Mayor Bubenik stated he is glad to see these results align with the Council priorities.

4. Council Meeting Agenda Review, Communications & Roundtable.

Councilor Kellogg reminded the community about the need for donations at the Food Pantry.

Councilor Brooks stated she attended the following meetings and events: the Preparing for Eviction Crisis seminar, the Policy Advisory Board meeting, and the National League of Cities Virtual Summer Summit. She reminded people to complete their census and register to vote.

Councilor Morrison stated the Clackamas County Business Alliance will be hosting a debate on the Get Moving 2020 measure on September 3.

Council President Grimes encouraged citizens to register to vote and complete their census.

Mayor Bubenik stated he attended the following meetings and events: the I-205 Tolling Participation meeting, the Washington County Mayors luncheon, the Washington County Coordinating Committee, attended a Police Department shift change to talk about the policy reviews that will be happening, the League of Oregon Cities board meeting, and the Tualatin Chamber Craw Daddy Open.

Mayor Bubenik adjourned the meeting at 6:52 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR AUGUST 24, 2020

Present: Mayor Frank Bubenik, Council President Nancy Grimes, Councilor Bridget Brooks, Councilor Robert Kellogg, Councilor Paul Morrison, Councilor Maria Reyes

Absent: Councilor Valerie Pratt

Call to Order

Mayor Bubenik called the meeting to order at 7:01 p.m.

Announcements

1. Hearing Postponed:

Consideration of Ordinance No. 1442-20, requesting the annexation of approximately 25.18 acres of property located south of SW Norwood Road, Tax Map 2S135D Lot 100; annexing the territory into the boundary of Clean Water Services, and withdrawing the territory from the Washington County Enhanced Sheriff Patrol District (File No. ANN 20-0003) has been postponed. A hearing will be rescheduled for a future date.

Public Comment

None.

Consent Agenda

Motion to adopt the consent agenda made by Councilor Kellogg, Seconded by Councilor Brooks. Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes
MOTION PASSED

1. Consideration of **Resolution No. 5517-20** Accepting Coronavirus Emergency Supplemental Funding (CESF) grant funds to support the City of Tualatin Police Department
2. Consideration of Resolution No. **5518-20** Authorizing the City Manager to execute an Agreed Upon One Year Extension of the Collective Bargaining Agreement (CBA) with American Federation of State, City and Municipal Employees (AFSCME), Local 422
3. Consideration of Approval of a Change in Liquor License Application for MOD Pizza
4. Consideration of Approval of a New Liquor License Application for El Ranchito Alegre, Inc

Public Hearings

1. Consideration of **Ordinance No. 1443-20** Approving the Renaming of a Portion of SW 120th Avenue to SW 119th Avenue

City Engineer Kim McMillian presented the renaming of a portion of SW 120th Avenue to SW 119th Avenue. Engineer McMillian stated the renaming would better align with the surrounding street grid used for addressing and emergency services.

PUBLIC COMMENT

None.

COUNCIL DISCUSSION

Councilor Morrison asked how the naming was done in the first place. Engineer McMillian stated it was an old Washington County carryover from when the roads were going to go further south.

Motion for first reading by title only made by Councilor Brooks, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes

MOTION PASSED

Motion for second reading by title only made by Councilor Brooks, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes

MOTION PASSED

Motion to adopt Ordinance No. 1443-20 approving the renaming of a portion of SW 120th Avenue to SW 119th Avenue made by Councilor Brooks, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes

MOTION PASSED

General Business

1. Consideration of **Resolution No. 5516-20** Prohibiting Parking on Portions of SW 119th Avenue and SW IteI Street

City Engineer Kim McMillan presented information on prohibiting parking along portions of SW 199th Avenue and SW IteI Street. She stated there is adequate width on 119th Avenue to allow parking on the east side, where there are new sidewalks, and provide access for the public and emergency vehicles. Engineer McMillian stated after completion of the street, there were parked cars on both sides, which did not allow adequate access for emergency vehicles. She stated a half-street improvement of IteI Street, from 119th Avenue to 120th Avenue is currently underway.

Councilor Morrison asked if there is a way to flag this project so in the future staff and Council knows why this occurred. City Engineer stated it is in the land use decision for the area.

Council President Grimes asked if there would be sufficient workforce parking in the area when the no parking signs are installed. Engineer McMillian stated there are employee shuttles that transport employees to and from the site.

Motion to approve Resolution No. 5516-20 prohibiting parking on portions of SW 119th Avenue and SW IteI Street made by Councilor Brooks, Seconded by Council President Grimes.

Voting Yea: Mayor Bubenik, Council President Grimes, Councilor Brooks, Councilor Kellogg, Councilor Morrison, Councilor Reyes

MOTION PASSED

2. Consideration of Economic Recovery Programming for Business Assistance, Childcare Scholarships, and Future Disbursements

Economic Development Manager Jonathan Taylor presented items for consideration as part of the Economic Recovery Program. He stated the city is receiving \$1.2 million dollars in economic stabilization funds from Business Oregon and the Washington County CARES act. Manager Taylor briefly reviewed the program to date. He presented the program areas as discussed at the July 27th Council meeting including: the economic stabilization fund, childcare scholarships, and future disbursements. Manager Taylor spoke to the Economic Stabilization Fund that provides reimbursable grants to qualifying businesses. He noted the criteria changes have included the elimination of the requirement to have a store front and decreased the number of employees from 55 to 50. It is anticipated the launch of this program will be September 1st. Manager Taylor stated Childcare Scholarships of up to \$1,000 per child per month for a maximum of three months will be made available to eligible candidates. He stated future disbursements of \$510,000 will be set aside to ensure the City of Tualatin has the necessary resources for potential reductions in economic activity or to provide holiday stimulus funding. It was noted the funds must be dispersed by November 15 based on the CARES Act guidelines. Manager Taylor stated next steps include submitting the plan to Washington County for approval and then will be back to Council with budget resolutions for expenditures.

Councilor Brooks asked if there is additional funds for eviction prevention and utility expenses. Mayor Bubenik stated the city presented the plan to Washington County and they rejected the Utility and Mortgage Relief since they already have a program in place for those funds. He stated he expressed concerns with city residents not receiving those funds. Mayor Bubenik stated the County wants Community Action to take the lead on these items. Councilor Brooks stated she wants to make sure the programs for this are promoted well to Tualatin residents so they can make those connections.

Councilor Reyes asked to have the Childcare Scholarships description be made clear that it will benefit the parents directly. Manager Taylor stated all marketing will be done directly to parents. He stated only the payment will go to the businesses. Mayor Bubenik added the County will be issuing grants to home based childcare facilities.

Council President Grimes asked about the eligibility requirements for the Childcare Scholarships and how to support parents who are working from home now who didn't previously need childcare. Manager Taylor stated staff is open to hearing eligibility requirements from the Council.

Councilor Brooks asked if childcare operators can also receive the business grants. Manager Taylor stated they are able to receive those grants as well.

Councilor Morrison asked what is happening for Clackamas County residents and businesses in the community. Director Hudson stated he is still working on utility relief for those residents and how to include them in the current programs with Community Action. Director Hurd-Ravich stated all businesses in Tualatin are able to access the business grants the city will be issuing.

Councilor Brooks stated when assessing need for the Childcare Grants low income indicators, such as SNAP benefits, should be included.

Council President Grimes asked to have the eligibility requirement for Childcare Grants be raised from no more than \$60,000 to \$75,000. Councilor Reyes concurred that she doesn't want to limit the relief for those who may make more and have a need. Director Hurd-Ravich stated staff will work on refining the eligibility requirements and bring them back to Council.

Councilor Kellogg would like to see more funding put into the Childcare Program. He suggested moving \$100,000 from the future disbursements fund to raise this program amount to \$200,000. Councilor Brooks concurred as long as people in need are prioritized. Councilor Morrison agreed with Councilor Kellogg and suggested it should be \$250,000.

Council consensus was reached to raise the Childcare Program to \$250,000.

Council President Grimes asked if the unemployed language should be removed for the childcare grant requirements. Councilor Brooks stated the language should be a reduction in income or an addition in expense so people in need are prioritized.

Councilor Kellogg stated he would like to see the program available by September 1st.

Council Communications

Councilor Brooks thanked everyone on the Arts Advisory Committee as they continue to meet during this time.

Adjournment

Mayor Bubenik adjourned the meeting at 8:22 p.m.

Sherilyn Lombos, City Manager

_____ / Nicole Morris, Recording Secretary

_____ / Frank Bubenik, Mayor



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Aquilla Hurd-Ravich, Community Development Director
Steve Koper, AICP, Planning Manager

DATE: September 14, 2020

SUBJECT:

Resolution 5520-20 – Authorizing the City Manager to enter into an Intergovernmental Agreement (IGA) with the Oregon Department of Land Conservation and Development (DLCD) to provide the City with consultant assistance for a Housing Production Strategy and housing code updates.

RECOMMENDATION:

Approval of Resolution 5520-20

EXECUTIVE SUMMARY:

Following the adoption of House Bills 2001 and 2003 in 2019, the DLCD received legislative appropriations to assist cities in updating their comprehensive plans and land use regulations to promote housing availability and affordability. The City applied for and was approved by DLCD to receive direct funding for two consultants to assist the City in creating a Housing Production Strategy and code updates to promote housing availability and affordability. DLCD requests that the City to enter into an IGA (Exhibit A), which generally outlines the anticipated work products resulting from the consultant assistance as well as the City staff's expected participation in the creation of said work products.

OUTCOMES OF DECISION:

Approval of Resolution 5520-20 will enable the City Manager to enter into the above referenced IGA (Exhibit A) and for the project to commence.

ALTERNATIVES TO RECOMMENDATION:

Denial and/or deferred approval of Resolution 5520-20 would delay commencement of the project, which could negatively impact timelines and completion of anticipated work products.

FINANCIAL IMPLICATIONS:

No direct financial expenditures will be incurred. As outlined in the IGA (Exhibit A), the City's Community Development staff is expected to participate in creation of a Housing Production Strategy and code updates to promote housing availability and affordability.

ATTACHMENTS:

-Exhibit A – Resolution 5520-20 – DLCD IGA

RESOLUTION NO. 5520-20

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH THE OREGON DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT FOR ASSISTANCE WITH A HOUSING PRODUCTION STRATEGY AND HOUSING CODE UPDATES

WHEREAS, ORS 190.110 et seq., authorizes the City to enter into Intergovernmental Agreements with other government entities;

WHEREAS, the State of Oregon, acting through its Department of Land Conservation and Development (DLCD), received legislative appropriations to assist cities in updating their comprehensive plans and land use regulations to promote housing availability and affordability;

WHEREAS, DLCD is providing direct funding for two consultants to assist the City in creating a Housing Production Strategy and code updates to promote housing availability and affordability;

WHEREAS, the City wishes to enter into the intergovernmental agreement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

Section 1. The City Manager is authorized to execute an Intergovernmental Agreement (IGA) with DLCD, which is attached as Exhibit A, for assistance with a Housing Production Strategy and housing code updates.

Section 2. This resolution is effective upon adoption.

ADOPTED by the City Council this 14th day of September, 2020.

CITY OF TUALATIN, OREGON

BY _____
Mayor

APPROVED AS TO FORM

ATTEST:

BY _____
City Attorney

BY _____
City Recorder

EXHIBIT A

Resolution No. 5520-20

DLCD IGA #19128 – City of Tualatin – HPS & Housing Code Updates

INTERGOVERNMENTAL AGREEMENT

City of Tualatin HPS & Housing Code Updates

This Agreement is between the State of Oregon acting by and through its **Department of Land Conservation and Development (“DLCD”)** and **City of Tualatin (“City”)**, each a “Party” and, together, the “Parties.”

I. AUTHORITY

This Agreement is authorized by ORS 190.110.

II. EFFECTIVE DATE

This Agreement is effective on the date of the last signature {"Effective Date"}, and terminates on **June 15, 2021**, unless terminated earlier.

III. BACKGROUND

During the 2019 legislative session, the legislature appropriated funds to the Department of Land Conservation and Development (Agency) for the purpose of allowing the Agency to assist participating cities and counties (collectively, local governments) implement House Bills 2001 and 2003. This assistance will be provided, in part, through the Housing Needs Technical Assistance and Housing Code Technical Assistance Projects (Projects), which are important elements of House Bill 2001 and House Bill 2003 (2019) (HB 2001, HB 2003).

DLCD will provide technical assistance (via a Consultant) to a city or county for the purpose of increasing the supply and affordability of housing within designated urban growth boundaries. Technical assistance will be provided to update comprehensive plan and land use regulations, or to adopt other housing strategies, that help ensure that cities can satisfy their future housing needs. DLCD will also hire Consultants to provide a code audit or code update to help ensure the existing zoning code not only allows, but removes barriers to the development of needed housing.

DLCD has received a special appropriation of funds for the 2019-2021 biennium to assist cities in updating their comprehensive plans and land use regulations to promote housing availability and affordability. The Housing Needs Technical Assistance Project (Project) is financed with State of Oregon General Funds. State funds are paid under this Agreement by DLCD to **Moore Iacofano Goltsman (MIG)** (Consultant), to provide Code Update services, and **ECONorthwest** (Consultant), who will prepare a Housing Production Strategy (HPS) for the City. See below for detailed statements of work for each. No funds will be given directly to the city for tasks outlined in this IGA or any expenses incurred by the city as a result of this Project.

IV. PROJECT OBJECTIVE AND MAJOR DELIVERABLES

Code Update

The primary objective of this Project is to assist a Participating City with a code update of the zoning and development code(s). The code update must ensure that the jurisdiction meets minimum standards to meet the allowance of Middle Housing in HB 2001.

- Non-Metro Cities with more than 10,000 residents update their comprehensive plans and development codes to allow duplexes on each lot or parcel zoned for residential use that allow for the development of detached single-family dwellings by June 30, 2021.
- Cities with more than 25,000 residents and cities and counties over 1,000 residents in the Portland Metropolitan area must update their comprehensive plans and development codes to allow all middle housing types in areas zoned for residential use that allow for the development of detached single-family dwellings and duplexes on each lot or parcel zoned for residential use that allow for the development of detached single-family dwellings by June 30, 2022

HPS

The primary objective of a Prototype **Housing Production Strategy (HPS)** is to assist the City in producing documents that identify actions for the community to take to address housing needs.

Pursuant to HB 2003, cities over 10,000 will be required to submit HNAs on a fixed 6-8 year schedule. The HNA will require the local government to identify a housing need that will be expressed as a number of housing units by type and affordability.

Furthermore, cities with population over 10,000 will also be required to submit a Housing Production Strategy Report within one year of HNA adoption. In the HPS Report, the city will be required to identify strategies to support the development of the housing needs identified in the HNA over the 20-year planning period. The sum of all strategies proposed in the HPS Report must address the total 20-year housing need identified in the HNA.

This Housing Production Strategy Report will be comprised of five main components:

1. **Contextualized Housing Needs** describes a city's housing needs as identified by the most recently adopted Housing Needs Analysis. Per HB 2003, this section must include other considerations that describe current and future housing needs in the context of population and market trends. Additionally, because HNAs calculate housing need by income group, the analysis often poorly estimates the housing needs of those experiencing homelessness and those living with disabilities. DLCD proposes that cities conduct an analysis of the specific housing needs of the homeless population, those living with disabilities, and other State and Federal protected classes.
2. **Engagement** identifies the process by which the city has engaged, or plans to engage, a diverse set of stakeholders in the development of the Housing Needs Analysis and Housing Production Strategy. This section is separated into two parts 1) engagement of housing consumers and 2) engagement of housing producers. This section requires that a city engage underrepresented communities in the Housing Production Strategy process and must describe how the insights gleaned from this engagement have impacted the housing production strategies the city plans to implement.
3. **Strategies to Accommodate Future Housing Need** outlines the specific tools/actions/policies that the city will implement to facilitate the production of housing. For each strategy, in addition to stating the timeline for adoption and implementation, the city must address how the strategy overcomes patterns of segregation and fosters inclusive communities free from barriers that restrict access to opportunity based on protected characteristics.

4. **Achieving Fair and Equitable Housing Outcomes** describe the actions taken by a city that further housing opportunity in the city. In this section cities must outline specific or planned practices that link housing to transportation, affirmatively further fair housing, provide access to housing choice, address housing for people experiencing homelessness, create opportunities for affordable rental housing and homeownership, and address gentrification, displacement, and housing stability.
5. **Conclusion** narrates the expected outcome of the proposed housing production strategies. This must include an analysis of the opportunities, challenges, and negative externalities that may result from the collective implementation of the strategies proposed. Specifically, this section must include a description of how the city expects to increase housing options for populations that have a disproportionately high need by answering a series of reflection questions at the end.

V. ROLES AND RESPONSIBILITIES

City: Overall management of the Project will be the responsibility of the City. The City will appoint a Project Manager to be the principal contact person representing the City on all matters dealing with the Project.

Specific project management duties of the City will include:

- a. Coordinating project schedule and deliverables with Consultant;
- b. Coordinating City staff;
- c. Ensuring the timely completion of tasks and delivery of supporting data/information to Consultant;
- d. Reviewing and editing Consultant work;
- e. Appointing a project advisory committee with representation from the community;
- f. Noticing, scheduling, and managing advisory committee meetings and public official work sessions and public hearings, if any. Activities include preparing and distributing meeting notices, agendas, and summaries; and assisting the Consultant with meeting facilitation.

DLCD: DLCD will provide financial, administrative, and technical assistance to the Project. DLCD will participate in advisory committees. Additional technical assistance may be provided as requested by the City or Consultant. DLCD will review Consultant's work, invoices, and progress reports. Additionally, DLCD will review the Consultant's performance and deliverables with the City prior to paying invoices received by the Consultant. DLCD will assist in the mediation of Consultant/City conflicts, or issues with the project or deliverables.

VI. COMPENSATION AND COSTS

Each Party shall assume its own costs of carrying out the tasks and responsibilities assigned to it under this Agreement. Under no circumstances is the Local Government responsible for payment of costs incurred under the contract between DLCD and the chosen Consultant.

VII. KEY CONTACTS

City

Steve Koper, AICP, Planning Manager

skoper@tualatin.gov

City of Tualatin
18880 SW Martinazzi Ave
Tualatin, Oregon 97062

(503) 691-3028

Department of Land Conservation and Development

Project Manager

Anne Debbaut
635 Capitol St. NE Suite 150
Salem, OR 97301

anne.debbaut@state.or.us
(503) 725-2182

Housing Team Technical Representative (Code)

Ethan Stuckmayer
635 Capitol St. NE Suite 150
Salem, OR 97301

ethan.stuckmayer@state.or.us
(503) 302-0937

Housing Team Technical Representative (HPS)

Samuel Garcia
635 Capitol St. NE Suite 150
Salem, OR 97301

samuel.garcia@state.or.us
(503) 934-0617

Consultant (Code)

Scot Siegel, Senior Project Manager
Moore Iacofano Goltsman (MIG)
815 SW 2nd Avenue, Suite 200
Portland, OR 97204

ssiegel@migcom.com
503-297-1005 ext 211

Consultant (HNA)

Beth Goodman, Project Director
ECONorthwest
222 SW Columbia Street, Suite 1600
Portland, OR 97201

goodman@econw.com
(541) 505-7203

A Party may designate a new authorized representative by written notice to the other Party.

VIII. TERMINATION

- a) This Agreement may be terminated at any time by mutual written agreement of the Parties.
- b) This Agreement may be terminated by DLCD upon 30 days advance written notice and by Local Government upon 45 days advance written notice.

IX. NON-APPROPRIATION

DLCD's obligation to perform its duties under this Agreement is conditioned upon DLCD receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow DLCD, in the exercise of its reasonable administrative discretion, to meet its obligations under this Agreement. Nothing in this Agreement may be construed as permitting any violation of Article XI, Section 7 of the Oregon Constitution or any law limiting the activities, liabilities or monetary obligations of DLCD.

X. SCOPE OF WORK

CODE UPDATE

City of Tualatin Middle Housing Code Update

Task 1. Project Kickoff

Establish a Project Management Team (PMT) to include key City staff, DLCD representative(s), and Consultant project manager. Conduct PMT Meeting #1 to review the scope of work, refine the project schedule, and confirm public outreach methods for the project.

Prior to PMT Meeting #1, the DLCD hired Consultant shall review the City's recently completed Housing Needs Analysis and initial Housing Strategy, Comprehensive Plan, and Tualatin 2040 code (ongoing), and develop an agenda and questions for PMT discussion. All project meetings are to be conducted by video conference unless otherwise agreed by all parties.

City will coordinate and set up interviews with members of the Planning Commission or other stakeholder representatives with Consultant to discern key issues and opportunities relating to middle housing. Allow a total of up to six individual/group interviews.

City Obligations:

- Coordinate scheduling of PMT meeting
- Identify and coordinate scheduling of interview participants

City Deliverables:

- Provide links or electronic copies of all necessary background documents
- Provide editable (Word) version of existing code

Schedule: August-September 2020

Task 2. Code Audit

This task will be to prepare Code Audit addressing the following two-track approach for middle housing code amendments:

Track 1 will identify regulatory barriers and code changes necessary to implement House Bill 2001 in Tualatin where the Bill's requirements for large-size cities apply. This includes allowing duplexes in all zones where single-family dwellings are permitted and applying development standards to duplexes that are consistent with standards for single-family dwellings. DLCD hired Consultant will consider the City's lack of an express clear and objective track for permitting multifamily as part of this task.

Track 2 will identify code changes to support development of more intensive middle housing, including triplexes, fourplexes, cottage cluster development, and townhomes. This track will also outline additional development standards and review procedures for middle housing to support these more intensive middle housing types.

The audit will address applicable policies contained in the City's Comprehensive Plan and Housing Needs Analysis.

Conduct PMT Meeting #2 to review the Draft Code Audit.

Consultant will prepare Revised Draft Code Audit.

Revised Draft Code Audit will be presented to the Planning Commission (Meeting #1).

Provide comments to Consultant for preparation of Final Code Audit.

City Obligations:

- Coordinate scheduling of PMT meeting

City Deliverables:

- Review draft materials and provide consolidated comments
- Coordinate scheduling and agenda of Planning Commission meeting
- Post any public materials to City website

Schedule: September-October, 2020

Task 3. Develop Middle Housing Code Concepts

This task will be to prepare Draft Illustrative Code Concepts for the two middle housing code amendment tracks: 1) Duplexes, and 2) Other Middle Housing. The code concepts will illustrate basic form and character for up to four (4) housing types total, with two (2) configurations of each type, and for placement on up to two (2) different lot types each (resulting in up to 16 discrete studies). The illustratives will be developed based on HB 2001 requirements and will be reviewed by the PMT and Planning Commission in Tasks 3.2 and 3.4. The illustratives are intended for adoption into the City's code.

Conduct PMT Meeting #3 to review the Draft Code Concepts.

Consultant will prepare Revised Draft Code Concepts.

Revised Draft Code Concepts will be presented to the Planning Commission (Meeting #2).

City will coordinate and advertise a community event to present required middle housing elements based on statutes and administrative rules, code audit findings, and recommendations from the code concepts. City will handle meeting arrangements, facilitation of the event, and a brief event summary. The event will be held via video conference call and DLCD hired Consultant will record meeting notes and comments through a digital whiteboard, as well as collect any comments submitted through the chat feature.

City to provide event summary comments to Consultant for preparation of Final Code Concepts.

Consultant will prepare Final Code Concepts presentation materials.

City Obligations:

- Coordinate scheduling of PMT meeting

City Deliverables:

- Consolidated comments of draft code concepts
- Agenda and scheduling of Planning Commission meeting
- Published schedule of community event
- Link to City website showing public materials

Schedule: November-December, 2020

Task 4. Draft Code Amendments

This task will be to prepare a preliminary draft and final draft of adoption-ready middle housing code amendments based on the findings of the Code Audit (Tracks 1 and 2) and the Code Concepts deliverables. Code amendments to contain text and integrated/cross-referenced graphics.

The code amendments will provide clear and objective standards for each of the middle housing types and an optional discretionary permit procedure for middle housing types that do not meet the clear and objective standards.

This effort may include amendments to the City's Comprehensive Plan to provide enabling policy for the Track 2 middle housing code amendments. (This task does not include drafting of legislative findings, public notices, or staff reports.)

City will coordinate and advertise for a Community Event #2 that will include members of the Planning Commission at which the Consultant will present the draft code amendments. Feedback from the meeting will be used to revise the code amendments for presentation to the City Council in a public work session (pre-hearing) in Task 5.

City Obligation:

- Coordinate scheduling of PMT meeting

City Deliverables:

- Consolidated comments of draft code concepts
- Published schedule of community event
- Link to City website showing public materials

Schedule: January-February 2021

Task 5. Work Sessions

City and Consultant will present the proposed middle housing code amendments to the City Council in public hearings. Assumes two (2) public hearing presentations. Does not include preparation of staff report, public hearing notice, or findings.

City Deliverables:

- Meeting schedules and agendas
- Consolidated comments of draft code concepts

Schedule: December 2020 and June 2021

HOUSING PRODUCTION STRATEGY (HPS)

The City of Tualatin was selected by the Department of Land Conservation and Development to develop a prototype **Housing Production Strategy (HPS)**. The Strategy will be among the first HPS produced in the State, based on emerging rules for developing an HPS, which will be available by November 2020. The HPS will build from recently completed work on the Tualatin Housing Needs Analysis (HNA) and the Tualatin Housing Strategy. This draft scope of work is based on the proposed report structure for HPS.

Task 1: Project Kickoff

The purpose of the project kick-off is for the City to meet with the DLCD hired Consultant and help them become familiar with local conditions and with City's planning documents. This will also be a time for the parties to confirm the objectives of the project and refine the project schedule, and for the City to prepare for the Project. Upon receiving initial contact from the Consultant, either via conference call or in person, City shall respond to all inquiries from the Consultant about establishing project expectations and share city-specific concerns with the Consultant. Consultant will verify the action items identified through this initial conference with the City and will develop and share a proposed schedule for the actions required for the completion of all tasks. The level of detail required for the proposed project schedule should be determined and with mutual agreement by the City and the Consultant. The Project Kick-off will also confirm the appropriate composition of the Advisory Committee for this project and review plans for community engagement. The City will also reconvene the CAC.

Task 1 City Deliverables:

- Copy of relevant City data or documents

Task 2: Contextualized Housing Needs

Data Collection and Analysis

City will provide DLCD hired Consultant relevant data from the Consolidated Plan, HNA, Regional Housing Needs Analysis, recent housing market analyses, and other available sources needed for the HPS to describe current and future housing needs in the context of population and market trends. The analysis of contextualized housing needs will include:

- *Socio-economic and demographic trends of a jurisdiction's population, disaggregated by race to the extent possible with available data*
- *Market conditions affecting the provision of needed housing*
- *Existing and expected barriers to the development of needed housing*
- *Housing need for those experiencing homelessness, using the best available data*
- *Percentage of rent burdened households*
- *Housing by tenure (owner vs renter)*
- *Percentage of housing stock that is market rate vs. subsidized*
- *Units that are in the development pipeline by housing type*

The analysis of contextualized housing needs will also draw on information gathered through engagement with housing consumers, including underrepresented communities.

Outreach and Engagement

City will lead engagement with housing consumers, including direct outreach to individuals through interviews, focus groups, or other means; contacting community-based organizations and service

providers to connect with those they serve; and/or hosting events (virtual or in-person). Engagement will prioritize underrepresented communities within Tualatin, including renters, low-income households, Hispanic/Latinx residents, other racial and ethnic minorities and immigrant or refugee communities, veterans, people with disabilities, seniors, agricultural workers, and formerly and currently homeless people. The engagement efforts will build from past engagement with the Diversity Task Force and be coordinated with the event(s) required under HB4006 for severely rent burdened communities.

Due to COVID-19, engagement will seek to prioritize outreach to underrepresented groups to the extent reasonably and safely possible at this time within the limited engagement timeframe and resources of this project, and will emphasize outreach through agencies or non-profit groups that represent or work with under-represented communities. While the City will endeavor to make a good faith effort around outreach generally, and particularly to under-served communities, it is understood that the current situation (with the COVID-19 pandemic) presents unique barriers to engagement. In addition, outreach and engagement discussions are likely to occur via videoconference, teleconference, or telephone calls, rather than in-person.

The DLCDC hired Consultant will help plan for engagement, including helping define the questions and topics for outreach and methods to solicit input

Summary Document

Following data analysis and synthesis of outreach, the Consultant will produce a summary of contextualized housing needs. While this will initially be produced as a stand-alone memorandum, it will later become a section of the HPS. Consultant will present the draft to the Advisory Committee and make it available for public comment. (This is assumed to be presented at one of the committee meetings listed in Task 3, and not its own Advisory Committee meeting.)

Because engagement with underrepresented communities takes time and effort, this task will begin immediately following the kick-off and continue through the process of evaluating strategies.

Task 2 City Obligations:

- Conduct one-on-one interviews or small group discussions with housing consumers, described above

Task 2 City Deliverables:

- A Spanish translation of contextualized housing needs as discussed with Latinx community members

Task 3: Strategies to Accommodate Future Housing Need

Summary of Existing Measures and Past Recommendations

City staff will summarize measures already adopted by the City to promote the development of needed housing, including existing housing incentives and funding sources. This summary will identify existing practices that affirmatively further fair housing, link housing to transportation, provide access in Opportunity Areas, address equitable distribution of services, and create opportunities for rental housing and homeownership. City will provide summary to Consultant for review and to provide input.

Gap Review

Based on the evaluation of contextualized housing needs and the summary of the City's existing measures, Consultant will identify gaps where identified housing needs are not being met by the private market and there is inadequate public support to fully meet the identified needs. Consultant will review the list of strategies identified in the HNA process in 2019 against these gaps to evaluate how well the strategies identified to date address the contextualized housing needs and where additional strategies may be needed. This evaluation will be qualitative rather than quantitative. In other words, it is not a numerical comparison of units needed of a specific type to units being produced through existing measures, but rather an assessment of whether the City's existing measures and previously identified strategies address the relevant needs where greater public intervention is needed.

Based on the identified gaps, City will work with Consultant to identify any additional strategies needed to supplement those previously identified. Potential strategies will be sourced from and informed by existing measures, previously identified strategies, and possible additional strategies to more fully address contextualized housing needs in a memorandum to share with the CAC along with the Contextualized Housing Needs memorandum.

Strategy Refinement

City will work with Consultant and the Housing Advisory Commission to narrow the initial list of possible strategies to those that are most promising for near-to mid-term implementation and that would benefit from additional consideration to refine and provide additional guidance about how the strategy might best be implemented in Tualatin. Consultant will provide additional information and qualitative and/or quantitative evaluation of up to five strategies. The purpose of this evaluation is to inform whether and how the City should include them in the HPS (e.g. implementation considerations, pros and cons, or discussion of options in how to implement or apply the strategy).

Outreach and Engagement

During the course of Task 3, City and Consultant will conduct outreach to housing producers and service providers to seek input on the potential housing strategies, focusing on those that have been identified as most promising. City will identify housing producers and provide contact information or make initial contact, as determined by City and Consultant. On behalf of the City, Consultant will participate in up to eight interviews or focus groups (to be conducted via teleconference or videoconference) with housing producers (e.g. for-profit housing developers, non-profit housing developers, homeless service providers).

City staff will brief the Planning Commission and City Council as needed and appropriate during the course of Task 3.

Final Strategies

For the strategies that are recommended for inclusion in the City's HPS, the following will be included in a memorandum provided by the Consultant for each recommended strategy, based on input from the City, Consultant's evaluation, and feedback gathered through outreach and engagement:

- *A description of the strategy*
- *Identified Housing Need being fulfilled (tenure and income) and analysis of the income and demographic populations that will receive benefit and/or burden from the strategy, including low-income communities, communities of color, and other communities that have been discriminated against, according to fair housing laws*

- *Approximate magnitude of impact, including (where possible/applicable) an estimate of the number of housing units that may be created, and the time frame over which the strategy is expected to impact needed housing*
- *Timeline for adoption and implementation*
- *Actions necessary for the local government and other stakeholders to take in order to implement the strategy*
- *Opportunities, constraints, or negative externalities associated with adoption of the strategy*

While this will initially be produced as a stand-alone memorandum, it will later become a section of the HPS.

Task 3 City Obligations:

- Identify and help initiate discussions with housing producers; participate in those discussions as appropriate
- Provide information regarding existing incentives and funding sources and background documents summarizing past strategy work

Task 3 City Deliverables:

- Background documents summarizing past strategy work
- Meeting summaries from Housing Advisory Commission meetings
- Schedule of Planning Commission and City Council briefings held

Task 4: Draft and Final Report

The draft Housing Production Strategy Report will include the following:

- *Contextualized housing needs from Task 2*
- *Summaries of existing measures and final proposed strategies from Task 3*
- *How the City's existing measures and final proposed strategies help to achieve fair and equitable housing outcomes, affirmatively further fair housing, and overcome discriminatory housing practices and racial segregation*
- *A conclusion addressing the following:*
 - Discussion of how the proposed actions, taken collectively, will increase housing options for population groups experiencing a current or projected disproportionate housing need.
 - How the City's existing measures and proposed strategies will affirmatively further fair housing, link housing to transportation, provide access in to Opportunity Areas, address needs for people facing homelessness and equitable distribution of services, and create opportunities for rental housing and homeownership, and mitigate vulnerabilities to displacement and housing instability.
 - The rationale for any identified needs not being addressed
 - The City's plan for monitoring progress on the housing production strategies

Following review by City and revisions as needed, Consultant will produce a public review draft Housing Production Strategy for review and comment by the Advisory Committee, Planning Commission, City Council, and interested parties. Advisory Committee comments will be summarized on the draft (if addressing comments would require major updates), or minor updates will be done to the draft following the Advisory Committee review.

Following public review and comment, a Final Housing Production Strategy document will be produced by the Consultant and provided to the City.

Task 4 City Obligations:

- Lead Planning Commission and City Council briefing

Task 4 City Deliverables:

- Meeting summary from Housing Advisory Commission meeting

XI. OTHER CONSIDERATIONS

Except as provided herein, nothing in this agreement shall be construed as obligating the other party to expend funds or obligate future payment of money authorized by law and administratively available for this work.

SIGNATURE BLOCK

City Official

Authorized to sign on behalf of the City

Date

Printed Name

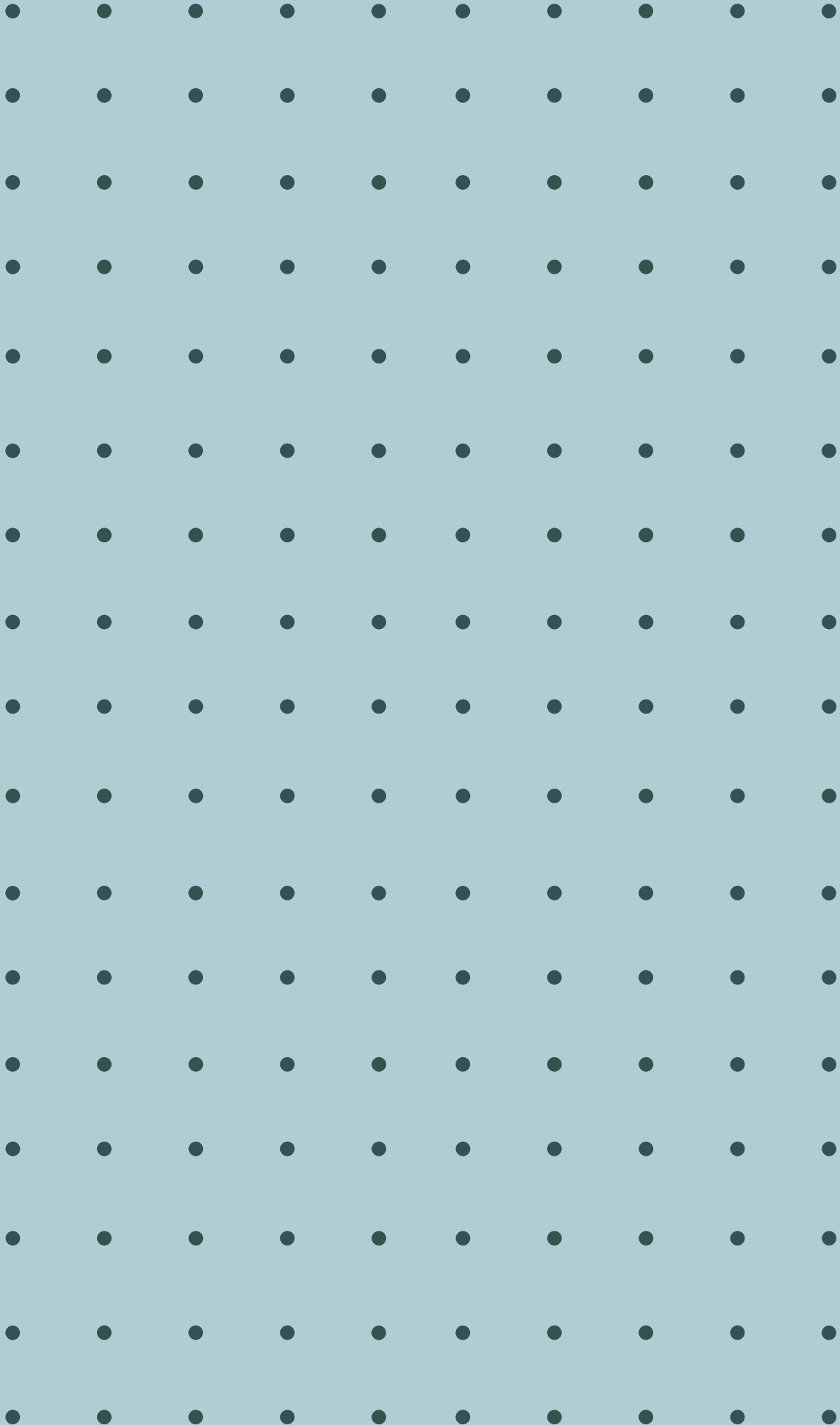
Department of Land Conservation & Development

Jim Rue, Director

Date

Tualatin Arts Advisory Committee

Annual Report 2019-2020

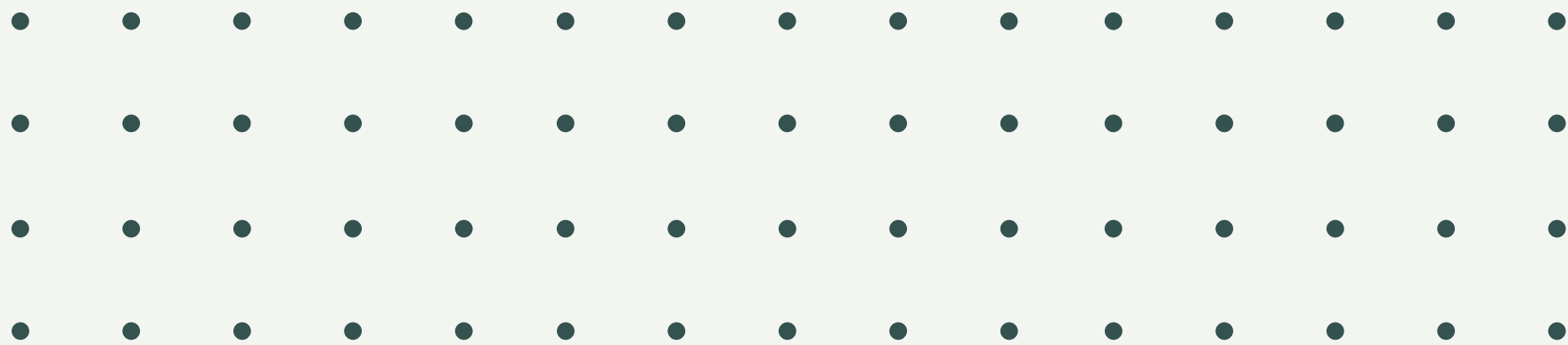


WHO ARE WE?

Tualatin Arts Advisory Committee's mission is to support, connect, and inspire the creation and integration of all art forms into our City's rich cultural heritage and vibrant future. We believe that involvement in the arts creates a more energetic, engaging, welcoming, livable community.

Further, we believe that art itself facilitates strong communities through:

Connection, Culture, Creativity, Imagination & Inspiration.





CURRENT MEMBERS



Buck Braden, Chair

Janet Steiger Carr, Vice-Chair

Dawn Upton

Brett Hamilton

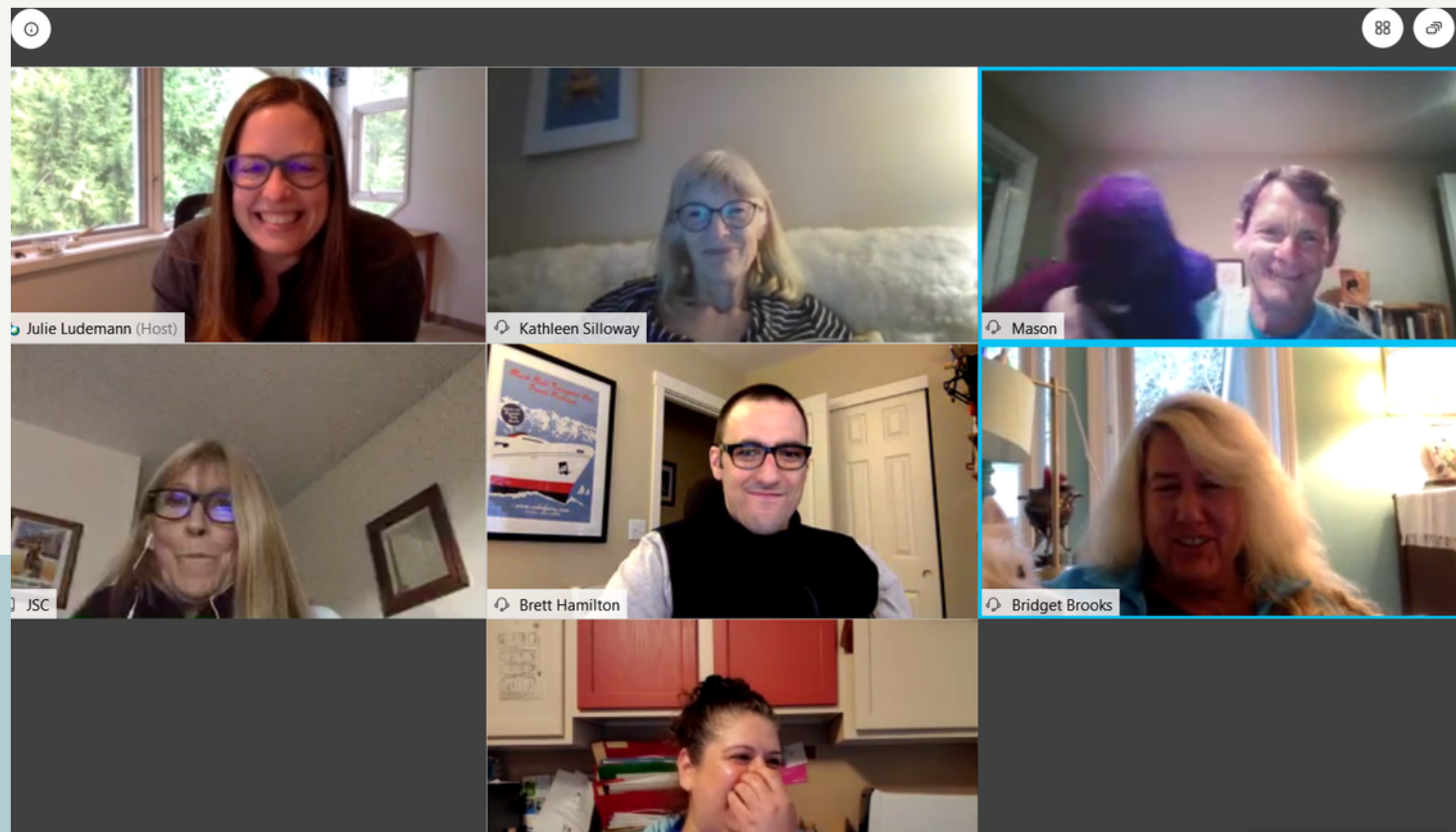
Mason Hall

Kathleen Silloway

Mahathi Sridar

Council Liaison Bridget Brooks

WHAT WE DO



- Monthly Meetings
- Represent Tualatin Arts to Council and Public
- Attend Activities & Events
- Encourage Opportunities for Arts Recognition
- Stimulate Private & Public Support for the Arts

2019-2020 ACCOMPLISHMENTS



- ¡Viva Tualatin!
- Storm drain mural installation
- Sidewalk art
- Community Arts Engagement Awards
- Financial support to arts agencies
- Veterans' Memorial Stakeholder Committee



¡VIVA TUALATIN!

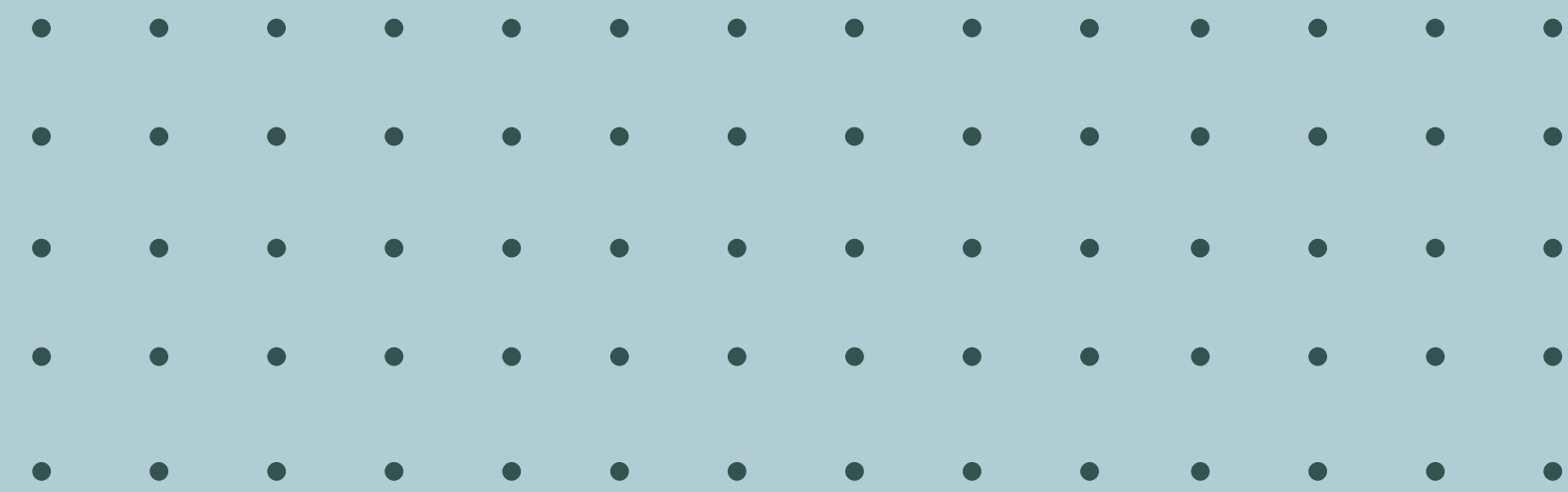
A CELEBRATION OF ARTS AND CULTURE

- September 14, 2019
- 6 music and dance performances
- 8 food vendors
- 15 artist vendor booths
- Postcard Art (TAAC sponsored art activity)



STORMDRAIN MURALS

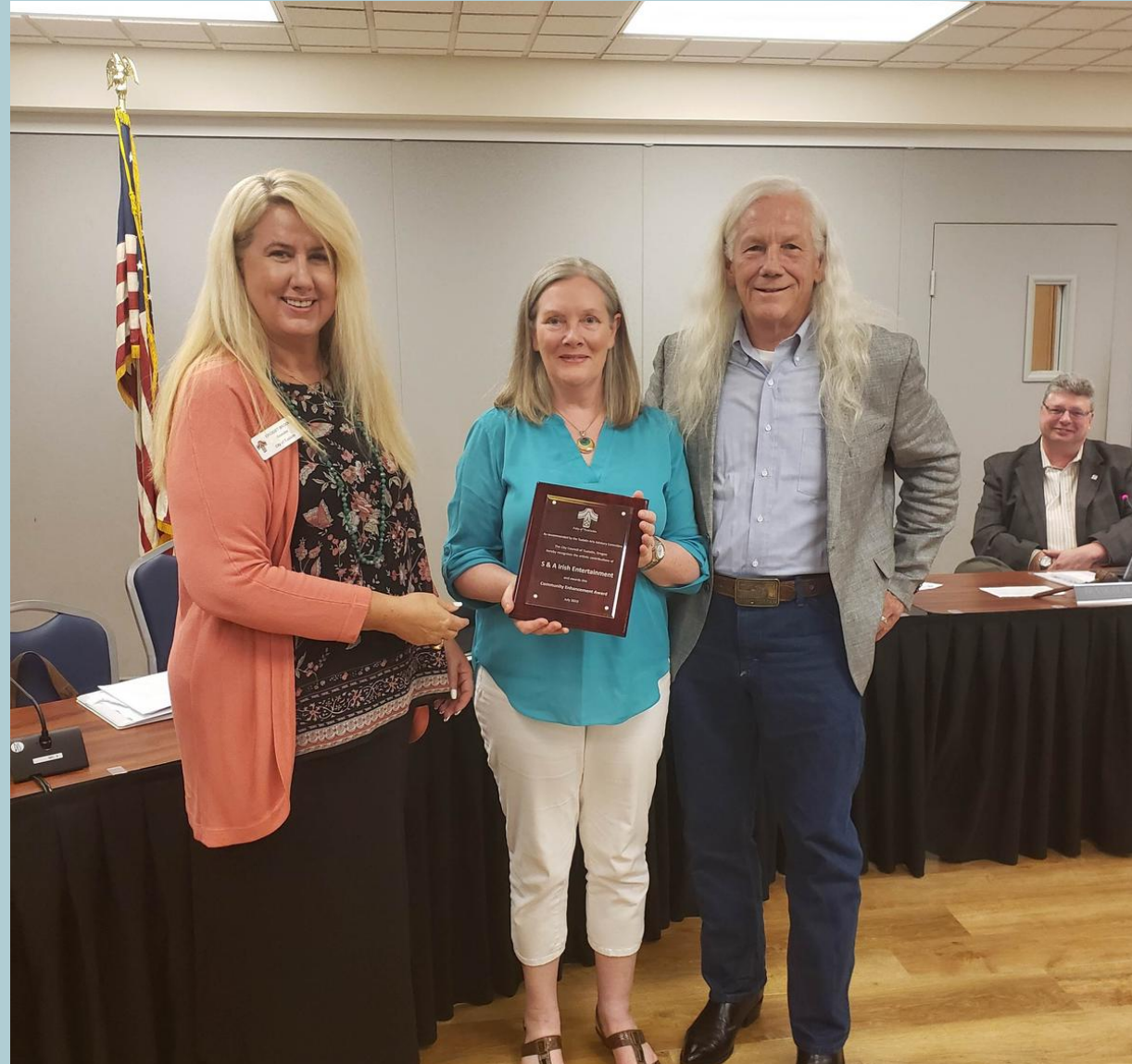
- Partnership with Tualatin Riverkeepers
- Ibach Park
 - artist Lehuauakea Fernandez
- SW Martinazzi Ave.
 - artist Emily Wymbs



COMMUNITY ENHANCEMENT AWARDS

"To better promote and recognize significant art endeavors within the Tualatin Community."

- **S&A Irish Entertainment**
- **TriMet**



MOHAWK PARK & RIDE

Miles A. Pepper, 1997



Coho Commute

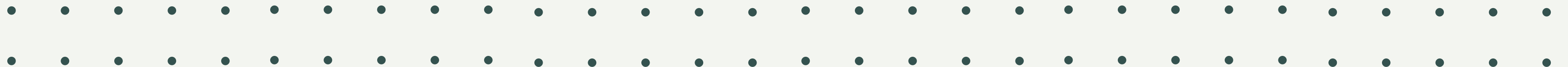


Coho Commute detail



ARTS AGENCY SUPPORT GRANTS

- Tualatin Historical Society
- Tualatin Valley Symphony
- S&A Irish Entertainment
- Wilsonville Stage



2020-21 GOALS



- Expand storm drain art program
- Complete SW Martinazzi traffic box wrap installation
- Install street mural
- Identify future arts programs and projects
- Continue to support local arts programming through grants and awards



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Ross Hoover, Parks and Recreation Director
Rich Mueller, Parks Planning and Development Manager

DATE: September 14, 2020

SUBJECT:
Veterans Memorial Report Approval

RECOMMENDATION:
Staff recommends Council accept and approve the Veterans Memorial Concept Planning and Site Selection Report.

EXECUTIVE SUMMARY:
City Council approved funds for conceptual planning of a Veterans Memorial in fiscal year 2019-20. The public engagement process, meeting packets and report with appendices is available on the project website at <https://www.tualatinoregon.gov/recreation/veterans-memorial>. Over 900 people participated in the public engagement process which included focus groups, pop up activities, stakeholder advisory committee, surveys, and community meetings. Thousands of community members were reached through on social media, website, email, print, and media notification and information. Members of the stakeholder's advisory committee included nine veterans, two members with veteran family members, and four park and art advisory committee members.

Staff will provide a presentation summarizing the planning process and project results.

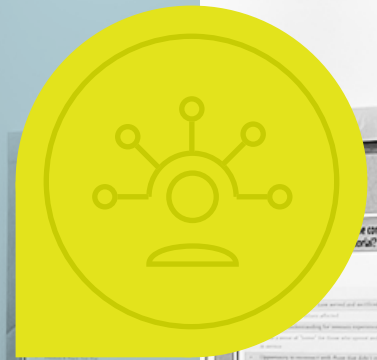
ALTERNATIVES TO RECOMMENDATION:
Alternative Council consideration may be to provide other direction for the Veterans Memorial Concept Planning and Site Selection Report.

FINANCIAL IMPLICATIONS:
Future project phases that are not yet funded, and will require budget consideration for future funding include the following cost estimates:
Site specific design with public engagement - \$64,140
Construction plans and drawings - \$123,482
Permits and bid documents - \$21,231

Attachments:
Presentation
Report



Veterans Memorial Concept Planning & Site Selection Report



SUBMITTED BY
SHAPIRO / DIDWAY
JUNE 2020

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Acknowledgments

PROJECT PARTNERS

City of Tualatin

Ross Hoover, Parks & Recreation Director
Rich Mueller, Parks Planning & Development Manager
Kyla Cesca, Office Coordinator

People of Tualatin

Conceptual guidance & review

CONSULTANT TEAM

Shapiro Didway

Lead, Landscape Architect & Public Outreach
Jessel Champoux, Landscape Architect
Jenny Anderson, Landscape Design

Bridging Language Services

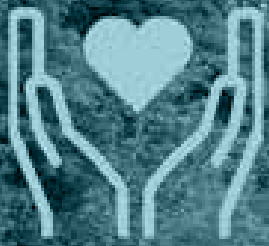
Public Outreach, Translator, & Interpreter
Noelia Ruiz, Owner

Strategic Solutions Consulting

Public Outreach & Facilitator
Ashley Horne, Principal

STAKEHOLDER ADVISORY COMMITTEE

Matt Antis, Resident & Business Owner, National Guard
Buck Braden, Arts Advisory Committee
Frank Bubenik, Mayor
Christopher Friz, Forward Assist
Brandon Gill, TPARK
Brett Hamilton, Arts Advisory Committee
John Knippers, VFW
Joe Lipscomb, Local Veteran
Greg Meiling, VFW, American Legion
Dale Potts, Local Veteran
Christen Sacco, TPARK
Elena Stripling, Teen Representative
Cole Vessey, Forward Assist, American Legion
Anthony Warren, TPARK
Tricia Wilson, Commercial CIO



WHAT DOES A MEMORIAL MEAN TO YOU? ¿QUÉ REPRESENTA PARA USTED UN MONUMENTO CONMEMORATIVO?

Executive Summary

In October 2019, the City of Tualatin Parks and Recreation engaged Shapiro Didway (SD) to generate a concept, and preferred site selection for a Veterans Memorial based on input from the Tualatin community at large. The first phase of outreach focused on visioning for the memorial. Big ideas were gathered from focus group discussions and a public survey. Feedback was synthesized into categories and refined into (5) core themes by Stakeholder Advisory Committee (SAC) members. Finally, the public was given an opportunity to clarify “who” the memorial should honor and select desired objectives under each core theme.

The second phase of outreach focused on selecting a preferred site for the memorial. Eight (8) sites were considered. Each was assessed by the consultant team and presented to the SAC and public for feedback. Based on feedback and a site program developed by SAC, suitable sites were narrowed to three. Finally Site Concept Diagrams were prepared by the consultant team and shared with the public to facilitate the preferred site selection.

Community Outreach & Engagement

Community outreach and engagement included focus group meetings with local veterans, Tualatin Parks Advisory Committee, Tualatin Arts Advisory Committee, Tualatin Youth Advisory Council, Tualatin Diversity Task Force, Veterans of Foreign Wars, and Forward Assist; four (4) Stakeholder Advisory Committee Meetings with community representatives; two (2) Community Engagement Meetings; and three (3) public surveys. The project was also promoted by the city, Veterans organizations, the consultant team and SAC by personal outreach to community leaders, a project website, social media postings and other communication methods. The project was promoted in Spanish with outreach to community leaders and the Latinx community at large, bilingual engagement materials, interpreting services at public meetings, social media postings, a project website, and by setting up a table at the Tualatin Public Library.

Who the Memorial Should Honor

Through outreach and engagement with the community, it was clarified that the memorial should honor:

- All military service members & branches
- Military family members
- Freedom & peace, not war
- Hidden heroes (civilian support)

Core Themes & Objectives

Through outreach and engagement with the community, five (5) core themes and associated objectives proved to be fundamental to the vision of the memorial:

CONNECTION

Sense of community and belonging; feeling that one matters; commitment to one another.

- Recognizing all who have served & sacrificed
- Honors families & others affected
- Empathy & understanding for Veterans experiences
- Celebrates community

SHARED VALUES

Common beliefs, ethics, concepts or principles that are important and lasting.

- Service
- Respect
- Sacrifice
- Inclusive/Diversity
- Honor

ENGAGEMENT

Captures attention and promotes active interaction with visitors.

- Space for events & gatherings
- Space for benches, picnic tables & trails
- Encourages conversation & storytelling
- Space for active recreation

TIMELESS

Considers the past, present and future; has relevance for generations; can change over time; remains adaptable.

- Honors military service
- Includes past, present & future
- Adaptable & able to evolve
- Peaceful conflict resolution

EXPERIENCE

Connection to the space by engaging the senses.

- Welcoming to all
- Sense of peace & memory
- Focus on positive, not violence
- Does not celebrate war
- Interactive & engaging

Outreach responses gave clear direction on who and what the memorial is not. Repeatedly, public comments stated the memorial should not emphasize war or glorify violence in any way. Rather, it should focus on service, and a positive message. There was also a strong preference to avoid overwhelming amounts of information and educational facts, but rather to create an inclusive space, welcoming to all in the community. Finally, much discussion was generated regarding who the memorial should or should not honor. Survey results clarified the memorial should not focus on first responders and specific references to conflicts or people.

Site Assessment

The consultant team assessed eight (8) potential sites with support documentation provided by the City. Sites included:

- Brown's Ferry Park
- Sweek Pond Natural Area
- Toman & Van Rijn City Properties
- Little Woodrose Natural Area
- Indian Meadows Greenway
- Chieftain Dakota Greenway
- Tualatin Commons
- Commons Park

Site analysis for each site was presented at Stakeholder Advisory Committee Meeting II and Community Engagement Meeting II. Participants were guided through each site and given an opportunity to provide feedback on opportunities and constraints.

Design Program

Using objectives from Veterans Memorial Survey II, the Stakeholder Advisory Committee was guided through a programming activity to create a design program for the memorial. This program outlines desired uses and site features that have spatial characteristics for the site. Desired memorial physical attribute elements include:

- Gathering space: Provide a gathering space to accommodate 50 people standing or 30 people sitting. The space should be flexible and open to accommodate diverse programming and small community gatherings.
- Intimate/passive spaces with seating: Provide an intimate space or a sequence of smaller spaces that accommodate two to three people comfortably sitting.
- Space for solitude: Provide a space that is quiet, reflective, calming and peaceful.
- Space for personal storytelling: Provide a passive space where people can do personal storytelling.
- Recreation space: Provide a recreational space that can accommodate physical activities such as programming.
- Dedication area: Provide a dedication area that is inclusive of all.
- Interpretive element(s): Provide interpretive element(s) that will serve as a focal point that celebrates life and remains timeless.
- Signage: Provide signage for the Memorial.
- Parking: Provide parking for up to 25 cars.
- Public transportation: The site should be accessible by public transportation.

Preferred Site Selection

Based on each site's opportunities and constraints and the design program, the Stakeholder Advisory Committee selected three sites most suitable for the memorial. These included:

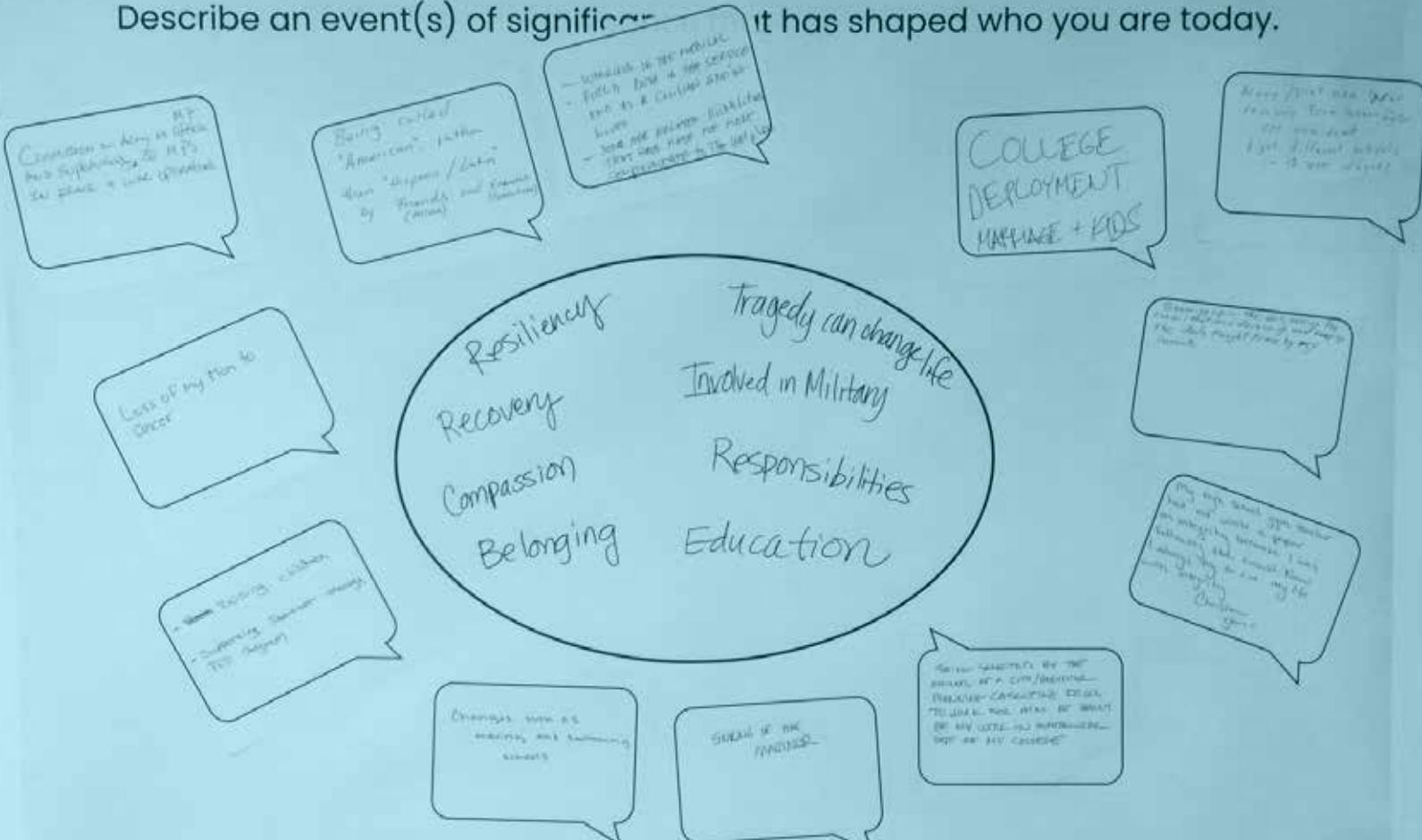
- Brown's Ferry Park
- Sweek Pond Natural Area
- Tualatin Common

The consultant team then spatially arranged site program physical attribute elements on each site, conceptually illustrating how each site could be developed. These Site Concept Diagrams were introduced to the public in Survey III, where participants were asked to select their preferred site. **The preferred site selected is Tualatin Commons.**

Next Steps

This report serves as the "road map" to Tualatin's Veterans Memorial, clearly outlining public sentiment and what is held as important and essential to this future community space. Next steps will build on these extensive outreach findings, with the development of concept designs for the Memorial, located at the preferred Tualatin Commons site. Through this Schematic Design phase, a consultant team will conduct additional public outreach and establish design intent for the memorial. Once a preferred schematic design is selected and associated costs outlined, funding opportunities can be determined for construction documentation and installation.

Describe an event(s) of significance that has shaped who you are today.



Project Timeline

	2019			2020						
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Project Startup & Brainstorming	[Timeline bar from Oct to Feb]									
KICK-OFF MEETING WITH CITY OF TUALATIN	•									
FOCUS GROUP MEETINGS		[Timeline bar]								
SURVEY #1				[Timeline bar]						
Memorial Themes & Objectives				[Timeline bar]						
STAKEHOLDER ADVISORY COMMITTEE MEETING #1				•						
PUBLIC MEETING #1				•						
SURVEY #2					[Timeline bar]					
Site Assessment					[Timeline bar]					
STAKEHOLDER ADVISORY COMMITTEE MEETING #2					•					
PUBLIC MEETING #2					•					
Design Program Development & Site Selection						[Timeline bar]				
STAKEHOLDER ADVISORY COMMITTEE MEETING #3						•				
PUBLIC SURVEY #3							[Timeline bar]			
Summary Report							[Timeline bar]			
STAKEHOLDER ADVISORY COMMITTEE MEETING #4								•		
PARK ADVISORY COMMITTEE MEETING									•	

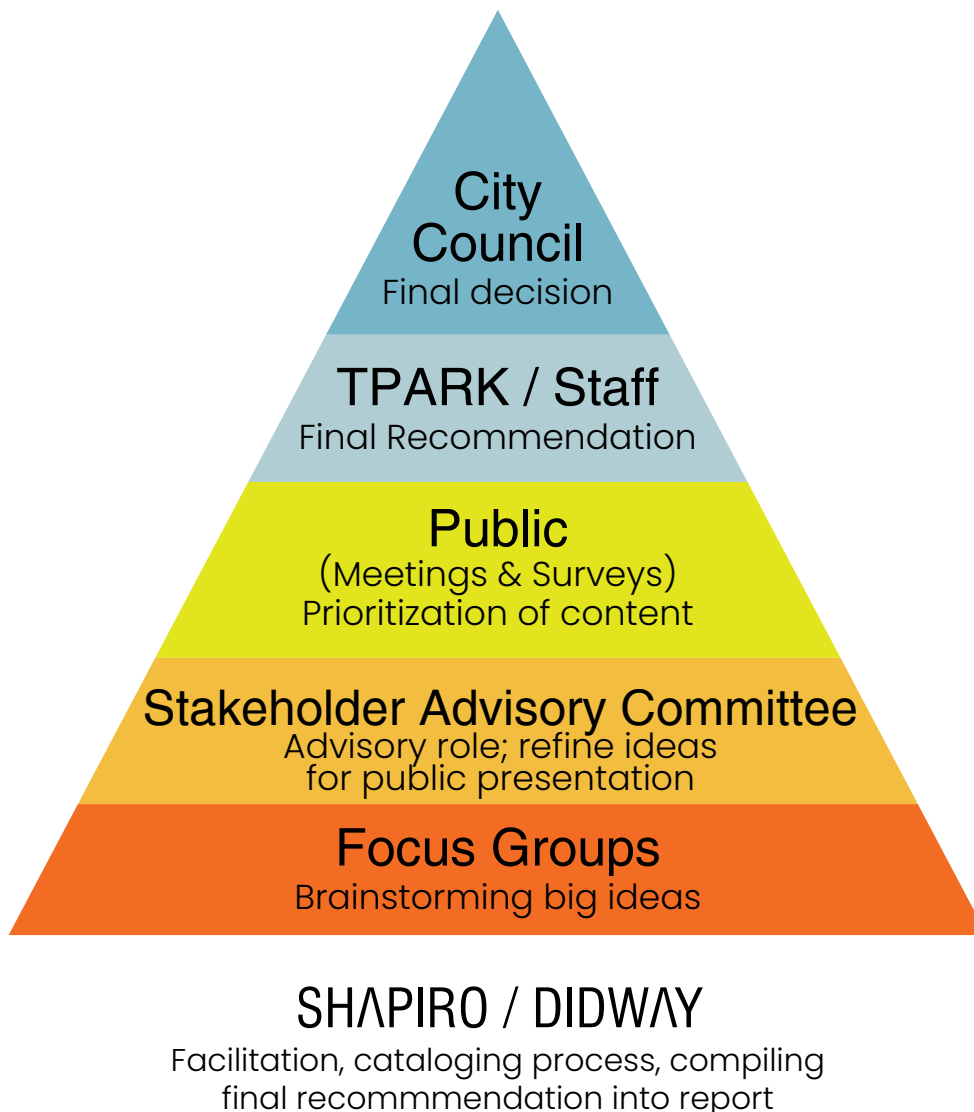
Process Overview

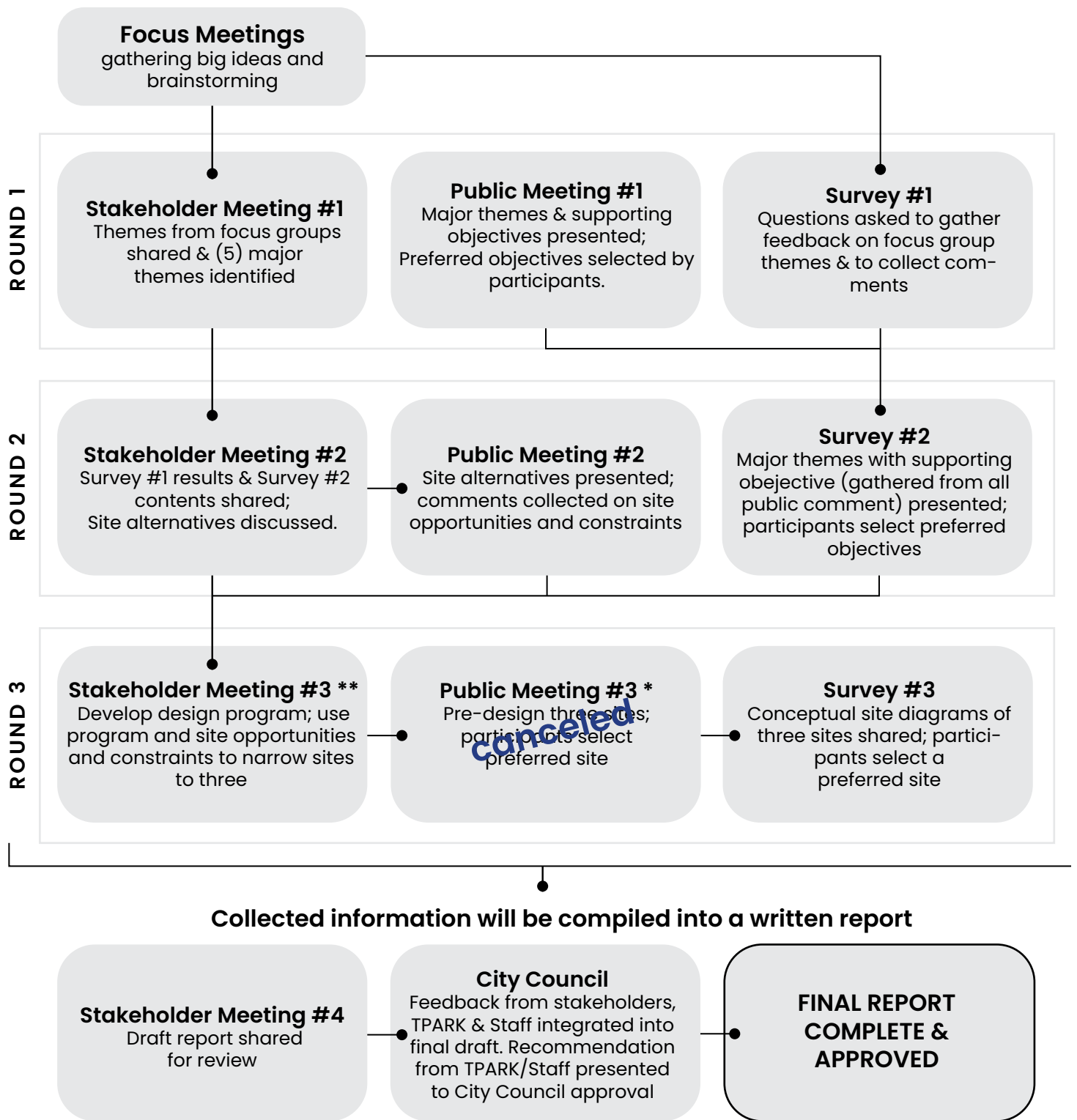
City of Tualatin Parks and Recreation and the SD consultant team commenced the study with outreach to focus groups. A Stakeholder Advisory Committee (SAC) was formed from focus group representatives. Members of the stakeholder group include diverse community representatives from Veterans of Foreign Wars, Forward Assist, American Legions, Tualatin Arts Advisory Committee, Tualatin Parks Advisory Community, Tualatin Commercial Citizens Involvement Organization, a student youth representative, several unaffiliated veterans who live and/or work in Tualatin, and mayor Frank Bubenik. The Stakeholder group was engaged at four (4) meetings. Participants served an advisory role, providing valuable insights for the project and refining materials to be presented at public meetings.

Two (2) Community Engagement Meetings were hosted at the Tualatin Public Library. Feedback from the public was also solicited through three (3) online public surveys. Project details were also made available to the public on a project website, social media postings and other communication methods. The public played a key role in selecting who the memorial should honor, memorial objectives and selecting a preferred site.

Input from stakeholders and the public form the foundation for Veteran Memorial recommendations presented in this report. This report is intended to form the basis for evaluating next steps and lays the groundwork to proceed with future design. It is important to note, this first project phase has focused on site assessment, development of themes, concepts and objectives, program definition and site selection. This process does not include schematic design. While conceptual site diagrams have been developed to facilitate site selection, this pre-design phase does not include final design recommendations.

This report will be reviewed by Tualatin Parks Advisory Committee (TPARK) who will make a recommendation to City Council.





* Canceled due to the COVID -19 pandemic. Public Meeting #3 content was integrated into Survey III and through online engagement.

** Rescheduled to a virtual meeting due to COVID - 19.



Community Outreach & Engagement

The SD consultant team worked closely with Tualatin Parks and Recreation to develop an overall community engagement process that would foster discussion and identify and explore as many diverse community perspectives as possible. The goal of conducting outreach was to capture the visions and concerns of the community at large. Participation from over 900 people enriched the process and confirmed community sentiment for the future memorial space.

To build project awareness, a project website was created, and connections were made to Tualatin community members through social media postings, distribution of project flyers, email blasts, etc. The project also appears in: Tualatin Life, Tualatin Times (digital & print), Tualatin Today, Explore Tualatin and the VFW Post 3452 Newsletter. The consultant team, Parks and Recreation staff and stakeholder group members also diligently reached out to make personal and digital contact with community members.

All written and graphic content for public meetings, public surveys, and project flyers were prepared in Spanish and English. A Spanish facilitator attended community meetings and performed outreach to Spanish community members. Comments from focus group, stakeholder advisory group and community engagement meetings are summarized below and incorporated into the recommendations presented in this report. The report itself is part of the input process intended to allow interested parties to examine community feedback and topics surrounding the memorial as the specific design of the project develops. Full meeting summaries of community engagement meetings and stakeholder advisory committee meetings are available in the appendices of this report.

Focus Groups

The intent of these meetings was to brainstorm ideas, identify community leaders and build awareness for the project. Meeting formats varied from one on one or small group discussions to round-table discussions with larger groups. City of Tualatin Parks and Recreation staff and SD began by presenting a summary of the project background and sharing a project flyer explaining project details, including public meeting dates, stakeholder involvement opportunities and project website details. Participants were then asked to provide feedback on big ideas and themes for Tualatin Veteran's Memorial. SD staff collected comments through extended comments and dialogue. Attendees were also given an opportunity to submit written comments on paper through comment sheets distributed during the event, and by e-mail after the presentation. Feedback from focus group discussions was categorized into themes; each group was

sent this graphic as a meeting summary accompanied by a thank you letter requesting the group consider providing representation on the Stakeholder Advisory Committee. Meeting summary graphics are located in the appendices.

Five (5) focus groups discussions were held from November to December 2019. These included:

1. Diversity Task Force Focus Group - November 20th, 2019 at Tualatin Public Library
2. Veterans of Foreign Wars Post 3452 Focus Group - December 2nd, 2019 at VFW Post Building
3. Veterans Focus Group - December 10th, 2019 at Van Raden Community Center
4. Tualatin Youth Advisory Council, Tualatin Park Advisory Committee and the Tualatin Arts Advisory Committee Focus Group - December 10th, 2019 at Juanita Pohl Center
5. Forward Assist Oregon Focus Group - December 19th, 2019 at Vanguard Brewery

Many attendees were excited to see the City of Tualatin takes steps to create a community space that honors Veterans. Comments from participants often overlapped, with the synthesized feedback summarized into the following key themes:

Inclusive

Emphasizes diverse user group; represents numerous and varied perspectives; accessible and usable by all.

Engagement

Captures attention and promotes active interaction with user

Adaptable

Empathy - Allows user to understand, connect, relate to and share the feelings others.

Reflection

Promotes careful consideration and focus of thoughts;

Education

Facilitates learning and acquisition of knowledge, values, beliefs, etc.

Technology

Integrates technology to highlight personal experiences, share information and connect to youth,

Storytelling

Using fact and narrative (visual, written, spoken, etc.) to communicate something to an audience; giving voice to real, true stories of local community members.

Shared Values

Common fundamental beliefs, concepts or principles.

Timeless

Considers the past, present and future; has relevance for several generations; can be altered or changed over time as needed; remains adaptable

Sensitivity

Considers and respects feelings, values and perspectives of others.

Spatial Definition

Physical characteristics of a space and how they impact the user experience.

Connectivity

Links to other community networks (i.e. community, other open space/ greenway systems, public spaces, etc.)

Experiential

Elicits emotional connection to space by engaging the senses.

Therapeutic

Allows recovery and healing, mentally, emotionally or physically. Offers wellness benefits and affects quality of life.

Multi-functional/use

Meets diverse needs; provides a variety of benefits and functions.

Empathy

Allows user to understand, connect, relate to and share the feelings others.





Interviews & Outreach to Other Community Members

On December 6, 2019 the consultant team attended Starry Nights at the Tualatin Commons. That evening they invited attendees to participate in the process to develop a vision for a Veterans Memorial in the City of Tualatin. Flyers were distributed in English and Spanish with information about the project and the public participatory process. Contact was made with around 200 people and in general the feedback was positive. Most questions asked were about the location, size, funding and who the veterans memorial would be for. A lot of parents with children were attending the event, so there was a lot of questions/ comments about how this area could benefit children as well. Members from nearby communities (Tigard, West Linn and Oregon City) all admired the process and wished their towns would do the same public engagement process. From the Tualatin community members, most were happy to be given the opportunity to be involved, but some were skeptical that it would be built.

Outreach in Spanish to the Latinx community was done by Bridging Language Services. They connected with local community leaders and spent a day at Tualatin Public Library passing out flyers, talking to the Latinx community about the project and encouraging people to take the survey. A table was set up, where visitors were able to take Survey II online or by filling out a paper survey. Further outreach was done for Survey III through local Latinx community leaders and social media channels.

Finally, Tualatin Parks and Recreation and Stakeholder Advisory Committee members engaged in extensive media outreach to build project awareness and make connections with the Tualatin community. Efforts included development of a project webpage, email blasts, Nextdoor posts, Facebook posts, announcements on Twitter, and advertisement in Tualatin Life. Additionally there were news articles in the Tualatin Times, Tualatin Today and Explore Tualatin. The Media Outreach Tracking Table shown in the appendices, features a comprehensive list of media outreach methods and highlights results of such efforts.

Additional Public Comment & Input

Project promotional information and the website sited a contact email to submit additional feedback for the project. Emailed and submitted comments and documents are included in the appendices.

Stakeholder Advisory Committee

Through public outreach to the community and focus groups a Stakeholder Advisory Committee was formed. Members of the stakeholder group included: Matt Antis, Buck Braden, Mayor Frank Bubenik, Christopher Friz, Brandon Gill, Brett Hamilton, John Knippers, Joe Lipscomb, Greg Meiling, Dale Potts, Christen Sacco, Elena Stripling, Cole Vessey, Anthony Warren, and Tricia Wilson. Each committee member was provided with the project objective, time commitment, and participation expectations upfront to ensure outreach objectives were met. The Stakeholder Advisory Committee played an important role in developing meaningful public engagement strategies, communicating community desires and concerns, responding to early project deliverables with a community lens and was instrumental in helping to get the word out about the project. The first and second Stakeholder Advisory Committee meetings occurred in person at the Tualatin Public Library. The third and fourth occurred virtually over a web based meeting platform due to COVID-19 restrictions. Each meeting has been summarized below. Full meeting minutes and supporting documents provided as handouts can be found in the appendices of this report, and are also available on the project webpage at: <https://www.tualatinoregon.gov/recreation/veterans-memorial>.

STAKEHOLDER ADVISORY COMMITTEE MEETING #1-JANUARY 16TH, 2020

The meeting began with introductions and an explanation of the advisory role Stakeholder members would play and how decisions would be made for the project. The group was then asked to participate in an activity designed to intentionally allow consideration for the group's strengths, build empathy and understanding for each other and focus on common ground. This activity built a positive atmosphere for the rest of the meeting.

The primary purpose of this meeting was to organize categories generated by previous public input from seven (7) focus groups and identify major themes for the project. To do this, attendees worked in small groups. Participants were given categories with definitions that summarized input. Working together, each group arranged categories under 3-5 major themes. Each group was given an opportunity to explain their selected themes. Then collectively, attendees worked together to synthesize themes. Themes were narrowed down to the following:

- Engagement
- Experience
- Connection
- Shared Value
- Timeless

STAKEHOLDER ADVISORY COMMITTEE MEETING #2-FEBRUARY 13TH, 2020

The meeting began with introductions and review of previous meetings. Survey I results were shared with the group to begin to understand public sentiment. Attention was then given to building enthusiasm for the next public survey. As community leaders, the group was encouraged to distribute flyers and actively engage with others in the community. Collectively, means and methods to build project awareness was discussed. Feedback was also gathered on how the consultant team and Parks and Recreation staff could equip stakeholders to advocate for the project. The meeting concluded by discussing site alternatives for the project. Eight (8) preselected sites were identified, including:

- Brown's Ferry Park
- Sweek Pond Natural Area
- Toman & Van Rijn City Properties
- Little Woodrose Natural Area
- Indian Meadows Greenway
- Chieftain Dakota Greenway
- Tualatin Commons
- Commons Park

To begin the discussion, each site was located on an area map of Tualatin. Systematically the consultant team presented an assessment of each site. The SAC was then divided into small groups to analyze and discuss each site further. The groups rotated between facilitators to provide opportunities and constraints for each potential site. Participants were encouraged to visit each site and gather additional feedback for upcoming meetings.



STAKEHOLDER ADVISORY COMMITTEE MEETING #3 (VIRTUAL)-MARCH 31, 2020

Due to COVID-19 pandemic, this meeting was held virtually with stakeholder participants. The meeting began with introductions of the consultant team and Parks and Recreation staff. The previous meeting was then summarized, and participants were asked to introduce themselves and approve meeting minutes.

Results from the second survey were shared and then summarized for use in a group activity. Using these survey results, attendees were guided through a programming activity, in which they identified desired design program elements and spatial needs for the memorial. Many design ideas were explored as part of the discussion. Design program elements include the following (for a detailed breakdown, please see the Design Program section of this report):

- Gathering space
- Intimate/passive spaces with seating
- Space for solitude
- Space for personal storytelling
- Recreation space
- Dedication area
- Interpretive element(s)
- Signage
- Parking
- Public transportation

Finally, using the design program generated by the group and knowledge of each sites opportunities and constraints, participants were asked to eliminate sites that were unsuitable for the memorial. Readily the group eliminated all three greenways. Of the five remaining sites, participants voted using written comments. Three preferred sites the SAC selected for public consideration were:

- Brown's Ferry Park
- Sweek Pond Natural Area
- Tualatin Commons

STAKEHOLDER ADVISORY COMMITTEE MEETING #4 (VIRTUAL)-MAY 28TH, 2020

This virtual meeting began with introductions of the consultant team and Parks and Recreation staff. The previous meeting was summarized, and participants were asked to introduce themselves and approve the meeting minutes.

Results from Survey #3 were reviewed in which Tualatin Commons was the preferred site. Committee members were given the opportunity to discuss what excited them about the selected location.

Next, the Draft report was summarized and committee members were given the opportunity to address anything they felt was missing. The committee did not feel anything was missing. The meeting concluded with a discussion of next steps, how the report will inform subsequent design efforts and stakeholder take-away.



Community Engagement Meetings

Meetings were hosted in the community room at the Tualatin Public Library, an inclusive community space, conveniently located within the City of Tualatin. Representatives from Parks and Recreation were actively involved in all community meetings. Written meeting content was presented in both English and Spanish. A Spanish-speaking facilitator was also present to translate participant feedback and interpret for attendees. Meeting summaries and handouts are included in the appendices of this report and are also available on the project webpage.

Three (3) Community Engagement Meetings were planned as part of this project. However, due to the COVID-19 pandemic, the third community meeting was canceled, which included a parallel Spanish speaking meeting. This meeting information was integrated into online and social engagement and surveys.

COMMUNITY ENGAGEMENT MEETING #1 - JANUARY 28TH, 2020

The meeting began with introductions and a summary of project background and progress to date. Collectively participants considered who the memorial should honor. Next, while working in small groups, attendees systematically reviewed memorial themes and associated objectives. Attendees were given opportunity to add bullets and then individually prioritize bulleted objectives under each theme.

Small group work brought out addition objectives:

Connection

- Place for families to commemorate KIA members
- Provides/ welcomes all

Engagement

- To share pride for military service to our country
- To share pride in the police that serve our community

Experience

- Invoke a sense of peace and memory
- Engage all senses - Tactile and Audio

Timeless

- Historic Native American Wars
- Honoring Military Service
- History
- Embodied emotion and experience of use but not war specific
- Time frame

Shared Values

- Appreciation for History

Who should the memorial honor

- First Nations Veterans who fought for/against US
- Coast Guard
- Service of Minority populations (Latino/Hispanic)
- Freedom
- Hidden Heroes
- Historical memorial that honors military vets from all US military conflict past, present and future
- K9
- Police and 1st responders should be a different category

COMMUNITY ENGAGEMENT MEETING #2 - FEBRUARY 20TH, 2020

The meeting was conducted by Parks and Recreation staff with involvement of the consultant team. It began with introductions and review of previous meeting. Participants were given the opportunity to review the results of survey I and encouraged to take the online survey II. Next the 8 site alternatives were introduced:

- Brown's Ferry Park
- Sweek Pond Natural Area
- Toman & Van Rijn City Properties
- Little Woodrose Natural Area
- Indian Meadows Greenway
- Chieftain Dakota Greenway

Attendees broke into small groups, each assigned a facilitator, to discuss the site opportunities and constraints. Comments from participants often overlapped with the synthesized feedback summarized into the following:

- Accessibility to parking and public transportation is very important
- Strong consideration should be given to actual or perceived safety
- Memorial should be compatibility with existing site uses, site character and programming
- Setting should not be too noisy to allow contemplation, reflection, etc.
- Walking surfaces should be accessible
- Environmental constraints (i.e. flooding) might limit site suitability
- Site selection should consider proximity to other public amenities and activities to avoid feeling isolated

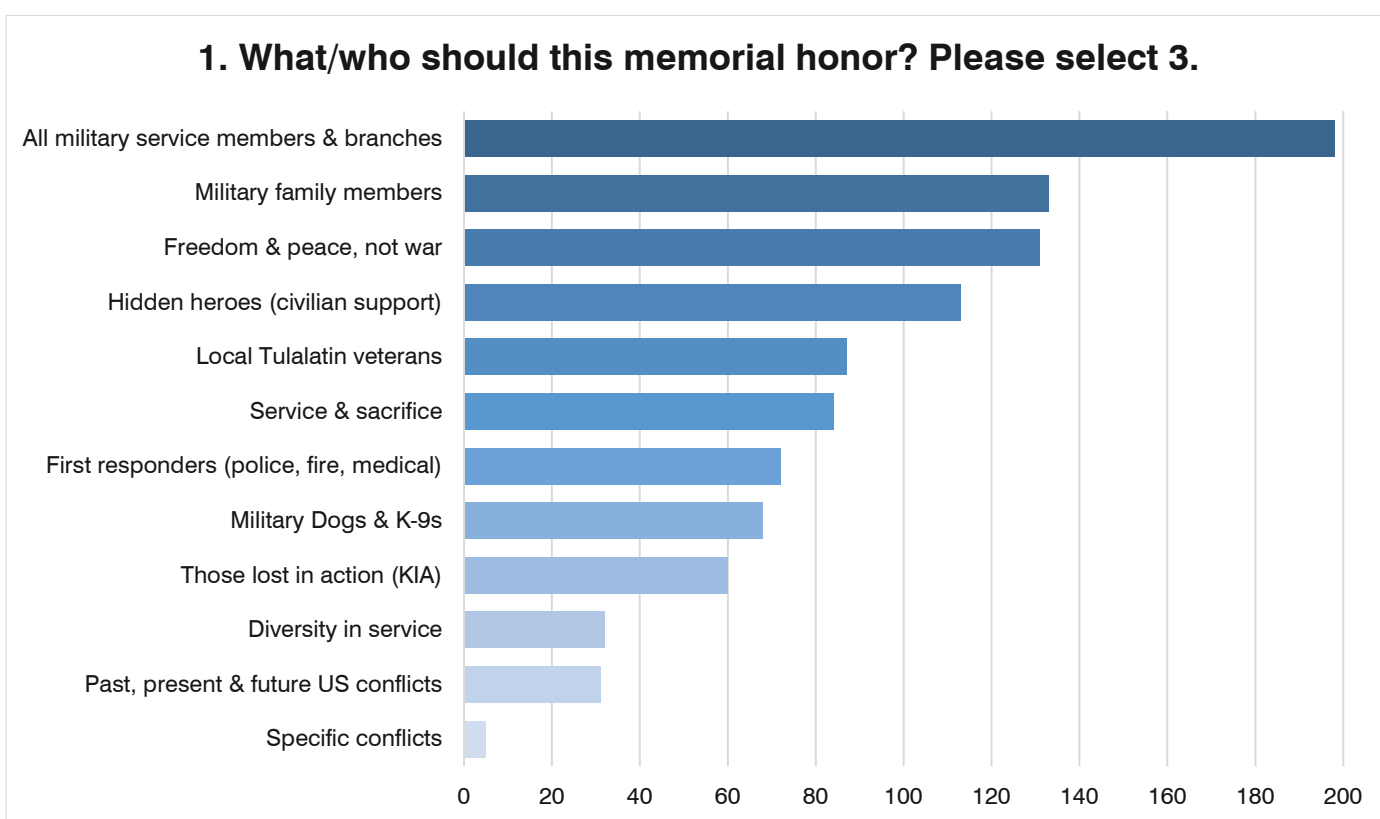
A detailed list of site opportunities and site constraints provided by attendees can be found in the Site Assessment section of this Report, categorized under each site.

Surveys

Three online surveys were created to build on outcomes from focus group, stakeholder advisory committee and community engagement meetings. The surveys were posted on the City of Tualatin's website with the link being distributed through mailing lists, emails and other social media platforms. Stakeholder Advisory Committee Members were integral in distributing the link to the survey to other community members.

Survey I

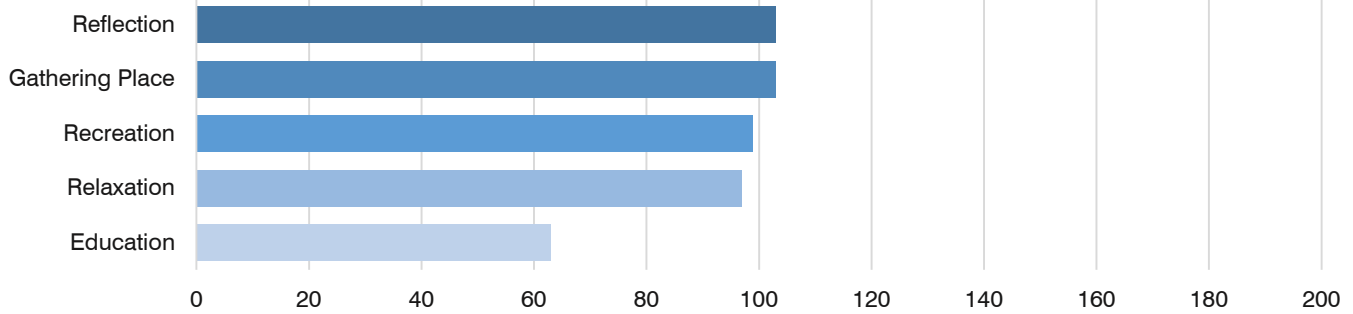
The first survey was released to the public on January 15, 2020 and remained open for three (3) weeks. The survey consisted of seven (7) questions, intended to gather community sentiment on memorial themes compiled from focus group discussions and to collect additional feedback. 106 people took the survey with an 61 additional comments. Additional comments have been summarized below. Detailed comments can be found in the appendices section of this report. The following were the questions and results:



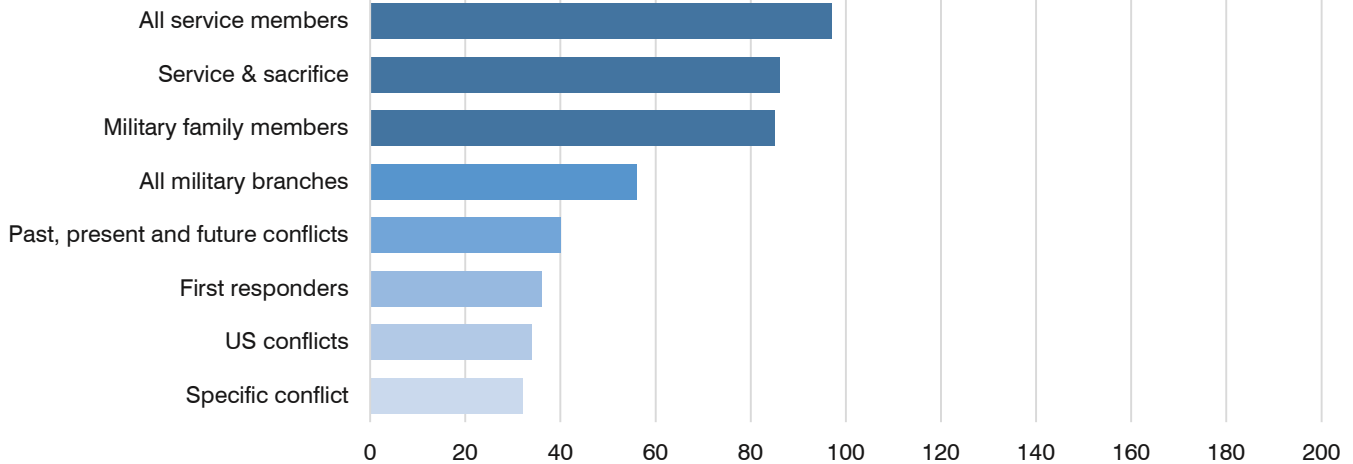
OTHER COMMENTS FROM QUESTION 1:

- To never forget those who served and those who gave the ultimate sacrifice
- Space enumerating the horrors of war
- Educational about history of wars and interventions (2 comments)
- Space to share feelings with other veterans
- A place to remember, to reflect that there is honor in service.
- A waste of money there are plenty of Veterans memorials
- Space to remember that peace is the highest goal, never war

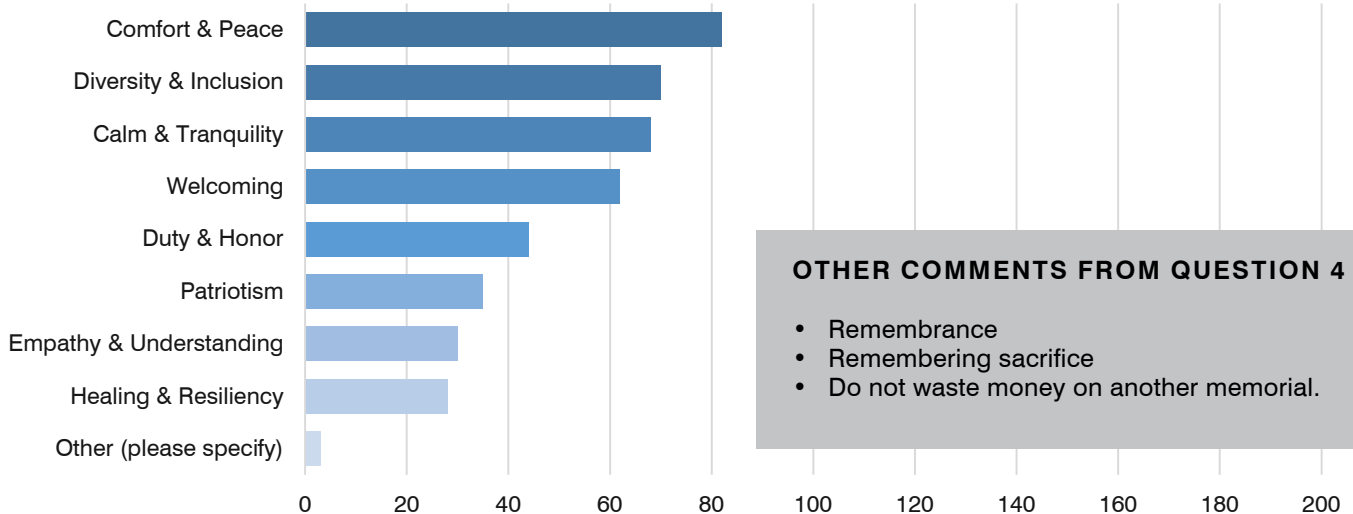
2. How could this space be used? Please rank in order of importance to you, 1 being most important.



3. What/Whose story should the memorial tell? Please rank in order of importance your top 3 or more choices, 1 being most important.



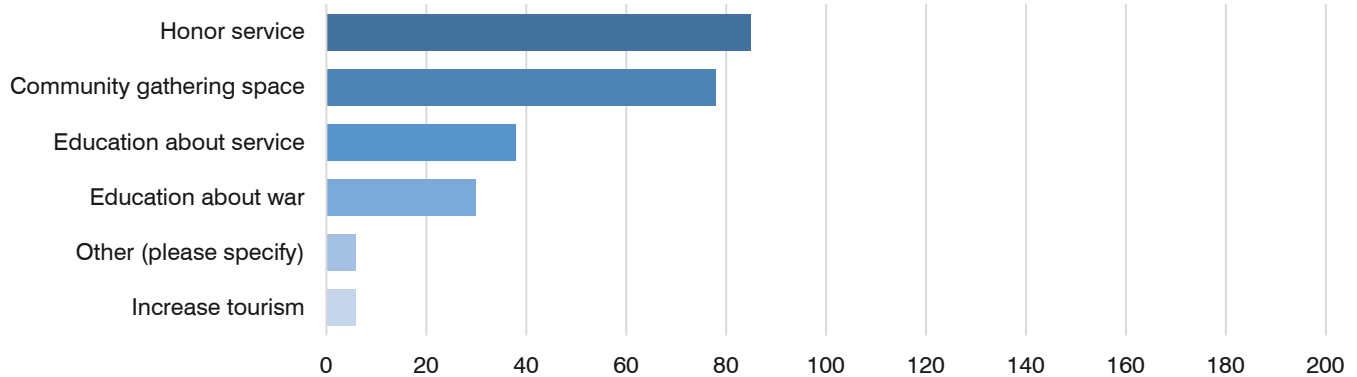
4. What feelings & values should the memorial evoke? Please check all that apply.



OTHER COMMENTS FROM QUESTION 4

- Remembrance
- Remembering sacrifice
- Do not waste money on another memorial.

5. How would you like the memorial to contribute to the community? Please check all that apply.



OTHER COMMENTS FROM QUESTION 5

- Promote peaceful resolutions over conflict; no emphasis of war or weaponry (3 comments)
- Honor the freedom our soldiers fought for by providing a playground
- Use art to promote comfort and peace, calm and tranquility.
- A destination; interactive
- Honor those forced to fight for a cause they did not believe in

QUESTION 6

Would you like to share any additional thoughts regarding the Veterans Memorial?

The comments proved to be helpful and was incorporated into future meetings and surveys. Full data to questions 6 can be found in the appendices of this report. A summary of the comments are as follows:

- Honors freedom and peace not war (12 comments)
- It should honor all service men and all branches (5 comments)
- Honors Service and freedom, no information about war, conflict, and killing (5 comments)
- Not names, lists, or educational content. (4 comments)
- Make it unique and interesting to draw people in (3 comments)
- A list of veterans (3 comments)
- Money (3 comments); not an appropriate use of tax dollars; don't spend money on this, no public funding)
- Peaceful approaches to conflict resolution not patriotism and aggression. (2 comments)
- "Buy a brick" program (2 comments).
- Art and plants, rather than cold granite and stone (2 comments).
- Include a playground space (2 comments)
- Accessible for people with disabilities (2 comments)
- A space to honor local veterans from Tualatin
- Recognize service members, do not include first responders.
- Be sure that women are not left out or their service minimized please.
- Include military dogs and the service and support they provide
- Inclusive
- A place for healing and support
- Interactive and changes
- Do not take away from existing active spaces this. Should be vandal resistant
- Have many flags: US, MIA, Military call sign flags.
- Provide space for ceremonies

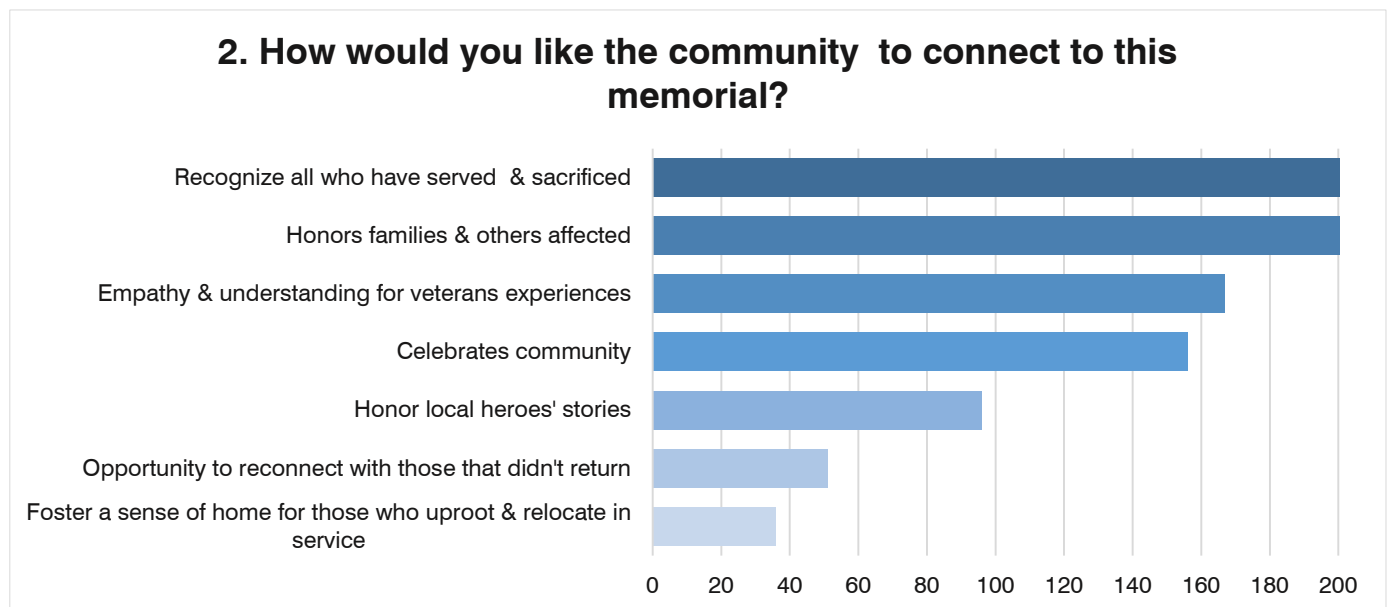
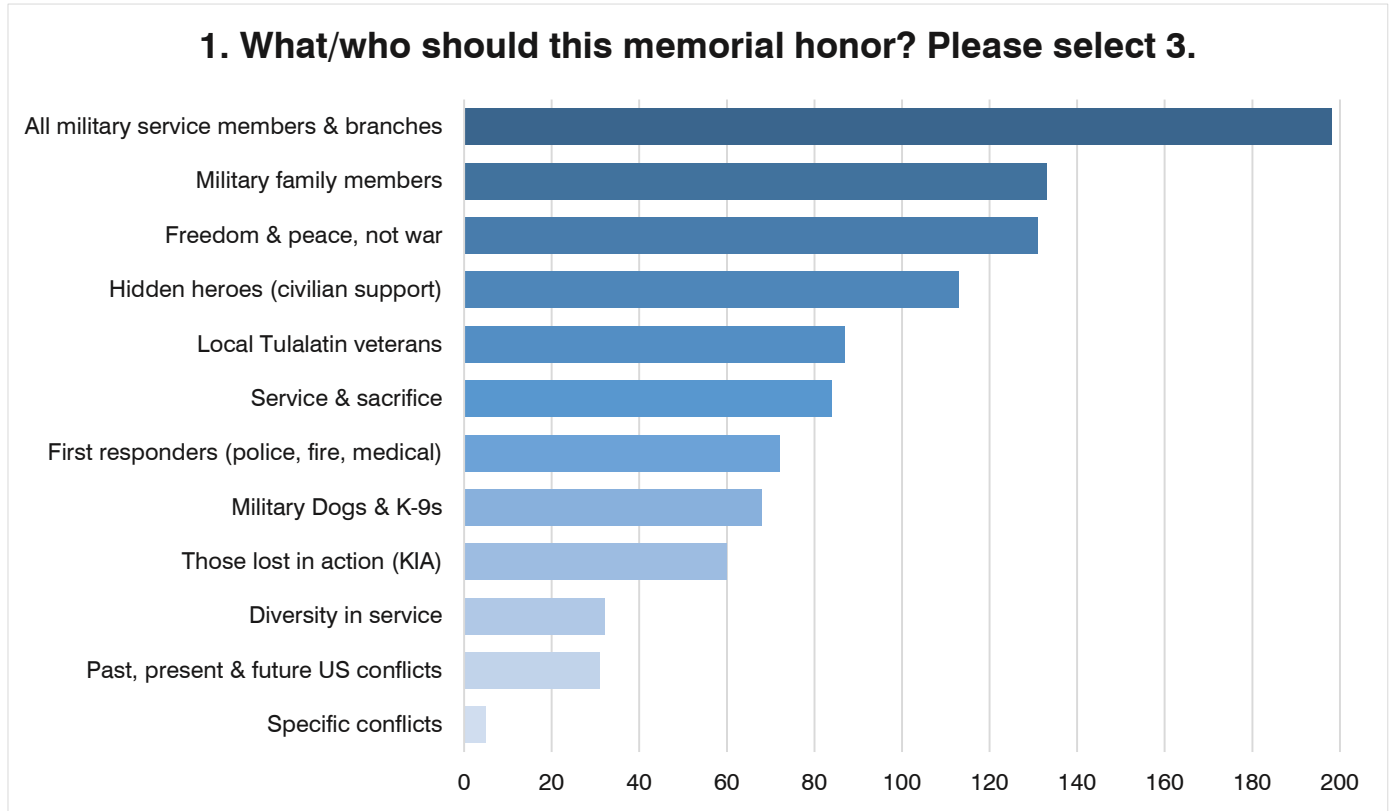
QUESTION 7

Please upload a related image/sketch that has meaning to you and explain why (we will not share the images with the public).

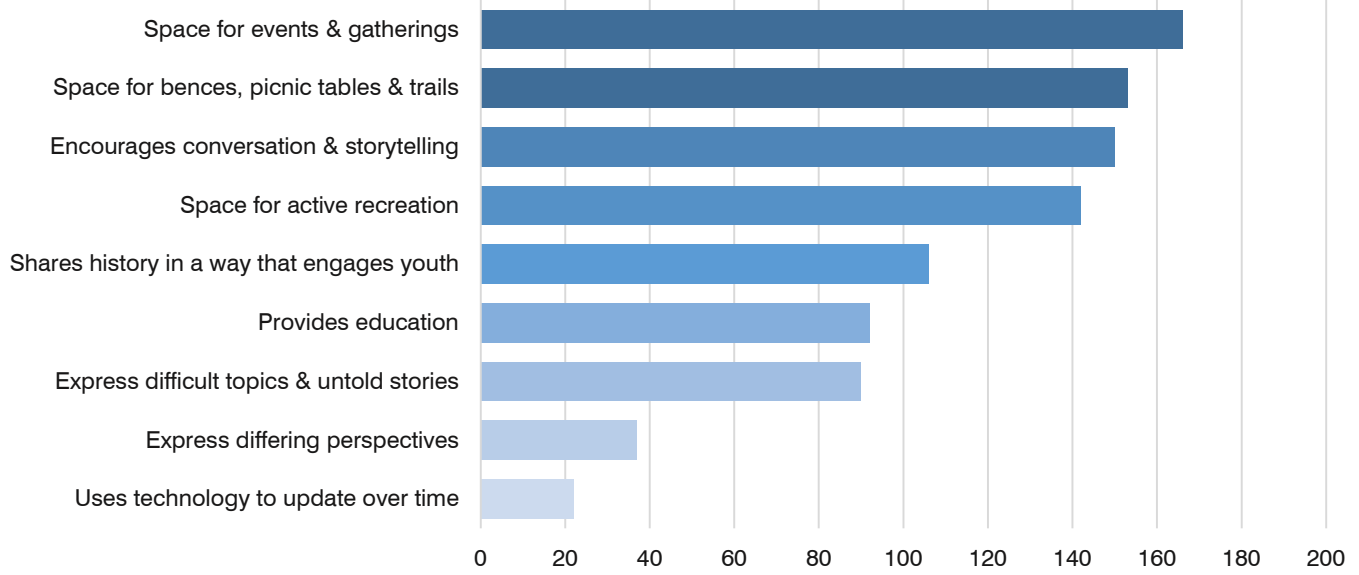
Three images were received from the public.

Survey II

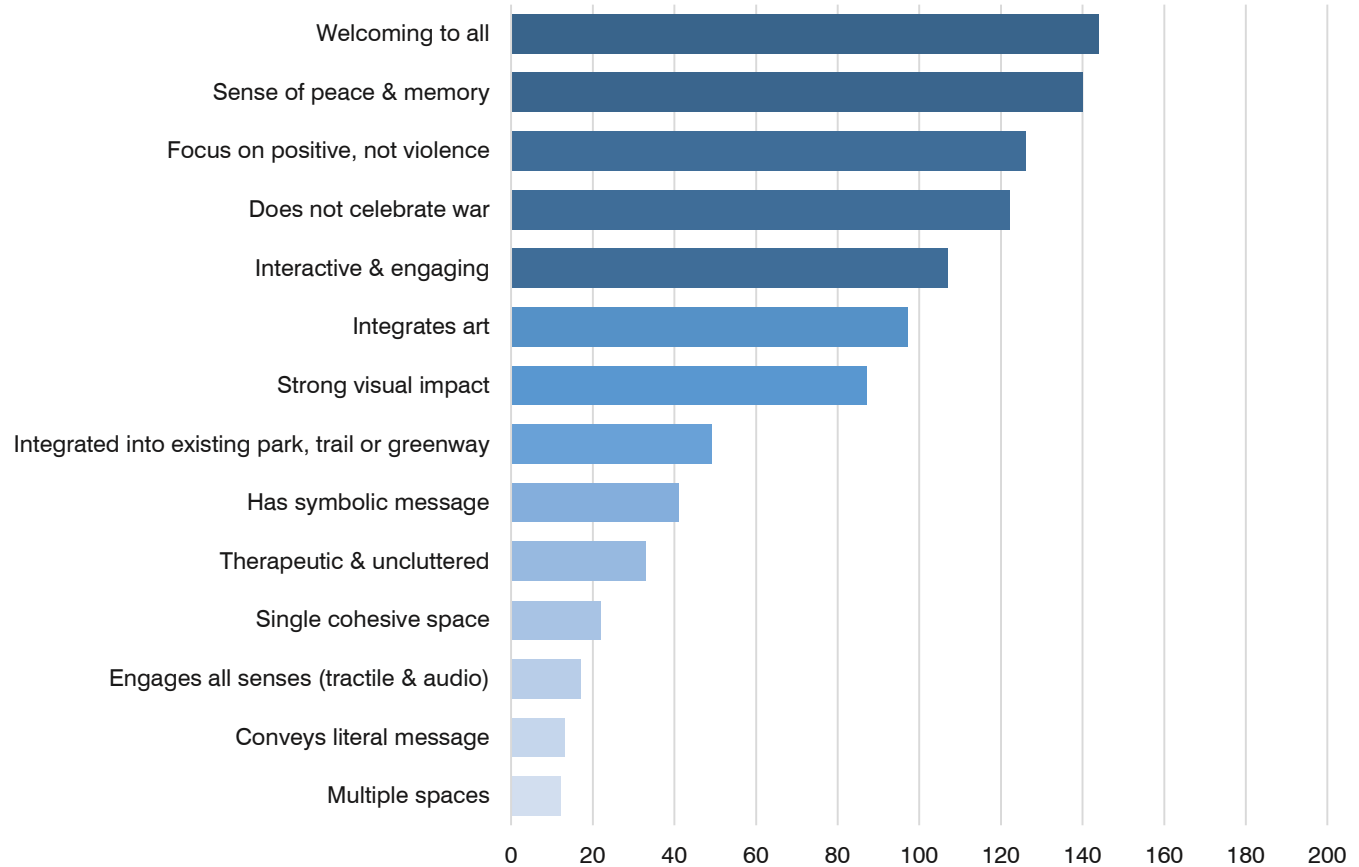
The second survey was released to the public on February 10, 2020 and remained open for three (3) weeks. The major themes with supporting design objectives (gathered from all public comment) were presented and survey participants selected their preferred design objectives and who they felt the site should honor. The survey had seven (7) questions including a space to provide additional comments. 320 people took the survey with 37 additional comments and/or questions. Additional comments have been summarized below. Detailed comments can be found in the appendices section of this report. The following were the results from the survey:



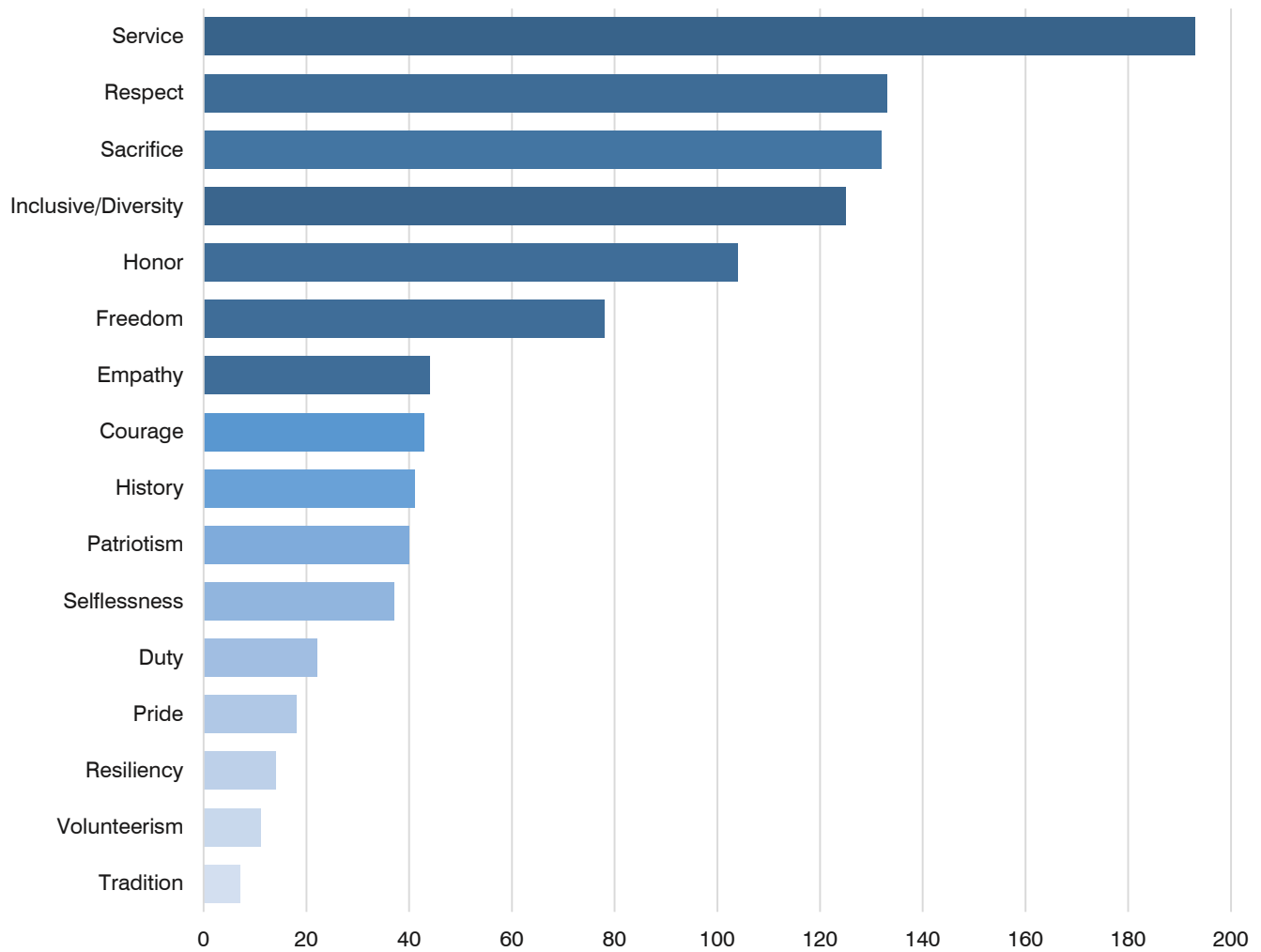
3. How should this memorial engage with people?



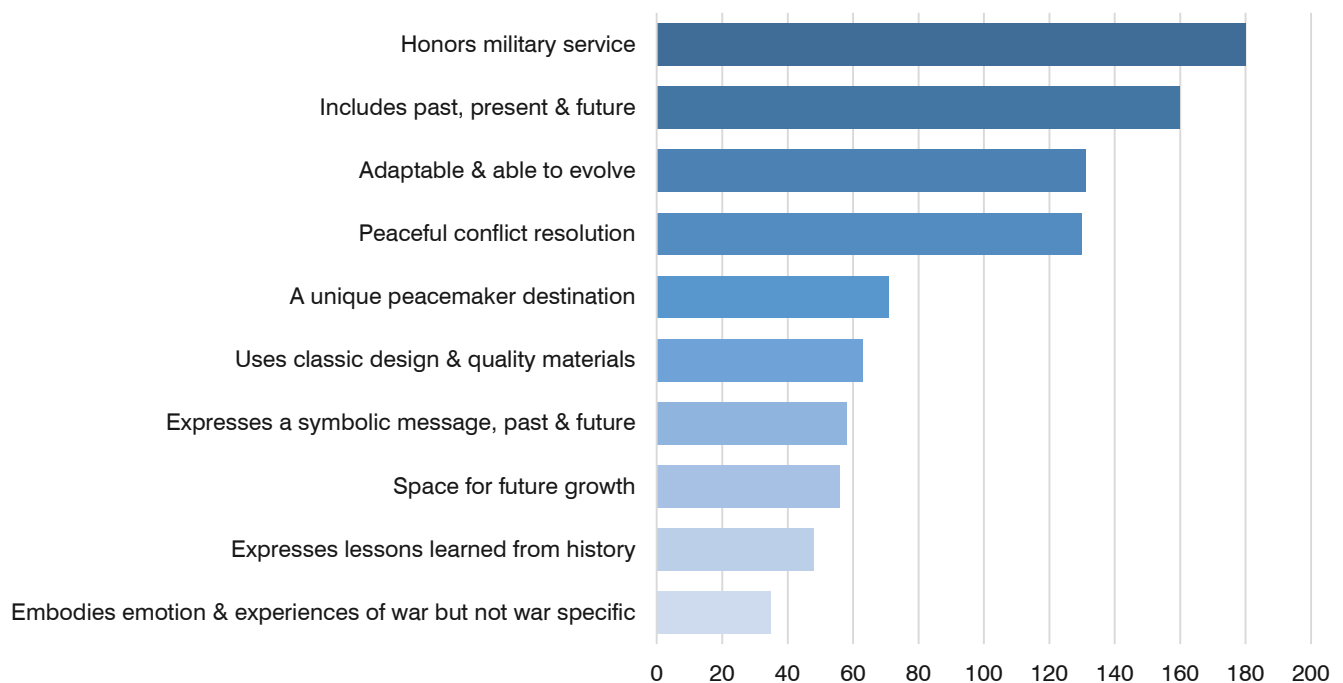
4. What experience should the memorial evoke?



5. What shared values would you like to see?



6. How should this memorial be timeless?

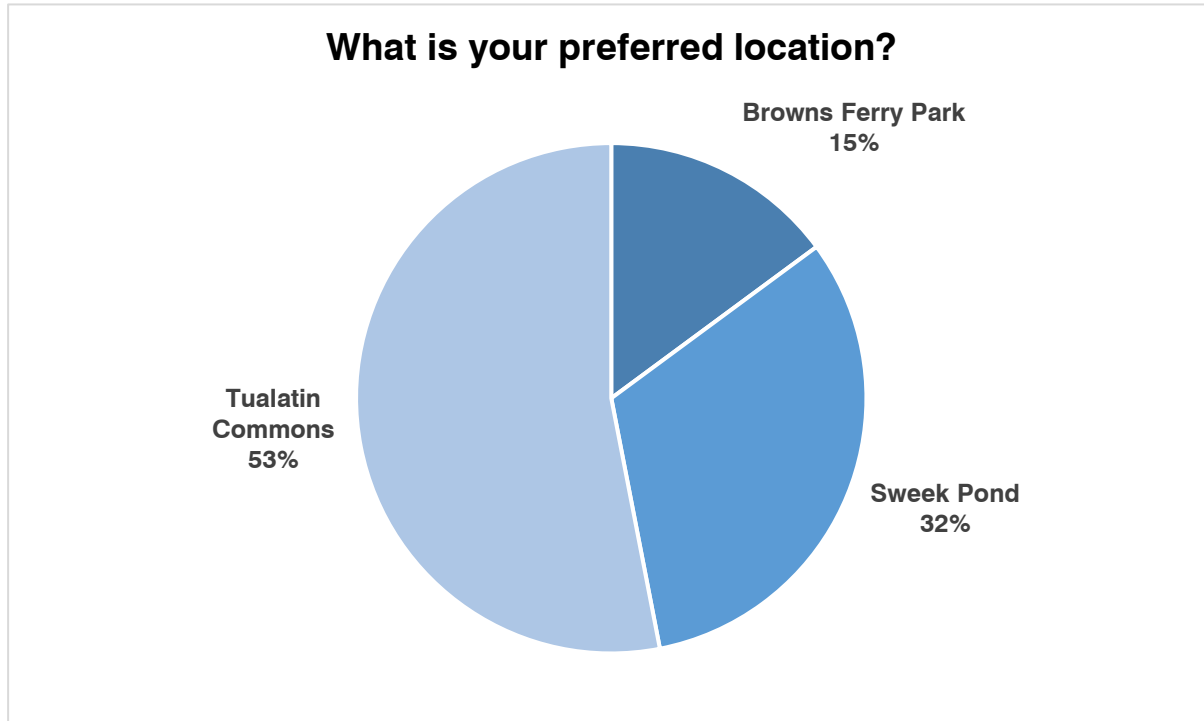


OTHER COMMENTS

- Peaceful, beautiful place with quiet spaces (5 comments)
- Thank you for honoring those who serve (4 comments)
- Money should go to helping homeless veterans/people (2 comments)
- Peace, Not War! Violence should not be glorified (2 comments)
- Stay away from politics and social engineering
- Only veterans should vote
- People should feel proud of USA, we are in the land of the free because of the brave
- The Confederated Tribes of Grand Ronde has a Veterans Board which might be able to come to the opening or support.
- Memorial for all vets, not only wartime vets
- Memorial to honor Vietnam - current veterans
- Women equal emphasis with men.
- Behind the scenes medical support veterans.
- Honor service animals within this memorial tribute.
- Recognize & Honor those who served the country from other nationalities
- The community must commit to the costs for upkeep and update in perpetuity.
- Private financing only. No Tualatin City funds
- Something that appeals to kids and teaches about history
- 2 sites- one for military and another for first responders
- Educational and patriotic.
- Instructive of our past and present freedoms and how they are preserved.
- Something with trails
- Accessible
- Parking available for folks with limited mobility
- Would not like this to get political or embrace dissidents!
- I like what Beaverton has done to honor currently serving Beavertonians. (placing banners with their name and military branch along roadways).
- Shame that, VFW, American Legion do not put up American Flags on Memorial and Veterans Day

Survey III

The third survey was released to the public on April 17th, 2020 and remained open for three (3) weeks. The survey introduced site concept diagrams for Brown's Ferry Park, Sweek Pond Natural Area and Tualatin Commons. The diagrams incorporated the site program/ design program collected at the Stakeholder Advisory Committee Meeting #3. 262 people took the survey with 79 additional comments. Additional comments have been summarized below. Detailed comments can be found in the appendices section. The following were the results from the survey:



OTHER COMMENTS

- Most comments were to reiterate their vote: Tualatin Commons (25 comments), Sweek Pond (10 comments) and Brown's Ferry Park (4 comments)
- Other comments were to say where it should NOT be: Brown's Ferry Park (5 comments) and Tualatin Commons (1 comment)
- Peace not war- needs to be respectful (8 comments)
- Great ideas and site options (4 comments)
- Thanks for allowing community to vote (4 comments)
- Thanks for honoring military/ veterans (3 comments)
- Focus needs to be on patriotism (2 comments)

Memorial Themes & Objectives

Who the Memorial should Honor

Through outreach and engagement with the community, it was clarified who the memorial should honor.

HONOR

Show respect and regard for:

- All military service members & branches
- Military family members
- Freedom & peace, not war
- Hidden heroes (civilian support)

Themes & Objectives

Through outreach and engagement with the community, five (5) core themes and associated objectives proved to be fundamental to the vision and concepts for the memorial:

CONNECTION

Sense of community and belonging; feeling that one matters; commitment to one another.

- Recognizing all who have served & sacrificed
- Honors families & others affected
- Empathy & understanding for veterans experiences
- Celebrates community

EXPERIENCE

Connection to the space by engaging the senses.

- Welcoming to all
- Sense of peace & memory
- Focus on positive, not violence
- Does not celebrate war
- Interactive & engaging

ENGAGEMENT

Captures attention and promotes active interaction with visitors.

- Space for events & gatherings
- Space for benches, picnic tables & trails
- Encourages conversation & storytelling
- Space for active recreation

SHARED VALUES

Common beliefs, ethics, concepts or principles that are important and lasting.

- Service
- Respect
- Sacrifice
- Inclusive/ diversity
- Honor

TIMELESS

Considers the past, present and future; has relevance for generations; can change over time; remains adaptable.

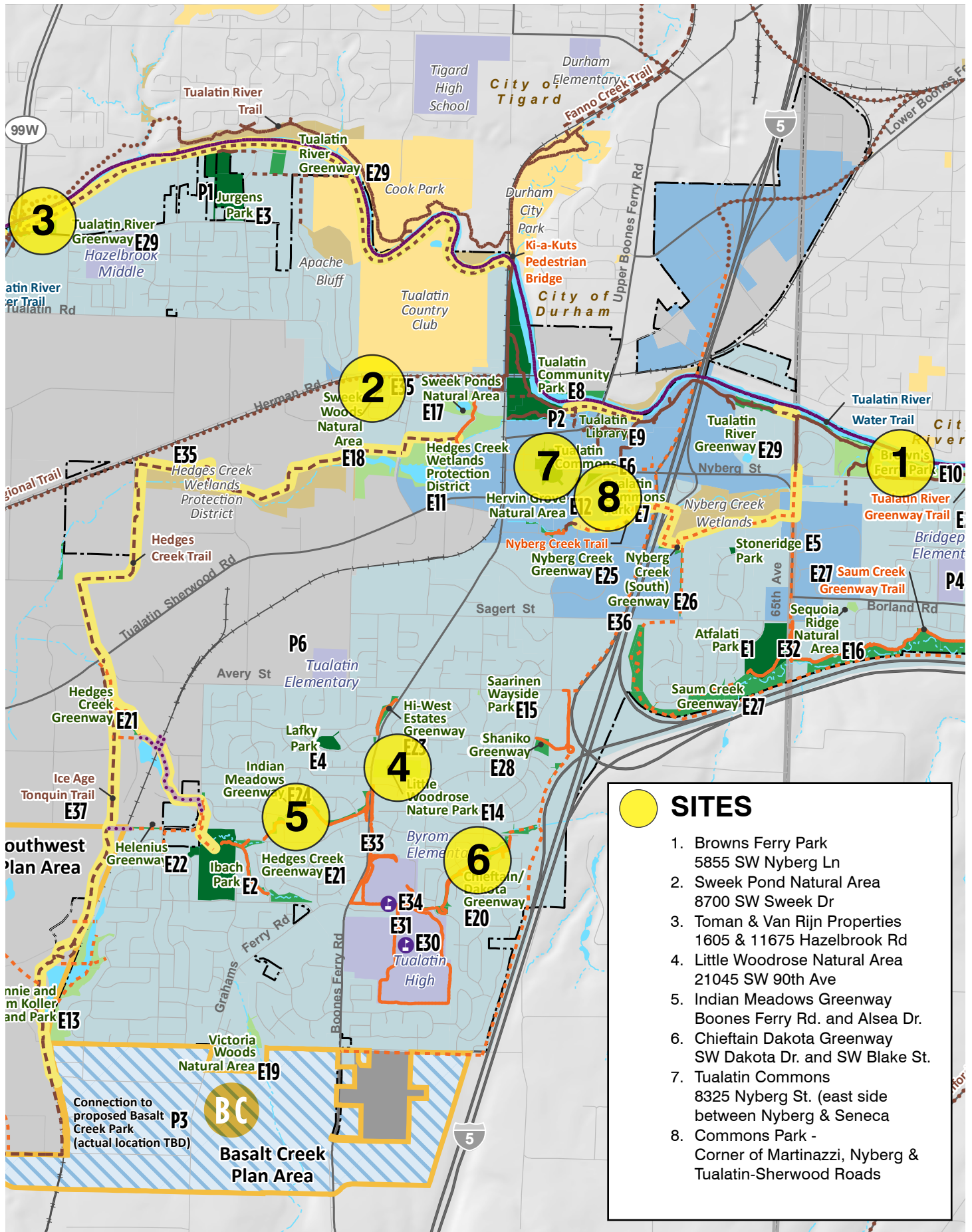
- Honors military service
- Includes past, present & future
- Adaptable & able to evolve
- Peaceful conflict resolution

Who the memorial should honor, and the themes and objectives selected, were used to create a design program for the memorial space and directly informed the site selection process.

Site Assessment

Multiple parkland and City property locations were considered and eight (8) sites advanced for consideration. The consultant team prepared site assessments for each site, with supporting documentation provided by the City. This information was presented at the Stakeholder Advisory Committee Meeting II and Community Engagement Meeting II. At these meetings, participants gave feedback on additional site information including opportunities and constraints.







Site 1: Brown's Ferry Park

5855 SW NYBERG LANE / NATURAL AREA PARK

Background Information

Brown's Ferry is a 28.33 acre natural area park located on the Tualatin River in east Tualatin. The park provides river access and passive recreation such as walking, picnicking, and wildlife viewing. Site features subtle grade changes with a variety of open greenspace, grassy fields, forest cover and habitat areas for wildlife and wetlands. The park is well used and connected to adjacent neighborhoods. Seasonally the park provides kayak rentals and a summer art program. There is on-site parking at the west end and next to the community center at the east end of the site. Site has a public restroom and water. Areas in high use have lighting and electrical.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the Tualatin River, creek and wetlands
- Surrounded by Residential neighborhoods
- Visible from Nyberg Rd; not high traffic

Future Master Plan Initiatives

- Stabilize banks of Tualatin River and Nyberg Creek with native vegetation
- Redevelop portions of Park to facilitate programs and events



SITE OPPORTUNITIES

- Wooded
- Trees/ greenery
- Site on the river with a boat dock
- Restrooms
- Lots of sites within park
- Quiet/ peaceful
- Calming
- Other reasons to visit the site
- Big spaces and open areas
- Paved surfaces
- Trail – connection within and one

SITE CONSTRAINTS

- Middle of no-where – car access only
- Willowbrook Art Camp – summer camp noise could be disruptive
- Flood risk- could have wet ground
- Isolated
- High bank – not visible

ADDITIONAL SITE INFORMATION

Tualatin City Offices / 1.2 miles by car

Access to Public Transit / 0.80 miles

Parking / Yes

ADA Accessibility / Yes

Water Access/Views / Access to Tualatin River via established boat launch, views to river, creek, on-site wetlands & ponds

Existing Pedestrian Walkways / Yes (Concrete & Soft Surface)

Tree Cover / Yes

Ambient Noise / Quiet, minor traffic (Nyberg Rd.)

High Visibility into Site / Visible from Nyberg Rd.

Close Proximity to /

- Legacy Meridian Medical Center
 - Bridgeport Elementary School
 - SW Nyberg Rd. commercial district
 - Stafford Hills Athletic Club
-

Demographics /

- Population Density: Medium density (4089/mi²)
- Nearby neighborhood at south side of Nyberg (near the hospital): high density (10,000+/ m²)
- Median Income by neighborhood: \$114,766 & nearby neighborhood: \$35,107
- Race and Ethnicity: 87.5% White, 3.8% Hispanic. 8.7% Other



Site 2: Sweek Pond Natural Area

8700 SW SWECK DR. / NATURAL PARKS & AREAS

Background Information

Sweek Pond Natural Area is a 7.91 acre site located in central Tualatin. The Trail Heritage Center is located on-site; parking is shared with the Police Department and Municipal Court. The site provides passive recreation including walking, and wildlife viewing by way of an established interpretive trail system that loops around the pond. The site is heavily wooded, with a few designated lookouts to the pond. A variety of interpretive panels showcasing “Birds! High & Low,” “An Urban Wetland,” “Tribal Homelands,” and other site features or local heritage are distributed throughout the site. No restrooms are available.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the trail
- Overlooked and in close proximity to apartment buildings, trees provide buffer in many areas of the site; path is exposed to and abuts properties along southern edge
- Opportunity to partner with Heritage Center for educational opportunities
- Ample parking in shared lot
- Walking distance from town
- Site has limited visibility from Tualatin Rd/ Sweek Dr
- No site lighting, water or electrical observed on-site



SITE OPPORTUNITIES

- Wooded
- Quiet / secluded
- Lots of parking
- Could bring life to this site
- Water/pond
- Great space next to heritage center
- Good access
- Connection w/ heritage center – on heritage center property

SITE CONSTRAINTS

- Isolated
- Lacks public transport
- Gravel pathway
- Wetlands
- Removal of tree

ADDITIONAL SITE INFORMATION

Tualatin City Offices / 0.70 miles by car

Access to Public Transit / 0.40 miles

Parking / Yes

ADA Accessibility / Yes

Water Access/Views to pond only

Existing Pedestrian Walkways / Yes (Concrete, Soft Surface)

Tree Cover / Heavily wooded

Ambient Noise / Quiet, minor vehicle traffic (SW Sweek Dr.)

High Visibility into Site / No

Close Proximity to /

- Tualatin Parks and Recreation Office
 - Tualatin Community Park
 - Van Raden Community Center
 - Police Station
 - Apartments
 - Heritage Center
-

Demographics /

- Population Density: Low 2061/ mi²
- Median Income: \$42,037 and the adjacent neighborhood is \$62,434
- Race and Ethnicity: 62.5% White, 27.1% Hispanic, 10.4% Other



Site 3: Toman & Van Rijn Property

11605 & 11675 HAZELBROOK RD / NATURAL AREAS

Background Information

Toman & Van Rijn properties is a 3.15 acre site located in Northwest Tualatin, bound by 99W to the west, Tualatin River to the north and SW Hazelbrook Rd. to the south. Site features easy river access for kayaks and canoes at establish boat launch, designated parking at trail head with additional on-street parking. The site is a mix of open space and trees. Buildings include the Tualatin Riverkeepers, a non profit organization that protects and restores the Tualatin River Watershed. No restrooms are available.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the Tualatin River
- Large open green area due to recent construction work (pipe installation?). Re-vegetation underway.
- Access to boat launch under overpass (99W)
- No site lighting, water or electrical observed on-site
- Appears to have limited use



SITE OPPORTUNITIES

- ADA accessible
- Sidewalk along side
- River with boat launch
- Trail
- Additional parking on the east side of the site

SITE CONSTRAINTS

- Accessible by car only
- No restroom
- Not visually pleasing
- Loud
- Under bridge
- Small
- School traffic
- Parking
- Access/isolated
- Noise
- Flooding
- Nothing else to do

ADDITIONAL SITE INFORMATION

Tualatin City Offices / 2.60 miles by car

Access to Public Transit / 0.60 miles

Parking / On-street and limited parking (3 spaces) at boat launch trailhead and Tualatin Riverkeepers

ADA Accessibility / Yes

Water Access/Views / Access & Views to Tualatin River via established boat launch

Existing Pedestrian Walkways / Yes (Concrete & Soft Surface)

Tree Cover / Along riverbanks and street only

Ambient Noise / Noisy due to traffic on 99W

Visibility into Site / Yes from 99W

Close Proximity to /

- RV Park, Apartments (across street)
- Toman Offices
- Hazelbrook Middle School

Demographics /

- Population Density: Low 1537/ mi²
- Median Income: \$62,434
- Race and Ethnicity: 85.6% White, 10.3% Hispanic, 4.1% Other



Site 4: Little Woodrose Natural Area

Background Information

Little Woodrose Nature Park is a 6.55-acre natural area located in central Tualatin. The site offers surrounding residential uses access to nature, shade, trails and mature vegetation. The site is densely wooded with a soft surface loop trail and a short hard surface, accessible trail on West side.

Other Site Observations

- Steep grades & stairs (must use stairs at east entrance); may make it difficult to place ADA paths without compromising natural area
- Probable environmental restrictions and sensitive areas
- Residential neighborhood at east entrance and busy road at west
- Need to explore parking (i.e.. a few spots off Boones Ferry Road?)
- Presence of invasive species that needs to be mitigated
- Trail loops close to residential properties along SE side
- Church provides access to trail

Master Plan Goals

Site recommendations for Little Woodrose Nature Park focus on stewardship to address deferred maintenance and natural area restoration and associated maintenance activities.

- Plant site with native vegetation.
- Rebuild trail, entry, and stairways throughout the park and entryways.
- Improve overall ADA access as part of all trail improvements.
- Provide safety lighting.
- Replace amenities and facilities at end of life cycle



1



2



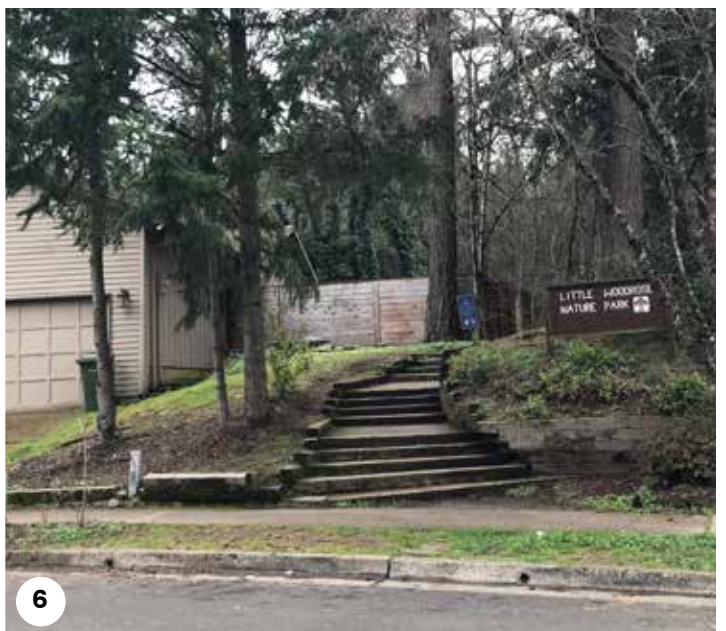
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6

SITE OPPORTUNITIES

- Accessible – Boones Ferry Road
- Welcoming
- Not developed - underutilized
- Public transit – Bus stop nearby
- Wooded
- Peaceful & quiet
- Scenic
- Access BF Road
- Large space

SITE CONSTRAINTS

- Not much parking
- No water access
- Might not want to disturb the natural feeling
- Elevation and slopes
- No restroom
- Most of site is not ADA accessible
- Stairs
- Boones Ferry is too busy
- You would have to pave over natural area for parking and trail
- Would cost money to upgrade
- Not a clean slate- would take a lot of work to fix
- Neighbors would be unhappy with the development
- Doesn't feel safe as there have been attacks in this park
- Drug deals in this area
- No lights

ADDITIONAL SITE INFORMATION

Distance from Tualatin City Offices / 1.70 miles by car

Access to Public Transit from Site / 0.10 miles

Parking / on residential streets at east entrance only

ADA Accessibility / No

Water Access/Views / No

Existing Pedestrian Walkways / Yes (Soft surfaces)

Tree Cover / Heavily Wooded

Ambient Noise / Very Minor Vehicle Traffic

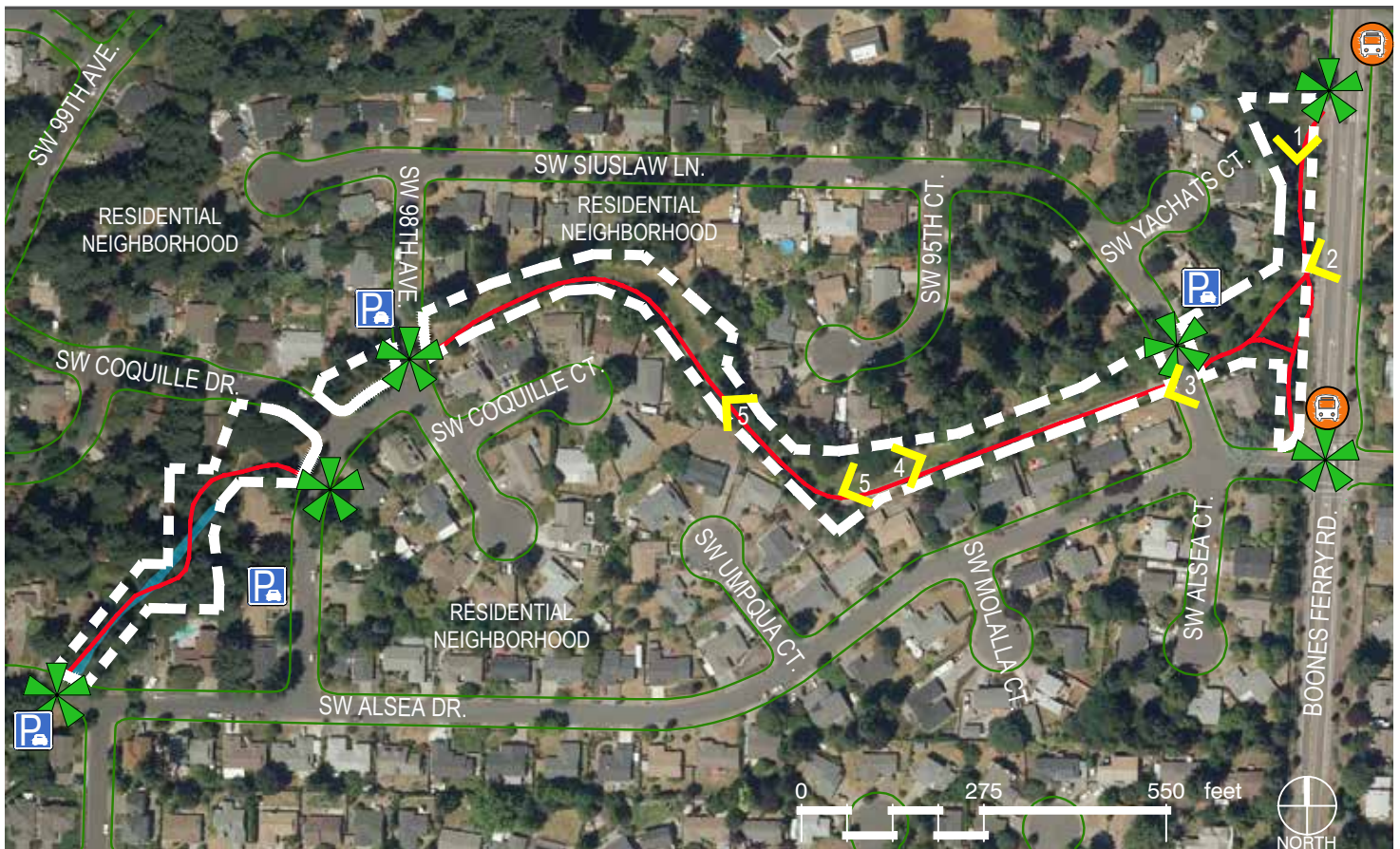
High Visibility into Site / No due to trees

Close Proximity /

- Tualatin Presbyterian Church
 - Indian Meadows Greenway
-

Demographics /

- Population Density: Med population density 6302/ mi²
- Median Income by neighborhood: \$91,713
- Race and Ethnicity: 75.3% White, 11.1% Hispanic, 13.6% Other



Site 5: Indian Meadows Greenway

Background Information

Indian Meadows Greenway is a 0.45-acre site located in Central Tualatin near Little Wood Rose Nature Park. The trail meanders through a residential neighborhood and connects to other greenways, and eventually Ibach Park. Site has a few dispersed openings throughout and a larger open green space that parallels Boones Ferry Rd.

Other Site Observations

- Minimal amenities
- Bus stop nearby
- Site is generally flat and appears to be ADA accessible



1



2



3



4



5



6

SITE OPPORTUNITIES

- A progression – could have small stations
- Flat and accessible
- Boones ferry well-traveled road

SITE CONSTRAINTS

- In backyards
- Vandalism because not well lit
- Near playground
- Boones ferry too busy
- Too residential – neighbors would not like lots of people
- Not enough pass throughs
- Not safe to have access into site for parking off Boones Ferry
- No parking lot - If buses were to come, they would have to park in residential
- No facilities

ADDITIONAL SITE INFORMATION

Tualatin City Offices / 1.70 miles by car

Access to Public Transit / 0.10 miles

Parking / On residential streets only at trail crossings

ADA Accessibility / Yes

Water Access/Views / -

Existing Pedestrian Walkways / Yes (Concrete,Soft Surface)

Tree Cover / Mix of trees and open spaces

Ambient Noise / Minor, only at street crossings & along Boones Ferry Rd.

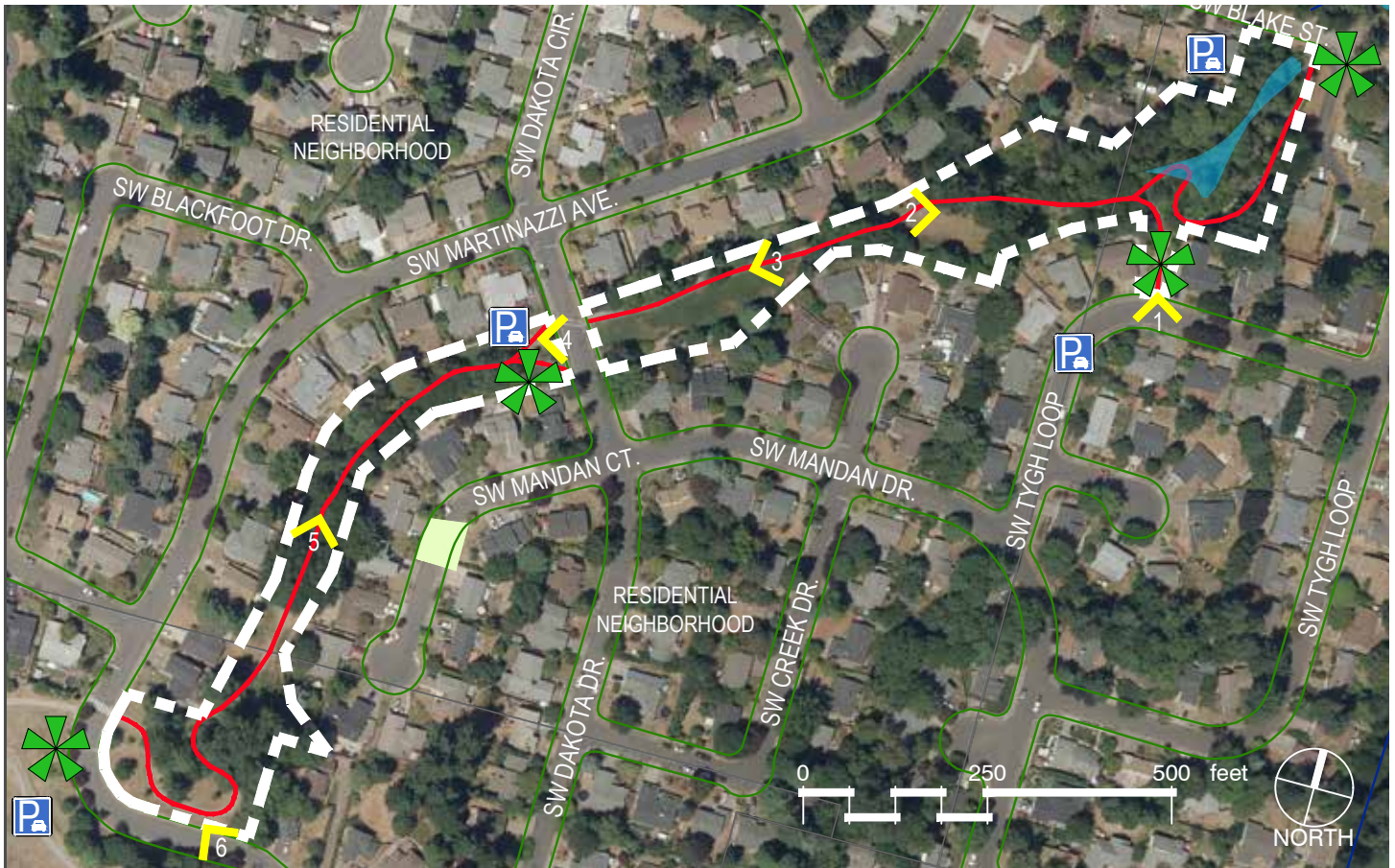
High Visibility into Site / Yes at street crossings & when paralleling Boones Ferry Rd.

Close Proximity /

- Little Woodrose Nature Park

Demographics /

- Population Density: Low 981/ mi²
- Median Income: \$88,839
- Race and Ethnicity: 78.9% White, 15.3% Hispanic, 7.8% Other



Site 6: Chieftain Dakota Greenway

Background Information

Chieftain Dakota Greenway is a 1.36 acre and 1.59 acre, 2 tax lot site in Central Tualatin. The greenway connects Tualatin High School residential neighborhoods and Blake Creek. The greenway transitions from wooded (near high school) to grassy open areas (near Dakota). For most of it's length, residential properties abut the greenway

Other Site Observations

- There might be environmental restrictions associated with creek
- Located near Tualatin High School
- Crossing at SW Dakota Dr. has been upgraded to include articulated crosswalk and removable bollards
- Located between residential properties
- Site is generally flat until SW Dakota Dr. when it gains elevation until the High School
- Creates strong connection to residential neighborhood



SITE OPPORTUNITIES

- A progression – could have small stations

SITE CONSTRAINTS

- Too linear
- Not on the beaten path
- Swamp areas - too wet in the top of the trail and the bottom
- Residential - only on street parking
- Too nestled in – it feels like people’s backyard
- No possibility for gathering space
- Students/ vandalism & misbehavior
- The path at the southern part of site is not ADA
- No public transit – have to drive
- Downhill curve is not visible
- No central area

ADDITIONAL SITE INFORMATION

Tualatin City Offices / 1.80 miles by car

Access to Public Transit / 0.60 miles

Parking / On residential streets only

ADA Accessibility / Yes

Water Access/ Views / Views to a creek

Existing Pedestrian Walkways / Yes (Concrete,Asphalt)

Tree Cover / Mix of trees and open spaces

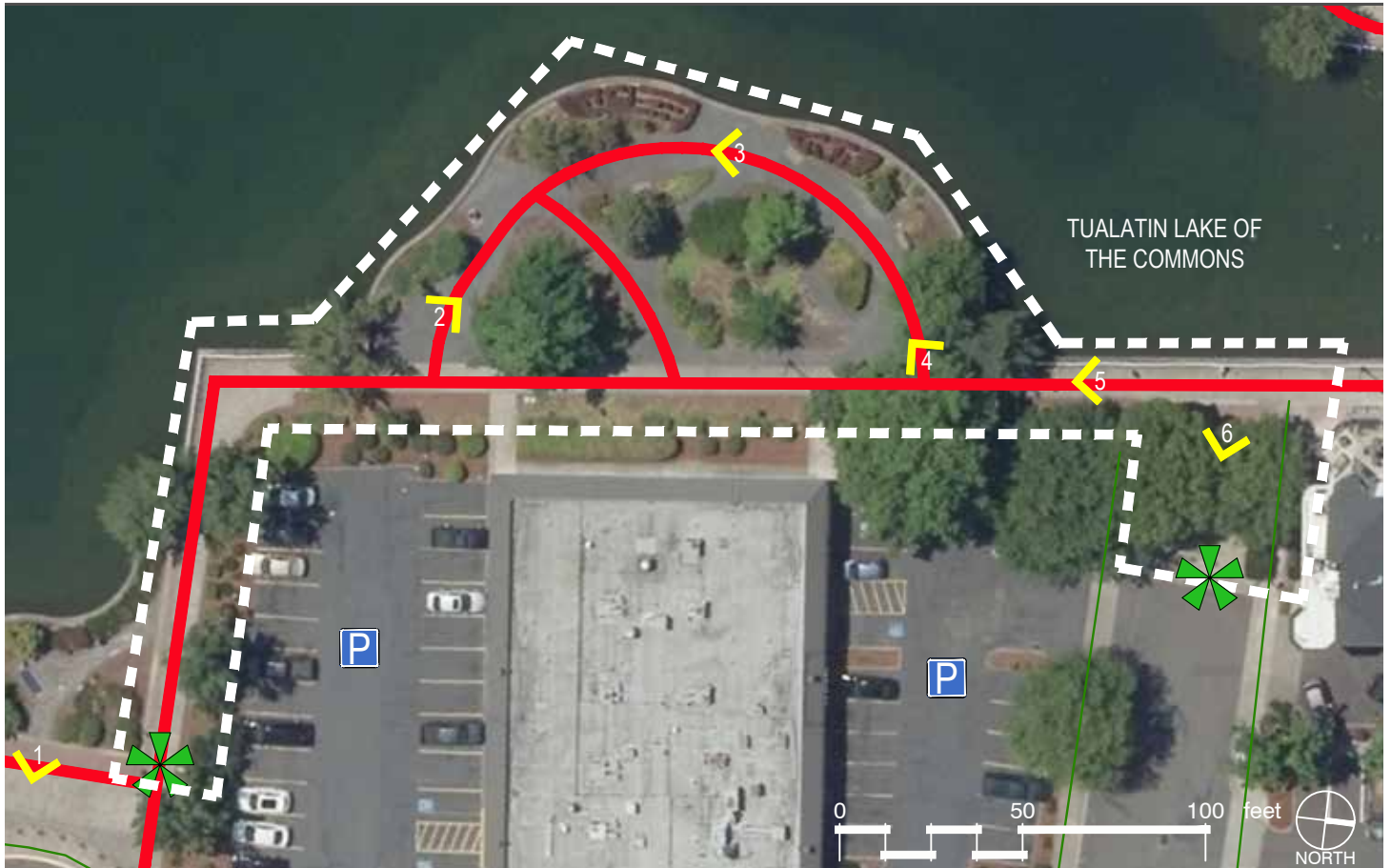
Ambient Noise / Minor, only at street crossings

High Visibility into Site / At street crossings only

Close Proximity / Tualatin High School

Demographics /

- Population Density / Low population density 1346/ mi²
- Median Income by neighborhood: \$91,713
- Race and Ethnicity: 78.9% White, 15.3% Hispanic, 7.8% Other



Site 7: Tualatin Commons

8325 NYBERG ST (EAST, BETWEEN NYBERG & SENECA) / COMMONS

Background Information

Tualatin Commons is a 5.17 acre plaza surrounding the lake in the heart of city. The Commons host many special events including Pumpkin Regatta, Starry Nights and Holiday Lights, and the Concerts and movies on the Commons. The site under consideration is located on the East side of the lake, accessed from the pedestrian walkway that loops the lake and two adjacent surface parking lots. The space overlooks the lake and has pedestrian walkways with seating and pocket plantings.

Other Site Observations

- Prominent site and heavily used with shops/restaurants nearby
- Site paving and landscaping is fatigued and needs upgrades
- Lighting and electrical hookups
- Water fountain nearby and restrooms on other side of pond

Master Plan

Site recommendations for the site focus on overall reinvestment, enhancing the fountain, and maintaining to the original design standards

- Aerate the lake or improve water circulation to upgrade water quality.
- Renovate or replace the surface, system, plumbing, and spray heads at fountain.
- Renovate, improve, and install additional restrooms and storage space.
- Consider addition of non-slip surfacing to improve pedestrian safety.
- Replace amenities and facilities at end of life-cycle.



SITE OPPORTUNITIES

- Central location
- Accessible by public transportation
- Easily accessible
- Very well attended
- Visible
- Water
- City parking lots adjacent to site
- There is a need to redevelop the entire block
- Hotel access and office buildings
- Level site
- Could consider combining commons with commons park site as a singular site
- Walking distance to library and VFW
- Easy access to other trails (Tualatin Community Park, Parks Department, etc.)

SITE CONSTRAINTS

- Too busy and hassle to get to | not conducive for peaceful/reflective space
- Loud
- Spatially small
- Walkway runs through space
- Does it fit in with core of lake? May feel intrusive if not its own thing
- Parking is difficult
- Long walk from other side of commons where accessibility is better
- No public restrooms (closest is library or other side of commons)
- Bus access and parking in adjacent lots difficult
- Needs a covered meeting space
- Lake not an asset because of what is around it; space could be a placemaker if associated an ancillary facility (i.e. building/interior space)
- Not a lot of room for expansion

ADDITIONAL SITE INFORMATION

Tualatin City Offices / .20 miles by car

Access to Public Transit / .20 miles

Parking / Ample free parking in surface lots

ADA Accessibility / Yes

Water Access/ Views / Views to Tualatin Lake

Existing Pedestrian Walkways / Yes (Concrete)

Tree Cover / Partial

Ambient Noise / Minor Nearby Vehicle Traffic

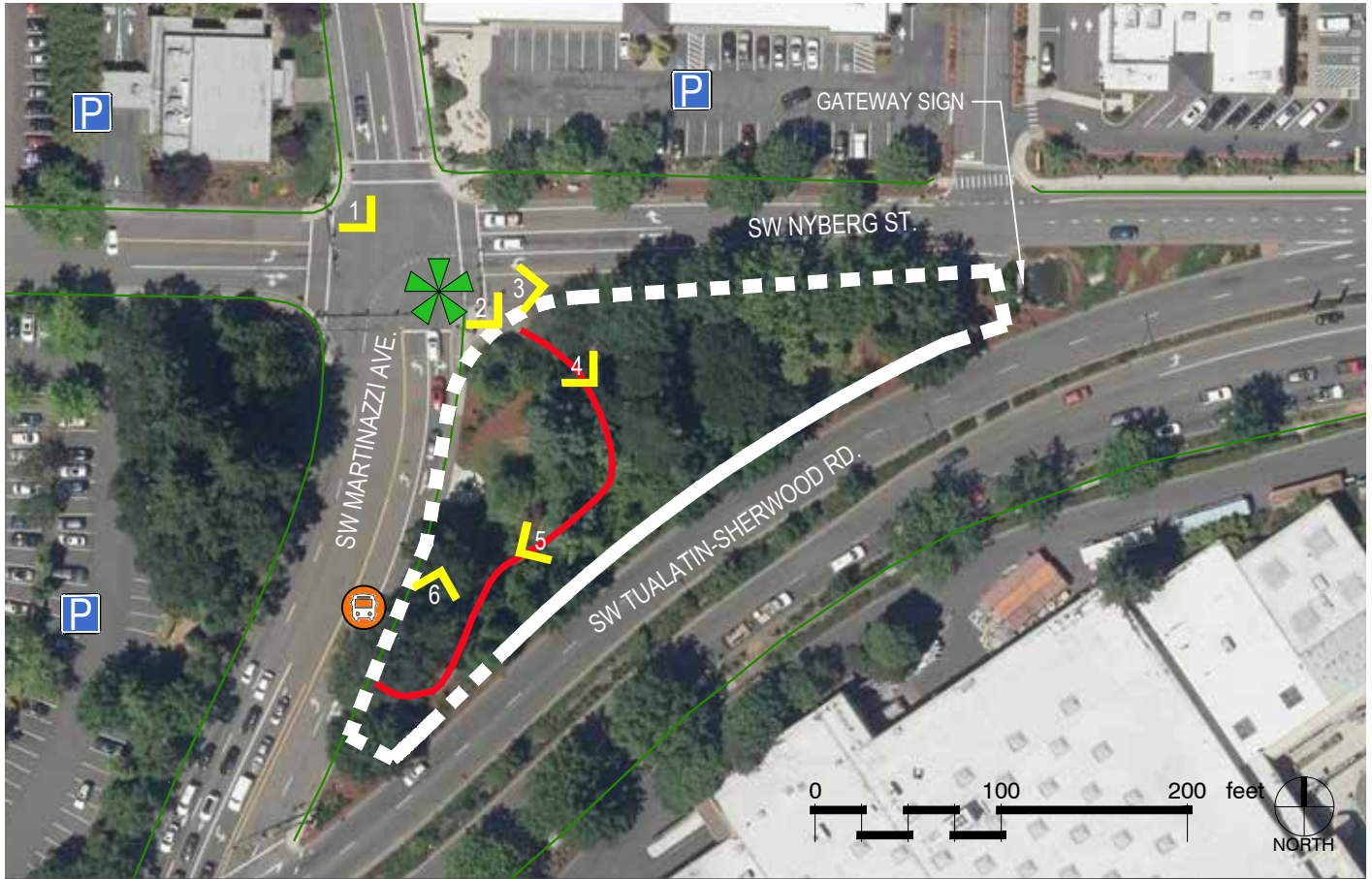
High Visibility into Site / Strong views to site from parking lots and Northern access road

Close Proximity /

- Central Business Core
 - Commons Park
-

Demographics /

- Population Density: Low population density 1278/ mi²
- Median Income by neighborhood: \$42,307
- Race and Ethnicity: 62.5% White, 27.1% Hispanic, 10.4% Other



Site 8: Commons Park

CORNER MARTINAZZI, NYBERG AND TUALATIN-SHERWOOD ROADS / COMMONS

Background Information

Tualatin Commons Park the “Gateway to Tualatin,” located near Interstate 5 along Nyberg Road. It host gateway signage, with strong visibility to traffic coming from the east. The park provides art and passive opportunities. It is bound on all sides by busy streets with two pedestrian connections at northwest and southwest corners. The site is underused, likely due to difficulty of access.

Site Observations

- Shops and restaurants nearby
- Open lots for parking nearby but very difficult to cross busy street
- Potential to explore parking along SW Nyberg Street by removing a traffic lane or taking from the site
- Bus stop at site (SW Martinazzi Ave.)
- Site paving and furnishing are fatigued
- Mature trees throughout
- First park people will see entering Tualatin

Master Plan

Site recommendations focus on maintenance, safety, and adding new touches that enhance its function as a visible gateway.

- Improve sight lines into park.
- Improve site drainage.



SITE OPPORTUNITIES

- Wooded
- Isolated and its own space - could make the whole “island” an experience
- Could remove lane and provide parking and street crossing width
- SW Tualatin-Sherwood Road is under redesign (remove divider with road expansion)
- Natural barrier at edges
- Visible, everyone knows where it is
- Opportunity to change name
- Could re-time crosswalk signals to improve access
- Strong visibility from cars
- Amenities nearby

SITE CONSTRAINTS

- Too noisy & busy (difficult to concentrate on anything)
- Limited parking immediately adjacent to site
- Access to site is difficult / hard to get to (SW crosswalk is long and scary!, long wait times, have to cross busy streets to get to)
- Air quality poor due to idling cars
- Not a strong visual connection into site, so perceived safety issues
- No room for a building
- Not a people place, better appreciation from the car

ADDITIONAL SITE INFORMATION

Tualatin City Offices / .20 miles by car

Access to Public Transit / 0 miles (on-site)

Parking / Free parking available in surface lots nearby, but no parking at site

ADA Accessibility / Yes

Water Access/Views / No

Existing Pedestrian Walkways / Yes (Concrete)

Tree Cover / Mix of trees and open spaces; more dense vegetation along streets

Ambient Noise / Loud; heavy vehicle traffic from Sherwood Rd. & Martinazzi Ave.

High Visibility into Site / vegetation limits views

Close Proximity /

- Central Business Core
 - Tualatin Commons
-

Demographics /

- Population Density: Low population density 1278/ mi²
- Median Income by neighborhood: \$42,307
- Race and Ethnicity: 62.5% White, 27.1% Hispanic, 10.4% Other

Design Program

Programming

At Stakeholder Advisory Committee Meeting III, members were guided through a programming activity to brainstorm project elements for the future memorial site. As illustrated below, the resulting design program:

1. Identifies program elements or a list of uses/improvements for the site that have physical attributes
2. Establishes metrics for program elements such as quantity or size
3. Describes spatial qualities needed to accomplish objective(s)
4. Shares design ideas of ways objective(s) can be expressed physically

Content was generated using key themes and objectives that arose from Stakeholder Advisory Committee Meetings, Community Engagement Meetings and Surveys (see example) and provided objective criteria to assess site suitability.

EXAMPLE

Objective: provide space for events & gatherings

1. Program Element: Gathering Space
2. Metric: provide a space with a capacity of 50 people standing
3. Spatial Qualities: large, flexible open space; quiet; visible
4. Design Ideas: Open lawn, plaza, etc.

Design Program

Program Elements	Metrics	Spatial Qualities	Design Ideas
Gathering space Power source Stage	50 people standing/30 people sitting	Flexible/balance size with overall space	Stage
Intimate/Passive spaces with seating	2-3 people		Benches/sequence of smaller spaces/picnic tables (maybe temp.)
Space for solitude		Quiet/reflective/calming/peaceful	Water/reflective surface/plantings/colors
Space for personal storytelling		Passive	Small stage/platform Use technology - Digital storytelling - Social media (hashtag to share an experience) Partners with library and historical society
Dedication area	Inclusive of all		Various branches of service OR general so inclusive
Recreation space		Can accommodate activities/less structured	Not a sports court/ programmable space/trails/ land nav. course

Preferred Site Selection

Site Concept Diagrams & Preferred Site Selection

The consultant team used the design program to assemble Site Concept Diagrams for Brown's Ferry Park, Sweek Pond Natural Area and Tualatin Commons. Diagramming is conceptual only, intended to illustrate how a site could be developed. These diagrams formed the basis of Survey III. **Survey results selected Tualatin Commons as the preferred site for a future Tualatin Veterans Memorial.**

Next Steps

This report is the "road map" to Tualatin's Veterans Memorial, clearly outlining public sentiment and what is held as important and essential to this future community space. Next steps will building on these extensive outreach findings, with the development of concept designs for the Memorial, located at the preferred Tualatin Commons site. Through this Schematic Design phase, a consultant team will conduct additional public outreach and establish design intent for the memorial. Once a preferred schematic design is selected and associated costs outlined, funding opportunities can be determined for construction documentation and installation.





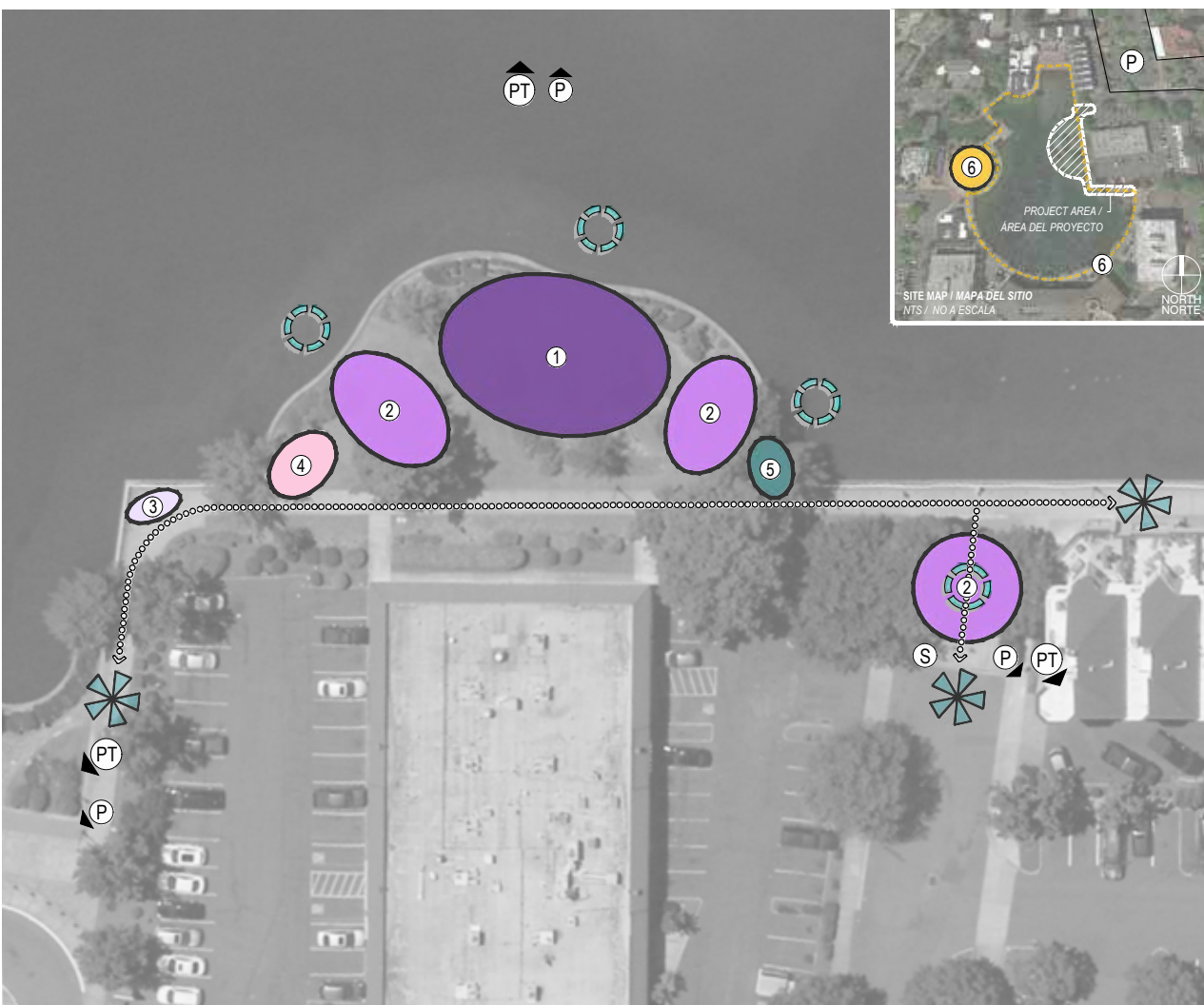
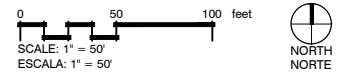
LEGEND / LEYENDA

- ① GATHERING SPACE
ESPACIO PARA REUNIONES
- ② INTIMATE/PASSIVE SPACE W/ SEATING
ESPACIO ÍNTIMO O TRANQUILO CON ASIENTOS
- ③ SPACE FOR SOLITUDE
ESPACIO PARA ESTAR A SOLAS
- ④ SPACE FOR PERSONAL STORYTELLING
ESPACIO PARA CONTAR HISTORIAS PERSONALES
- ⑤ DEDICATION AREA
ÁREA DE DEDICACIÓN
- ⑥ SPACE FOR RECREATION
ESPACIO PARA LA RECREACIÓN
- ⊕ INTERPRETIVE / PEACE ELEMENT(S)
ELEMENTO(S) INTERPRETATIVO / PAZ
- ★ ACCESS POINT
PUNTO DE ACCESO
- S SIGNAGE
SEÑALES
- P PARKING
ESTACIONAMIENTO
- PT PUBLIC TRANSIT
TRANSPORTE PÚBLICO
- ⋯ PEDESTRIAN CIRCULATION
CIRCULACIÓN PEATONAL

SWEEK POND

SITE CONCEPT DIAGRAM

DIAGRAMAS DE CONCEPTO DEL SITIO



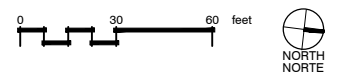
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- P PARKING
ESTACIONAMIENTO
- PT PUBLIC TRANSIT
TRANSPORTE PÚBLICO
- ⋯ PEDESTRIAN CIRCULATION
CIRCULACIÓN PEATONAL

TUALATIN COMMONS

SITE CONCEPT DIAGRAM

DIAGRAMAS DE CONCEPTO DEL SITIO



Appendices

Media Outreach

Media Outreach - Tracking

Date	Description	Engagements/Interactions
Jan 2020 Issue	Article in Tualatin Life	12,388 mailed
11/20/2019	Web Page on City Website Created	1,509 page views through 5/7/2020
11/20/2019	Banner on City Landing Page directing traffic to sub page	6,191 page views from 1/28-2/26
1/14-2/1	Survey 1 open to the public	106 responses/100% completion rate
1/15/2020	Veterans Memorial Concepts & Themes / Concepts y temas Meeting/Event Facebook post	864 people reached / 7 engagements
1/15/2020	Email Blast: meetings & survey 1	2534 Sends • 34% Open Rate • 6% Click Rate
1/16/2020	Nextdoor Post	1378 Impressions / 2 Thanks / 4 comments
1/22/2020	Article in Tualatin Times: digital & print	
1/24/2020	Meeting Tweet	2 likes / re-tweets
1/25/2020	Meeting Reminder Facebook Post	1,043 people reached / 30 engagements
1/29/2020	Meeting thank you Facebook Post	490 people reached / 24 engagements
1/31/2020	Site Selection Meeting/Event Facebook Post	675 views / 1 reaction
2/1/2020	Tualatin Today Email: Meeting on Calendar & Article	4,677 mailed 1,400 opened
Spring Issue	Article in Explore Tualatin	14,323 mailed
Feb 2020 Issue	1/4 Page add in Tualatin Life	12,388 mailed
2/1/2020	Survey request Facebook Post	607 views / 30 reactions
2/10/2020	Survey & Meeting Reminder Tweet	0
2/12/2020	Email Blast: meetings & survey 2	1450 Sends • 27% Open Rate • 10% Click Rate
2/14/2020	Christen Sacco Created Nextdoor events for the meetings	Invited 7500 residents
2/14/2020	Christen Sacco Posted Survey link on Nextdoor	Invited 7500 residents
2/14/2020	Christen Sacco Posted Survey link to Tualatin Moms Facebook group	1750 group members
1/15/2020	Survey & Meeting Reminder Facebook Post	450 views / 5 reactions
1/20/2020	Article in Tualatin Times: digital & print	
2/21/2020	Survey & Meeting Reminder & Thank You Facebook Post	315 views / 6 reactions
2/27/2020	Survey & Meeting Reminder & Thank You Facebook Post	611 views /16 reactions & 4 shares
2/6-3/1	"Survey 2 open to the public HS Social Studies teacher were alerted to the survey & students were asked to take it in class"	320 responses/100% completion rate
3/4/2020	Facility Pre-Design Meeting/Event Facebook Post	344 people reached
3/4/2020	SPANISH Facility Pre-Design Meeting/Event Facebook Post	456 people reached
4/17/2020	Email Blast: meetings & survey 3	1573 Sends • 31% Open Rate • 22% Click Rate
4/24/2020	Survey 3 request Facebook Post	98 views /10 reactions /1 share
4/24/2020	Christen Sacco Created posted survey on nextdoor	
4/24/2020	Christen Sacco emailed survey to Social Studies teachers at the high school	
4/24/2020	Christen Sacco Posted Survey link to Tualatin Moms Facebook group	1750 group members
4/30/2020	Survey 3 request Facebook Post	39 views / 7 reactions
4/17-5/7	"Survey 3 open to the public"	267 responses/100% completion rate



At The City of Tualatin, your thoughts matter. The Parks & Recreation Department is in the early conceptual planning stages for a Veterans Memorial and we are reaching out to the community to identify a site, themes, concepts, and thoughts that will serve as a guide to bring this plan to reality.

Please come share your thoughts

We like to invite and encourage you to participate in the community discussion. Please join us to share your ideas on this topic and enjoy some refreshments during a series of meetings. Each will focus on a different aspect of the project. We hope you will join us at one or all three!

Tualatin Public Library Community Room

Tuesday | Jan. 26 | 6:30 pm

Thursday | Feb. 20 | 6:30 pm

Thursday | April 2 | 6:30 pm

See website for meeting topics



Visit our website for more information



We hope you know, at The City of Tuslatin, your thoughts matter. Which is why we still want to hear from you! Please help us again by taking the new survey.

The Parks & Recreation Department is asking for your thoughts on the conceptual planning for a Veterans Memorial to help us identify a site, themes, and concepts that will serve as a guide to bring this plan to reality. Please take a moment to help us narrow down the important aspects of each theme by taking a brief survey. The information compiled in the survey comes from the veteran's memorial public engagement so far and we really appreciate all your input!

Please join us to share your thoughts

We like to invite and encourage you to participate in the community discussion. Please join us to share your ideas & enjoy some refreshments during a series of meetings. We hope you will join us at all of them!

Tuslatin Public Library Community Room

Site Consideration

Thursday | Feb. 20 | 4:30 pm

Facility Pre-Design

Thursday | April 2 | 6:30 pm



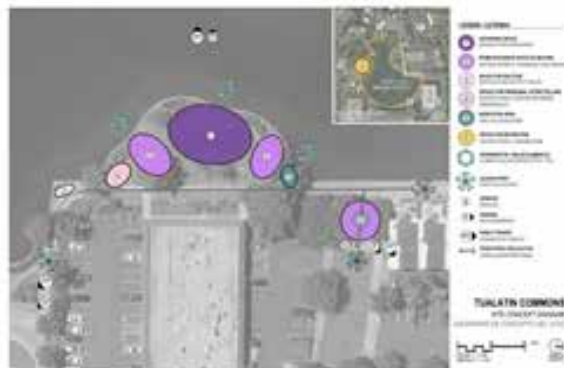
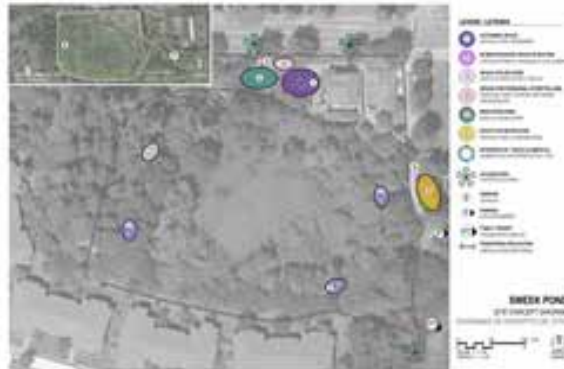
Visit our website for more information



We hope you know, at The City of Tualatin, your thoughts matter. Which is why we want to hear from you!

Please help us again by taking the final survey to determine the location of the Veterans Memorial. There are three locations to choose from and you can view them below. Then simply click on the link to the survey to select your preferred location.

Diagrams are a concept of what site might look like, but community engagement will happen in the future to decide final design.



Visit our website for more information

WHAT DOES A VETERANS MEMORIAL MEAN TO YOU?

TAKE THE SURVEY

share your thoughts

DON'T MISS THIS CHANCE TO SHARE YOUR IDEAS!

We want to hear from you! Please visit the link to take a quick survey <https://www.surveymonkey.com/r/FZW27F9>

Tag Photo Add Location Edit

4 4 Comments 1 Share

Like Comment Share

Most Relevant

Hayley Butler That depends on which war veterans you intend on memorializing! Which war is this to commemorate??

Like Reply Message · 13w

View 1 more reply

City of Tualatin - Government Hi Hayley, thanks for your interest! We really hope you will join us at the next meeting on 2/20 at 6:30 pm to learn more and share your thoughts on this topic. In the meantime please visit our website for more info <https://www.tualatinoregon.gov/recreation/veterans-creation/veterans-memorial>

Like Reply · Commented on by Kyla Cesca (1) · 13w

Hayley Butler I'm very interested in attending, since I have had a family member serve the US in every war since WWII and an older 2nd cousin who is a retired Army general

Like Reply · Message · 13w

Comment as City of Tualatin

WHAT DOES A VETERANS MEMORIAL MEAN TO YOU?

¿QUÉ REPRESENTA PARA USTED UN MONUMENTO CONMEMORATIVO?

Júntese con nosotros para debatir

Join the discussion

don't forget no olvides

Tuesday, January 28 | 6:30pm | Tualatin Library
martes 28 de enero | 6:30pm | Tualatin biblioteca

City of Tualatin - Government
 Published by Kyla Cesca (1) · January 25

Hope to see everyone on Tuesday to share your thoughts about concepts & themes for a veterans memorial & enjoy some tasty refreshments! Visit <https://www.tualatinoregon.gov/recreation/veterans-memorial> for more info & to take a quick survey.

Tag Photo Add Location Edit

1 1 Comment 1 Share

Like Comment Share

Most Relevant

Ethan Lamb Stop with the Spanish. It's ridiculous.

Like Reply · Message · 15w

Comment as City of Tualatin

M Assistant to the City Manager Megan George, City of Tualatin AGENCY

What Does a Veterans Memorial Mean to You? ¿Qué Representa Para Usted Un Monumento Conmemorativo?

We are asking you to share your thoughts on this topic and enjoy some tasty refreshments during a series of meetings over the next three months. Each will focus on a different aspect of the project from themes to location; we hope you will join us at one or all three! Tualatin Public Library Community Room 18878 SW Martinazzi
See more...



16 Jan - Subscribers of City of Tualatin

😊 Thank 💬 Comment 😊 2 💬 4

See 2 previous comments

T Tracy Bell, CIO District 4
I read about this in the paper that is delivered - as a veteran, I think it is important to be involved in projects such as this. There are plenty of folks who will have something... See more

17 Jan Thank Reply 😊 1

D David Cagle, Ibach CIO
I agree with you Tracy. As a veteran of the Iraq war, I think its important for us veterans to share our ideas on this, its important to remember the sacrifice the men and women... See more

17 Jan Thank Reply 😊 2



What Does A Veterans Memorial Mean to You?

Come tell us! The City of Tualatin Parks and Recreation Department has started the conceptual planning for a memorial to honor those who have served. We encourage the community to participate in public engagement meetings to help identify a site, themes, concepts, and thoughts that will serve as a guide to bring the plan to reality. Each meeting will focus on a different aspect of the project; we hope you will join us to share your ideas!

Tualatin Library Community Room
Thursday 2/20 6:30pm
Thursday 4/2 6:30pm

If you are unable to attend the meetings, please take the survey on our website to share your thoughts and ideas. We need input from everyone to make this a success.

[Take our survey.](#)



¡Queremos escuchar su opinión!

Participe en nuestro proceso para desarrollar una visión para un Monumento Conmemorativo a los Veteranos en la ciudad de Tualatin.

Resumen del proyecto

Entablaremos una conversación con la comunidad para identificar temas, principios de diseño, además de seleccionar un sitio preferido para el diseño futuro de un posible Monumento Conmemorativo a los Veteranos. Las actividades, las conversaciones, las exhibiciones visuales y otros medios, ayudarán a recabar los comentarios del público. Una vez que se aclaren los temas principales y los principios de diseño, estos se utilizarán para explorar y clasificar lo idóneo de los sitios potenciales. Un informe final documentará el proceso de participación, los comentarios de la comunidad y el sitio preferido. Después de este proceso, el siguiente paso será investigar oportunidades potenciales de financiamiento para el diseño y la construcción.



¿Preguntas?

Visite el sitio web del proyecto para obtener actualizaciones e información de contacto en www.tualatinoregon.gov/recreation/veterans-memorial

Proceso de participación

La comunidad participará activamente en una serie de actividades de participación pública. Este enfoque fomenta la creatividad colectiva. Resulta en una narrativa del proyecto que nadie podría imaginar por sí solo. Esta narrativa será el hilo conductor que vincule la historia de la ciudad y las historias de su gente a un espacio conmemorativo significativo y apropiado que involucre a los usuarios y satisfaga las necesidades de la comunidad.

Formas de participar:

- **Reuniones públicas.**
- **¿Tiene un grupo de enfoque con el que deberíamos hablar? ¡Comuníquese con nosotros para sugerencias!**

Queremos saber:

- **¿Qué representa para usted un monumento conmemorativo?**
- **¿Cómo podría usar este espacio?**
- **¿Qué historia debe contar este espacio?**
- **¿Qué sentimiento debe evocar este espacio?**
- **¿Cómo puede contribuir a la comunidad?**



We want to hear from you!

Participate in our process to develop a vision for a Veterans Memorial in the City of Tualatin.

Project Summary

We will engage with the community to identify themes, design principles and select a preferred site for the future design of a potential Veterans Memorial. Activities, discussion, visual displays, and other means will aid in gathering feedback from the public. Once major themes and design principles are clarified, these will be used to explore and rank the suitability of potential sites. A final report will document the participatory process, community feedback, and preferred site. Following this process, the next step is to investigate potential funding opportunities for design and construction.



Questions?

Visit the project's website for updates and contact information at www.tualatinoregon.gov/recreation/veterans-memorial

Participatory Process

The community will be actively involved in a series of public engagement activities. This approach fosters collective creativity. It results in a project narrative that nobody could imagine alone. This narrative will be the thread that ties the history of the City and stories of its people to a meaningful and fitting memorial space that engages users and meets community needs.

Ways to be involved:

- **Public Meetings**
- **Have a focus group we should talk to? Contact us for suggestions!**

We want to know:

- **What is a memorial to you?**
- **How could you use this space?**
- **What story should this space tell?**
- **What feeling should this space evoke?**
- **How can it contribute to the community?**



WHAT DOES A VETERANS MEMORIAL MEAN TO YOU?

¿QUÉ REPRESENTA PARA USTED UN MONUMENTO CONMEMORATIVO?

Júntese con nosotros para debatir

Join the discussion



Júntese con la comunidad y comparta sus ideas, pensamientos, deseos y disfrute de unos ricos refrescos, para ayudar a que este plan se haga realidad. Queremos escuchar de cada uno de ustedes, un intérprete estará presente para asegurarse que todos puedan ser parte de la conversación.

Join in on the community discussion to share your thoughts, wants, wishes and enjoy some tasty refreshments to help bring this plan into reality. We want to hear from everyone, a Spanish interpreter will be there to make sure everyone can join the conversation.

CALENDARIO DE REUNIONES

Sala Comunitaria de la Biblioteca Pública de Tualatin

Conceptos y temas | Martes 28 de enero | 6:30pm

Selección del lugar | Jueves 20 de feb. | 6:30pm

Diseño del lugar | Jueves 2 de Abr. | 6:30pm

¡Esperamos que se una a nosotros en uno o los tres!

MEETING SCHEDULE

Tualatin Public Library Community Room

Concepts & Themes | Tuesday, Jan. 28 | 6:30pm

Site Selection | Thursday, Feb. 20 | 6:30pm

Facility Pre-Design | Thursday, April 2 | 6:30pm

We hope you will join us at one or all three!

See our website for more information | Para mayor información visite nuestra página web
www.TualatinOregon.gov/Recreation/Veterans-Memorial



ARE YOU INTERESTED IN HONORING VETERANS?

¿ESTÁ INTERESADO EN HONRAR A LOS VETERANOS?

Júntese con nosotros para debatir

Join the discussion



Júntese con la comunidad y comparta sus ideas, pensamientos, deseos y disfrute de unos ricos refrescos, para ayudar a que este plan se haga realidad. La opinión de cada comunidad que integra la ciudad de Tualatin es importante y cuenta. Se llevará a cabo una reunión completamente en Español, en la sala de conferencias de la biblioteca. El tema clave de esta reunión será el pre-diseño del monumento.

Join in on the community discussion to share your thoughts, wants, wishes and enjoy some tasty refreshments to help bring this plan into reality. The opinion of each City of Tualatin community member is important, and matters. A meeting will be held entirely in Spanish, in the Library's conference room. The key theme of this meeting will be the pre-design of the facility.

CALENDARIO DE REUNIONES

- Sala Comunitaria de la Biblioteca Pública de Tualatin
- Conceptos y temas** | Martes 28 de enero | 6:30pm
- Selección del lugar** | Jueves 20 de feb. | 6:30pm
- Diseño del lugar** | Jueves 2 de Abr. | 6:30pm
- Reunión en Español** | Jueves 2 de Abr. | 6:30pm
- ¡Esperamos que se una a nosotros en uno o los tres!*

MEETING SCHEDULE

- Tualatin Public Library Community Room
- Concepts & Themes** | Tuesday, Jan. 28 | 6:30pm
- Site Selection** | Thursday, Feb. 20 | 6:30pm
- Facility Pre-Design** | Thursday, April 2 | 6:30pm
- Spanish Meeting** | Thursday, April 2 | 6:30pm
- We hope you will join us at one or all three!*

Please provide input that will shape how veterans may be honored in our community by taking a brief survey. | Proporcioncne información mediante una breve encuesta que determinará cómo se honrará a los veteranos en nuestra comunidad. Visit www.TualatinOregon.gov/Recreation/Veterans-Memorial



WHAT DOES A VETERANS MEMORIAL MEAN TO YOU?

¿QUÉ REPRESENTA PARA USTED UN MONUMENTO CONMEMORATIVO?

Júntese con nosotros para debatir

Join the discussion



Join in on the community discussion to share your thoughts, wants, wishes and enjoy some tasty refreshments to help bring this plan into reality. We want to hear from everyone, a Spanish interpreter will be there to make sure everyone can join the conversation.

Júntese con la comunidad y comparta sus ideas, pensamientos, deseos y disfrute de unos ricos refrescos, para ayudar a que este plan se haga realidad. Queremos escuchar de cada uno de ustedes, un intérprete estará presente para asegurarse que todos puedan ser parte de la conversación.

MEETING SCHEDULE

Tualatin Public Library Community Room

Site Selection	Facility Pre-Design
Thursday February 20 6:30pm	Thursday April 2 6:30pm

Join us at one or all three!

CALENDARIO DE REUNIONES

Sala Comunitaria de la Biblioteca Pública de Tualatin

Selección del lugar	Diseño del lugar
Jueves 20 de febrero 6:30pm	Jueves 2 de Abril 6:30pm

¡Esperamos que se una a nosotros en uno o los tres!

See our website for more information | Para mayor información visite nuestra página web www.TualatinOregon.gov/Recreation/Veterans-Memorial

2020

SPRING

ARTS & CULTURE // LIBRARY // PARKS // RECREATION
JUANITA POHL CENTER // HERITAGE CENTER

EXPLORE TUALATIN

ARBOR WEEK

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NOTICIAS

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Just
WARMING
up

Our summer line up is heating up with Blender Dash, summer camps and more!

PAGE 4

CREATING COMMUNITY THROUGH PEOPLE, PARKS, AND PROGRAMS

CITY OF TUALATIN'S ACTIVITY GUIDE // WWW.TUALATINOREGON.GOV // 503.691.3061



EXPLORE TUALATIN

SPRING 2020
City of Tualatin Activity Guide

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Creating Community Through People, Parks, and Programs

This is your guide to amazing seasonal activities, special events and meaningful City news. Use it to find an enriching class to inspire you, a unique community event to connect with neighbors or simply stay informed by reading about what's new. The City Council is committed to a Connected, Informed and Engaged Community and we invite you to flip through this issue and find something new to do with us!

Working Together to Promote Unity

The City of Tualatin is committed to maintaining a safe and welcoming community. Harmful acts have no place in our city. We commit to a peaceful and safe place in which to work, live and play. We encourage individual acts of kindness, community support of the most vulnerable; we discourage acts of hostility and hate. By extending safety, support and love we help those around us feel safe and build community trust.

Easily sign up for all recreational classes and events listed in this catalog at www.tualatinoregon.gov/recreation/program-registration.

Be sure to visit TualatinOregon.gov for the latest updates news and stories. And don't forget follow us on social media:



@cityoftualatin

10 EXCITING THINGS TO CHECK OUT THIS SEASON!

- HAVE A PICNIC** Plan your summer celebration and rent a shelter from us. Reserve online now, spots fill fast! www.tualatinoregon.gov/recreation/picnic-shelters

- NOTICIAS** ¡Noticias para la comunidad de habla Hispana!

Page 21
 
- WHAT IS A MEMORIAL?** Share your thoughts about what a Veterans Memorial would mean to you at an upcoming public meeting.

Page 22
 
- CELEBRATE TUALATIN'S TREES** Gear up for Arbor Week by participating in our photo contest, submissions due February 25!

Page 3
 
- SUMMER PREVIEW** Don't miss the upcoming fun! Kid & teen camp registration opens March 1!

Page 6
 
- TAKE A BREAK** Visit the Library this spring for free special programs such as the Oregon Bird Man and the Amazing Bubble Man.

Page 15
 
- WHAT IS A CIO?** Learn about your Citizen Involvement Organization and impacts to your neighborhood.

Page 21
 
- DID SOMEONE SAY THERAPY ANIMALS?** Check them out at the Mental Wellness & Stress Management Fair this May.

Page 11
 
- MIX IT UP AT THE BENDER DASH!** Sign up now and save. Early registration ends May 15!

Page 4
 
- CURIOUS ABOUT OUR HISTORY?** Learn more about Tualatin's past, check out the events at the Heritage Center.

Page 20
 

PARKS UPDATES & ANNOUNCEMENTS



VETERANS MEMORIAL

We are pleased to have started the conceptual planning for a memorial to honor those who have served. A public space or facility that the community can reflect on those who sacrificed for our country. We are reaching out to the community to identify a site, themes, concepts, ideas, and thoughts that will serve as a guide to bring the Veterans Memorial plan to reality.

We want to hear from you!

The Parks and Recreation Department, in conjunction with the consulting firm, Shapiro/Didway, has been connecting with diverse focus groups for feedback on this project and a stakeholder advisory committee has been formed to provide additional input and guidance. We would also like to invite and encourage community members to participate in the public engagement meetings or visit our website to share your input by taking a survey.

We want to know

- What is a memorial to you?
- How could you use this space?
- What story should this space tell?
- What feeling should this space evoke?
- How can it contribute to the community?

Results

The answers to these questions will help identify major themes and concepts that will be used to explore and determine potential sites. A final report will document this planning process, community feedback, and a preferred memorial site. Following this, the next step is to investigate potential funding opportunities for design and construction.

Please visit this site for updates, meeting schedule and to take the survey www.tualatinoregon.gov/recreation/veterans-memorial

Come tell us what you want!

We hope you will join us to share your ideas and learn more about the process at a series of public engagement meetings. We hope you will join us at one or all three!

Tualatin Public Library Community Room 18878 SW Martinazzi Ave.

Site Selection

Thurs 2/20 6:30pm

Facility Pre-Design

Thurs 4/2 6:30pm

A Spanish interpreter will be at every public meeting to assist with in communication so everyone's voice is heard.

MONUMENTO A LOS VETERANOS

Nos complace haber comenzado la planificación conceptual de un monumento conmemorativo para honrar a quienes han servido. Un espacio público o instalación que la comunidad puede reflejar sobre aquellos que se sacrificaron por nuestro país. Nos estamos acercando a la comunidad para identificar un sitio, temas, conceptos, ideas y pensamientos que servirán como guía para hacer realidad el plan del Monumento a los veteranos.

¡Queremos escuchar de usted!

El Departamento de Parques y Recreación, en conjunto con la firma consultora Shapiro / Didway, se ha conectado con diversos grupos focales para recibir comentarios sobre este proyecto y se ha formado un comité asesor de partes interesadas para proporcionar información y orientación adicional. También nos gustaría invitar y alentar a los miembros de la comunidad a participar en las reuniones de participación pública o visitar nuestro sitio web para compartir sus comentarios mediante una encuesta.

¿Qué representa para usted un monumento conmemorativo?

- ¿Cómo podría usar este espacio?
- ¿Qué historia debe contar este espacio?
- ¿Qué sentimiento debe evocar este espacio?
- ¿Cómo puede contribuir a la comunidad?

Resultados

Las respuestas a estas preguntas ayudarán a identificar los principales temas y conceptos que se utilizarán para explorar y determinar sitios potenciales. Un informe final documentará este proceso de planificación, comentarios de la comunidad y un sitio conmemorativo preferido. Después de esto, el siguiente paso es investigar posibles oportunidades de financiación para el diseño y la construcción.

¡Venga y díganos lo que desea!

Esperamos que se una a nosotros para compartir sus ideas y aprender más sobre el proceso en una serie de reuniones de participación pública. ¡Esperamos que se una a nosotros en uno o los tres!

Sala Comunitaria de la Biblioteca Pública de Tualatin 18878 SW Martinazzi Ave.

Selección del lugar

Jueves 2/20 6:30 pm

Diseño del lugar

Jueves 4/2 6:30 pm

Habrá un intérprete en cada reunión pública para ayudar en la comunicación para que se escuche la voz de todos.

LAFKY PARK IRRIGATION IMPROVEMENTS

It is a bit strange to think about water conservation this time of year, but preserving this resource is important all year long. With this in mind, we are replacing the 30-year-old irrigation system. The outdated system was prone to costly repairs and lacked efficient water coverage.

Update includes

- All new plumbing
- Spray heads with built-in flow sensors
- Smart controller system with remote access

We hope to implement this new technology at larger parks and sports fields where water usage is higher once this new technology is perfected on a smaller scale. This is a big step as we work towards water conservation and meeting the City Council goal of an environmentally responsible community.



WE HEARD YOU SCOOP THE POOP!

Tualatin residents and their four legged friends requested additional dog waste stations in a few spots around town. The Parks and Recreation team heard you! We have been fulfilling this need and applaud your effort to keep this a clean and safe community for all.

Benefits of Scooping the poo

- Keeps pollutants out of waterways
- Prevents the spread of harmful organisms that could affect both pets and humans
- Your neighbors will like you more!

New waste stations can be found

Little Woodrose Park –at the Boones Ferry entrance
Chieftain/Dakota Greenway – East of SW Dakota Dr
A waste station was installed in November on the Saum Creek Trail on Port Orford by an Eagle Scout.



Search

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Veterans Memorial

We are pleased to begin the planning for a memorial to honor those who have served. A public space or facility that the community can reflect on those who sacrificed for our country. We plan to engage with the community to identify a site, themes, concepts, ideas, and thoughts that will serve as a guide to bring the Veterans Memorial plan to reality.



The Parks and Recreation Department, in conjunction with the consulting firm, Shapiro/Didway, will connect with diverse focus groups for initial feedback on this project. A stakeholder advisory committee has been formed to provide additional input and guidance. There will be a series of public engagement meetings and activity opportunities to gather community input.

Once major themes and concepts are identified, they will be used to explore and determine potential sites. A final report will document this planning process, community feedback, and a preferred memorial site. Following this process the next step is to investigate potential funding opportunities for design and construction.

SHARE YOUR THOUGHTS AT A MEETING

We hope you will join us to share your ideas and learn more about the process at a series of public meetings. Each will focus on a different aspect of the project from design themes to location preference.

WE HOPE YOU WILL JOIN US AT ONE OR AT ALL THREE!

Tualatin Public Library Community Room

1. Concepts & Themes Tuesday, Jan. 28, at 6:30 pm
2. Site Considerations Thursday, Feb. 20, at 6:30 pm
3. **Facility Pre-Design Thursday, April 2, at 6:30 pm - Cancelled (replaced by online survey & comments)**

Check back here April 14 - May 5 to take the final survey!

Please visit this site for updates thought out the process.

For questions on this project, please email [Kyla Cesca](mailto:kcesca@tualatin.gov) at kcesca@tualatin.gov, the Office Coordinator for the Parks and Recreation Department.

Monumento y memorial a los veteranos

Nos complace comenzar a planificar un monumento conmemorativo para honrar a quienes han servido. Un espacio público e instalación que la comunidad puede reflejar sobre aquellos que se sacrificaron por nuestro país. Planeamos involucrarnos con la comunidad para identificar un

Parks and Recreation

[Recreation and Special Events](#)

[Parks and Facilities](#)

[Street Tree Program](#)

[Parks Maintenance](#)

[Arts and Culture](#)

[Resources](#)

[Bee City USA® City of Tualatin](#)

[VETERANS MEMORIAL](#)

Explore Tualatin!



Contact Information

Please call 503-691-3061 for general inquiries, facility rentals or program registration.

Ross Hoover
Parks & Recreation
Director
503-691-3060

Eight possible Tualatin sites named to honor veterans

Public meeting set for Thursday, Feb. 20, regarding the site locations

By RAY PITZ
Pamplin Media Group

The location for a memorial honoring veterans in Tualatin has been narrowed down to eight sites owned by the city government.

The sites were announced last week during a Stakeholders Advisory Group held at the Tualatin Public Library and will be discussed again during a public meeting set for 6:30 p.m. Thursday, Feb. 20, at the same location.

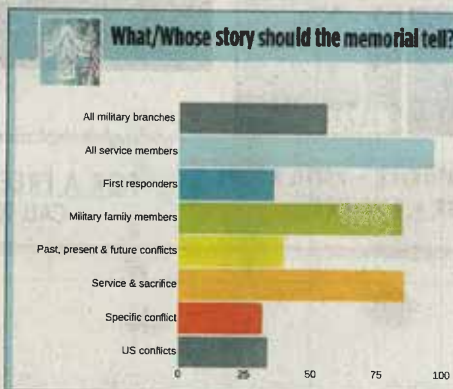
At issue is finding a theme and location to honor military veterans.

The first community engagement meeting held in January included "determining and refining the following memorial concepts and themes," according to Rich Mueller, parks planning and development director. Those included: connection, engagement,

experience, shared values, timelessness and what/whose stories should the memorial tell.

During the Feb. 13 stakeholders meeting, a consultant from Shapiro/Didway said the possible sites where the memorial could be located include:

- Browns Ferry Park, 5855 S.W. Nyberg Lane
- Sweek Pond Natural Area, 3700 S.W. Sweek Drive
- Toman & Riverkeepers Properties, 11605-11675 S.W. Hazelbrook Road
- Little Woodrose Natural Area, 21045 S.W. 90th Ave.
- Indian Meadows Greenway, Southwest Boones Ferry Road and Alsea Drive
- Chieftain Dakota Greenway, Southwest Dakota Drive and Blake Street



A bar graph charts responses to a survey question about the Tualatin veterans memorial. COURTESY GRAPHIC: CITY OF TUALATIN

- Tualatin Commons, 8325 S.W. Nyberg St. (east side between Nyberg and Seneca streets)
- Commons Park, on the corner of Southwest Martinazzi Avenue, Nyberg Street and Tualatin-

Sherwood Road

An initial veterans memorial survey of 106 residents showed that the No. 1 response to the question of what the memorial should be was "a space for reflection," followed by "a space

for commemorating veterans."

Questions about how the space would best be used showed support for using it as a gathering place, as well as situating it in an area for recreation, reflection and relaxation.

Overwhelmingly, respondents said the memorial should tell the story and honor all servicemembers, as well as being a place for comfort and peace.

A consultant said some of the comments show residents don't want a memorial that emphasizes war, but rather one that offers a positive message.

Residents can now take a second survey on the city's website, tualatinoregon.gov, under the Veterans Memorial heading, until March 1. The goal is to narrow the themes down in the survey.

A total of \$40,000 has been allocated for site selection and concept drawings. Funding is expected through a variety of funding sources.

The next stakeholder meeting, set for March 12, will narrow the sites from eight to three. The public will be able to weigh in on the memorial again on April 4.

Public invited to weigh in on proposed Tualatin veterans memorial Tuesday

Ray Pitz

Wednesday, January 22, 2020

The meeting is set for 6:30 p.m. at the Tualatin Public Library; future meetings set for Feb, 20 and April 3.



The public will have a chance to weigh in on a proposed Tualatin veterans memorial during a meeting set for Tuesday, Jan 28, at the Tualatin Public Library.

Focus Group Meetings

City of Tualatin
VETERANS MEMORIAL
 Focus Group Meeting

Project Purpose

We will engage with the community to identify themes, design principles and select a preferred site for the future design of a potential Veterans Memorial. The actualization of this project will also provide an opportunity to address each of the 7 core goals identified in the City of Tualatin’s Parks & Recreation Master Plan by providing accessible facilities, supporting public arts, increasing trail connectivity, promoting ecological function, activating an existing facility, developing Tualatin’s unique identity, and maintaining quality parks & programming.

Participatory Process

The community will be actively involved in a series of public engagement activities. This approach fosters collective creativity. It results in a project narrative that nobody could imagine alone. This narrative will be the thread that ties the history of the City and stories of its people to a meaningful and fitting memorial space that engages users and meets community needs.

Activities, discussion, visual displays, and other means will aid in gathering feedback from the public. Once major themes and design principles are clarified, these will be used to explore and rank the suitability of potential sites. A final report will document the participatory process, community feedback, and preferred site. This report will serve as a guide for future design efforts and funding opportunities for design and construction.

Project Schedule

Meetings held at Tualatin Public Library at 6:30P.M.

Thursday 1/16/20	Stakeholder Advisory Meeting #1	Tuesday 1/28/20	Public Meeting #1
Thursday 2/13/20	Stakeholder Advisory Meeting #2	Thursday 2/20/20	Public Meeting #2
Thursday 3/12/20	Stakeholder Advisory Meeting #3	Thursday 4/2/20	Public Meeting #3
Thursday 5/7/20	Stakeholder Advisory Meeting #4		

Today’s Focus

- **Project Introduction**
- **Collect initial thoughts & feedback**
- **Identify community leaders to participate in regular stakeholder meetings**
- **Identify additional opportunities for community engagement**

Role of Stakeholder Advisory Committee

Consistency is important to gather impact driven feedback. We ask for your participation in (4) 1-hour stakeholder committee meetings and (3) public meetings. These are the benefits of your involvement:

- Provide representation for the organization(s) you associate with
- Articulate guiding design principals and needs for your community
- Provide input/make recommendations for a preferred site
- As community leaders, you can encourage others to participate so their voice is heard

Questions?

Visit the project’s website for updates and contact information at www.tualatinoregon.gov/recreation/veterans-memorial



First Thoughts: A Veterans Memorial for Tualatin

What is a memorial to you?

How could you use the space?

What story should this space tell?

What feeling should this space evoke and how can it contribute to the community?

Additional Notes:

First

Last

Email

Can you participate on the stakeholder committee?

YES / NO

Would you like to receive email updates on this project?

YES / NO



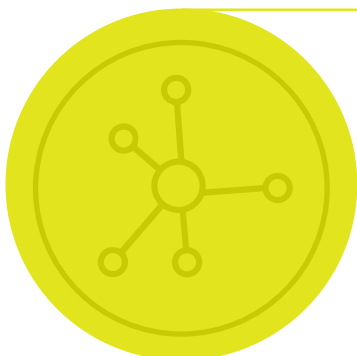
TUALATIN'S VISION FOR A VETERANS MEMORIAL

Veterans of Foreign Wars Focus Group Meeting Recap



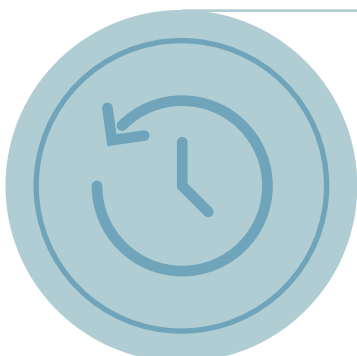
Inclusive

- There are lots of stories to be told, WWII, Korea, Vietnam, Gulf War, Women Veterans, nurses
- Include the future to teach duty, self of service and sacrifice values
- The families should feel included



Engagement

- A nature trail would be an active space for the community and would draw people in from other places
- Educational opportunities & school field trips
- A park for kids to play
- Gathering space for events



Adaptable

- Something that will have relevance now and in the future
- A space for everybody –a space that has a park, a place to hold gatherings and a memorial feature, field trips
- Ability to change, things could be added and there could be new features

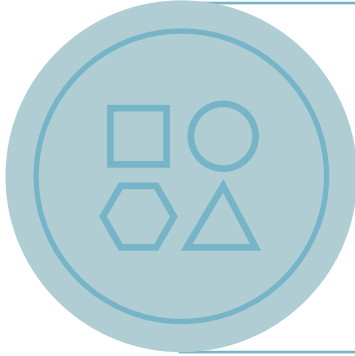


Empathy

- A space to learn what “thank you for your service” means
- Evoking patriotism, healing, mourning, and understanding of sacrifice
- Opportunity to reconnect with people who didn’t come back

TUALATIN'S VISION FOR A VETERANS MEMORIAL

Forward Assist Meeting Recap



Design Principles

- Tranquil, uncluttered and peaceful
- Visibility, welcomes you in, not static
- Move from one space to the next
- Near kids park - display people everyday people can relate to
- Place to reflect and reminisce (bench and covered space)
- Inclusivity (all vets, family members, first responders)



Storytelling

- Make it about people
- Untold stories: What people went through
- PTSD, suicide, homelessness
- Different perspectives (combat vs. not, draft vs, enlisting)
- Showcase real world "heroes" vs. Marvel
- Take away bad and focus on good
- Vets attach self to a memory, but each experience is different



Education

- History
- Will we ever learn from past if we do not teach it
- Why go to war
- Branches of military
- Preserving the past - what country was built on
- Patriotism- incorporate American flag



Shared Values

- Resiliency
- Courage
- Adversity
- Selflessness
- Duty /Volunteerism
- Honor
- Respect

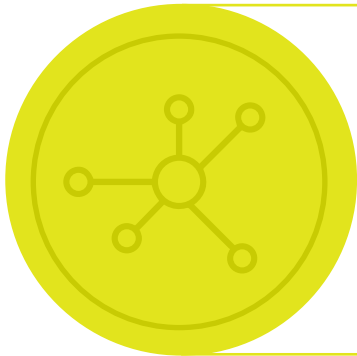
TUALATIN'S VISION FOR A VETERANS MEMORIAL

Veterans Focus Group Meeting Recap



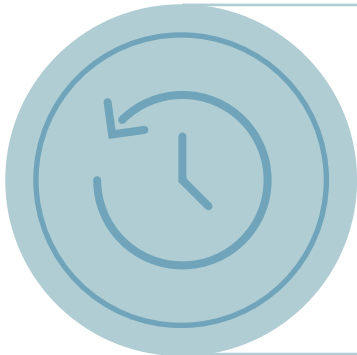
Technology

- Connection to younger generation
- Audio so they can tune into a station
- QR codes
- Incorporating a digital component



Multi-functional

- A placemaker/destination (first of its kind, connection to I-5)
- Space for events (Memorial Day, Veterans Day)
- Passive space for bench and picnic tables)
- Educational – space for field trips/ tours
- Interactive



Timeless

- That considers the past and the future
- Includes all wars (Native American Wars all the way to conflicts today)
- Something that is not static
- A space that can be expandable
- Seasonal information

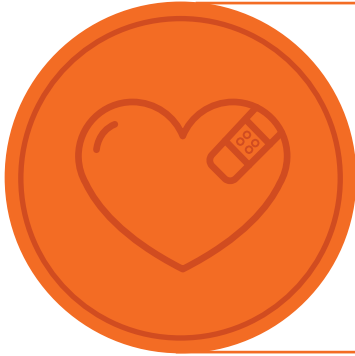


Educational

- An opportunity for the younger generation to learn about all the different wars
- History is being lost and children are not learning about the wars
- Programming (relationship with the library, Portland State, Historical Society, Tualatin Schools)
- People tend to push uncomfortable things aside like the Native American Wars, and it is okay to talk about it

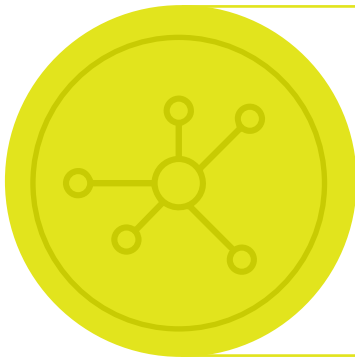
TUALATIN'S VISION FOR A VETERANS MEMORIAL

Diversity Task Force Focus Group Meeting Recap



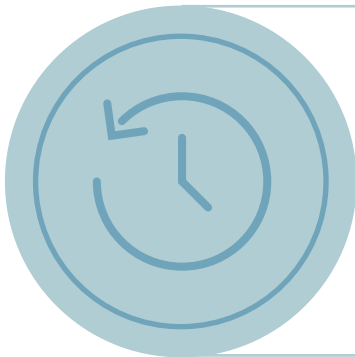
Therapeutic

- Sense of recreation
- Possible for more recreation opportunities such as a basketball court for those who are disabled
- A place for people to run
- A place for healing



Connection to Place

- Veterans are all over the world with families often being displaced, this space should foster a sense of home



Reflection

- A calming and conducive space that encourages healing, reflection and conversation
- Place to sit and tell stories
- Could have a water feature to promote calming, reflection



Empathy

- A space that provides empathy and understanding for veterans along with their families/ people it affected
- It should honor the families that have had to sacrifice so much
- A place to visit those who have sacrificed

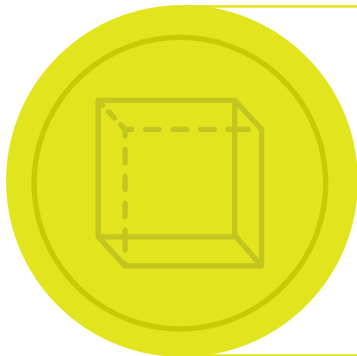
TUALATIN'S VISION FOR A VETERANS MEMORIAL

Arts, Youth, and Parks Focus Group Meeting Recap



Inclusivity

- For armed services, families, both sides of war, peacekeepers, TFA, Peace Corp, AmeriCorp Volunteers, first responders, local heroes and people who provide service to the community
- In who can use the space (people could feel welcome to play nearby)
- Showing multiple perspectives
- Celebrating community
- Colorful, welcoming
- Private and public



Spatial Definition

- Can come in and out of the experience
- Strict boundaries – physically or conceptually
- Physically surrounded / immersive
- Explorable / self-paced / guided
- Multimodal
- Limited hardscape
- Enhance space in cohesive way



Multi-Use

- Greenspace
- Educational
- Movement
- Passive space

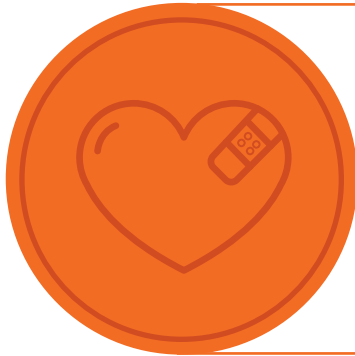


Educational

- A space where people can stand and tell their story
- Reading
- Programming

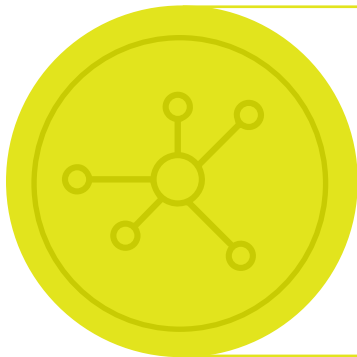
TUALATIN'S VISION FOR A VETERANS MEMORIAL

Arts, Youth, and Parks Focus Group Meeting Recap



Sensitivity

- Not glorifying violence
- Discouraging triggers
- If interwoven being sensitive that people don't want to be reminded everywhere they go
- Creating empathy
- Grieving space / reflection



Connectivity

- Connecting to community
- Accessible and usable
- Part of a greater system
- Integrated / woven
- Linking to the art walk, greenway system, Ice Age discovery trail, and other public spaces



Experiential

- Breadth (more than a statue)
- Finite but endless
- Immersive
- Porous
- Something that surrounds you rather than to look at

Stakeholder Advisory Committee Meetings

Minutes



Veterans Memorial Stakeholders Advisory Committee January 16, 2020

Tualatin Public Library
18878 SW Martinazzi Avenue

Members Present:	Matt Antis, Mayor Frank Bubenik, Christopher Friz, Brandon Gill, Brett Hamilton, John Knippers, Joe Lipscomb, Greg Meiling, Dale Potts, Christen Sacco, Elena Stripling, Trisha Wilson
Members Absent:	Deena Grigsby-Boman, Buck Braden, Cole Vessey, Anthony Warren
Staff Present:	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager
Consultants Present:	Jessel Champoux, Project Manager Jenny Anderson, Landscape Designer
Public Present:	Wally Weckert

A. Welcome

The meeting was called to order at 6:31 pm. Ross Hoover welcomed committee members and public to the meeting. Mr. Hoover summarized the history of the project, the project purpose and Council 2030 Vision that guides community engagement process.

B. Introductions

Rich Mueller started off the introductions and ask each member to indicate the organization(s) they represent and why they were interested to serve on the committee. Committee members went around the room, said their name and the reason why they wanted to be involved in this project.

C. Announcements

1. Staff
Rich Mueller announced he restroom location and mentioned that food and drinks were available in the back of the room.
2. Consultant
None
3. Public
Wally Weckert introduced himself as having an interest in the project with no other comments.

Stakeholder Advisory Committee Meeting #1 - Summary

Veterans Memorial Stakeholders Advisory Committee – January 16, 2020

D. Committee Role & Decision Making Process

Jessel Champoux distributed the Process & Roles handout and reviewed the pyramid decision making process.

Ms. Champoux presented the five pyramid stages that include:

1. Focus Groups- Brainstorming big ideas
2. Stakeholder Advisory Committee – Advisory role; refine ideas for public presentation
3. Public (Meetings and Surveys) – Prioritization of content
4. TPARK/ Staff- Final recommendation
5. City Council – Final

E. Committee Engagement Activity

Jessel Champoux explained the purpose of exercise, which was to intentionally allow a few moments to consider strengths of group, build empathy and understanding for each other and focus on common ground. Participants were asked to write responses to two questions and post them on the wall board. The questions members were asked include:

“What values/teaching have informed your life or made you who you are today?”

“Describe an event(s) of significance that has shaped who you are today.”

Facilitators read the responses and the committee discussed the shared group strengths.

F. Memorial Themes

Committee members were divided into three groups and given categories with definitions that summarized previous public input from the seven focus groups held. Members were informed that additional information from these meetings could be referenced in their meeting packets as needed.

Each group was asked to arrange the categories and synthesize these into three to five major themes. After discussion and interaction each group ended up with three themes. The nine final themes were: Educational, Physical, Emotional, Emotion, Ethic, Logic, Engagement, Reflection and Timeless.

Each of the three groups explained their themes to other committee members.

Collectively the Stakeholder Advisory Committee discussed the themes and worked together to narrow themes down to the following:

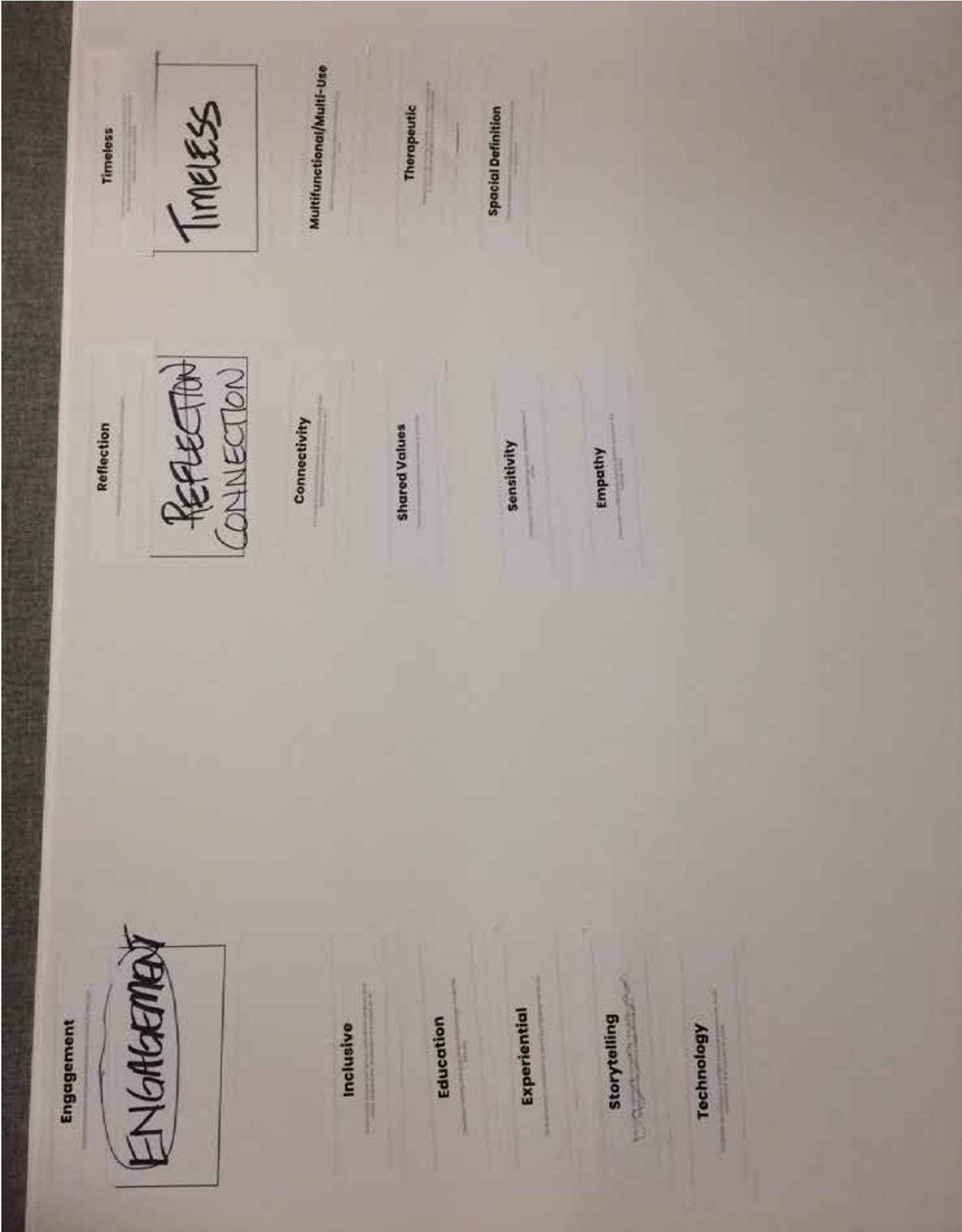
- Engagement
- Experience
- Connection
- Shared Value
- Timeless

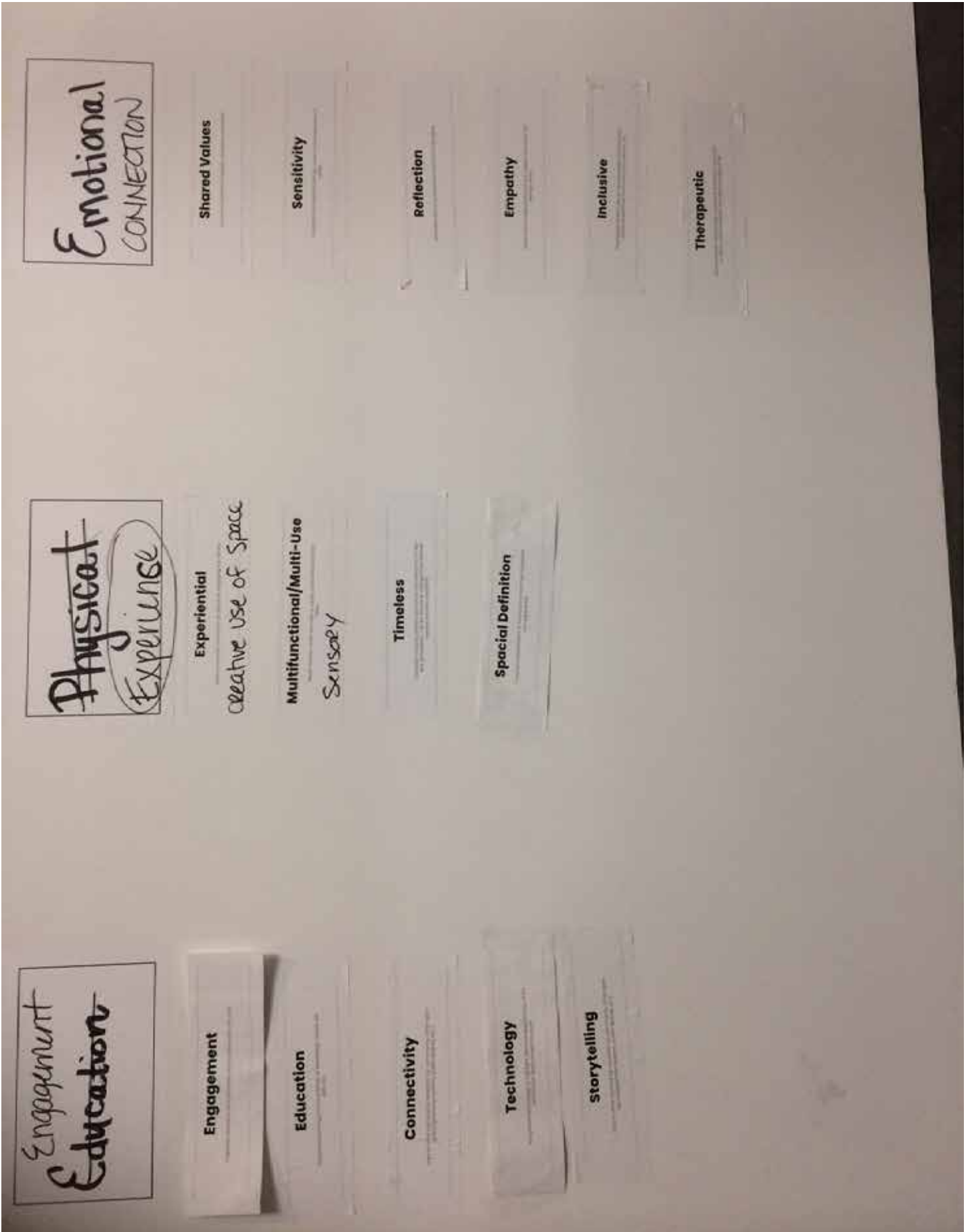
G. Next Meeting

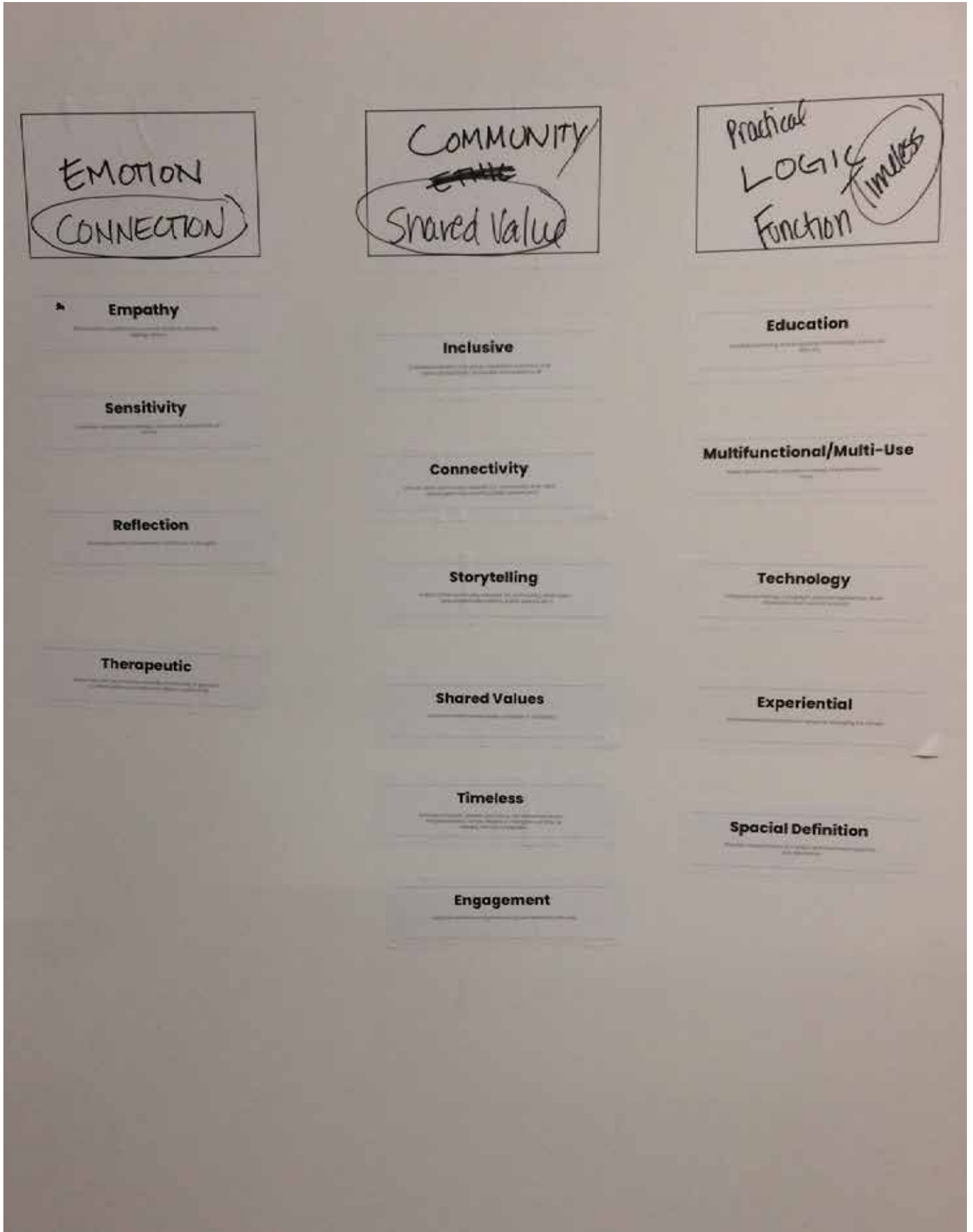
Committee members were reminded of the meeting schedule with the next meeting to be held Thursday, February 13 at 6:30 pm in Tualatin Library.

H. Adjournment

The meeting was adjourned at 8:03 pm.









MEETING SUMMARY

**Veterans Memorial Stakeholder Advisory Committee Meeting
February 13, 2020**

**Tualatin Public Library
Community Room
18878 SW Martinazzi Avenue, Tualatin**

Members Present:	Brett Hamilton, John Knippers, Joe Lipscomb, Dale Potts, Christen Sacco, Elena Stripling
Members Absent:	Matt Antis, Buck Braden, Mayor Frank Bubenik, Christopher Friz, Brandon Gill, Greg Meiling, Cole Vessey, Anthony Warren, Trisha Wilson
Staff Present:	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager
Consultants Present:	Jessel Champoux, Project Manager Jenny Anderson, Landscape Designer
Public Present:	Ray Pitz, Tigard Tualatin Times News Editor

A. Welcome and Introductions

Rich Mueller welcomed committee members and the public to the meeting. Rich started off introductions and asked each member to introduce themselves and the organization(s) they represent.

B. Review of Minutes

Committee members reviewed the minutes of the January 16, 2020 Stakeholders Advisory Committee Meeting, and all present agreed to the accuracy and content.

C. Communication

1. Staff
None

2. Public
Rich Mueller asked Ray Pitz the News Editor for the Tigard Tualatin Times who was attending the meeting to introduce himself.

D. Project Status Update

Jessel Champoux reviewed the Common Ground Poster which was introduced at Public Meeting # 1 for strategies on how we can efficiently work together. Jessel presented for committee members review and comments, the flow chart that shows the process and status of the project. She summarized what happened during the first round on the flow chart, which included focus group meetings and Survey #1.

Jessel explained that we were entering the second round, and asked stakeholders to inform this round by:

- Participating and distributing Survey #2
- Providing input, ideas and thoughts on potential site locations

E. Review Community Meeting Content and Survey Results

Ice Breaker Activity

Committee members participated in an icebreaker activity that Jessel Champoux led. Everyone turned to their neighbor(s) and talked about something they were looking forward to this spring.

Community Engagement Meeting #1 Review

Jessel Champoux summarized the first public meeting that 12 community members attended. Community members in attendance were introduced to the five themes that included:

- Engagement
- Connection
- Timeless
- Experience
- Shared Values

These five themes were the result of which came out of the Stakeholder Advisory Committee Meeting #1.

At the first community engagement meeting, the public was able to add bulleted items they felt were missing, under each of the five themes. Public participants did a prioritization exercise to place a dot next to top three bullet items under each theme. This prioritization data was recorded and included in the elements listed in the second survey that is now live. The goal was to give community members an opportunity to brainstorm ideas and begin to understand public sentiment on focus group feedback.

Survey #1 Results

Jessel Champoux reviewed the results shown on posters of the first survey that 106 people took online and left 61 personal comments, input and opinions. In a larger group setting the committee members discussed things they noticed about the survey results.

Review of Survey #2

Additional feedback collected from the Public Meeting and Survey #1 was included in the information Jessel Champoux presented, and used to create a second survey that is currently live (until beginning of March). The purpose of this survey is to prioritize feedback and top design principles for this project to move forward with. The second survey results will be shared at the next stakeholder group meeting to create a design program and site selection criteria. The committee brainstormed and discussed ideas on how to do outreach and build awareness for the survey and upcoming meetings. Jessel encouraged everyone to commit to sharing the survey with at least 10 other people.

F. Review and Discuss Site Options

Jenny Anderson provided overview of the eight potential sites. The committee was divided into three groups to analyze and discuss each site. Groups rotated between three facilitators to provide ideas, input and thoughts on the potential memorial site locations opportunities and constraints.

Stakeholder Advisory Committee Meeting #2 - Summary

Locations reviewed and discussed by the committee included:

- Brown's Ferry Park
- Sweek Pond Natural Area
- Toman & Riverkeepers City Properties
- Little Woodrose Natural Area
- Indian Meadows Greenway
- Chieftain Dakota Greenway
- Tualatin Commons
- Commons Park

These locations will be narrowed to about three sites based on the results of the second survey which will inform the memorial themes.

G. Next Steps

Jessel Champoux indicated next steps for the committee is to share the survey with their organizations, neighbors and community members. The committee was also encouraged to visit the potential memorial site locations, and review the site information that was discussed and distributed at the meeting.

Rich Mueller reminded committee members that the next community member meeting for the public is February 20 in the library.

H. Adjournment

The meeting ended at 8 pm.



MEETING AGENDA

**Veterans Memorial Stakeholder Advisory Committee Meeting
February 13, 2020 - 6:30 pm**

**Tualatin Public Library
Community Room
18878 SW Martinazzi Avenue. Tualatin**

A. Welcome & Introductions

B. Review of Minutes

1. January 16, 2020

C. Communication

1. Staff
2. Public

D. Project Status Update

E. Review Community Meeting Content & Survey Results

F. Review & Discuss Site Options

G. Next Steps

H. Adjournment



Minutes

Veterans Memorial Stakeholders Advisory Committee
January 16, 2020

Tualatin Public Library
18878 SW Martinazzi Avenue

Members Present: Matt Antis, Mayor Frank Bubenik, Christopher Friz, Brandon Gill, Brett Hamilton, John Knippers, Joe Lipscomb, Greg Meiling, Dale Potts, Christen Sacco, Elena Stripling, Trisha Wilson

Members Absent: Deena Grigsby-Boman, Buck Braden, Cole Vessey, Anthony Warren

Staff Present: Ross Hoover, Parks and Recreation Director
Rich Mueller, Parks Planning and Development Manager

Consultants Present: Jessel Champoux, Project Manager
Jenny Anderson, Landscape Designer

Public Present: Wally Weckert

A. Welcome

The meeting was called to order at 6:31 pm. Ross Hoover welcomed committee members and public to the meeting. Mr. Hoover summarized the history of the project, the project purpose and Council 2030 Vision that guides community engagement process.

B. Introductions

Rich Mueller started off the introductions and ask each member to indicate the organization(s) they represent and why they were interested to serve on the committee. Committee members went around the room, said their name and the reason why they wanted to be involved in this project.

C. Announcements

1. Staff

Rich Mueller announced he restroom location and mentioned that food and drinks were available in the back of the room.

2. Consultant None

3. Public

Wally Weckert introduced himself as having an interest in the project with no other comments.

Veterans Memorial Stakeholders Advisory Committee – January 16, 2020

D. Committee Role & Decision Making Process

Jessel Champoux distributed the Process & Roles handout and reviewed the pyramid decision making process.

Ms. Champoux presented the five pyramid stages that include:

1. Focus Groups- Brainstorming big ideas
2. Stakeholder Advisory Committee – Advisory role; refine ideas for public presentation
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5. City Council – Final

E. Committee Engagement Activity

Jessel Champoux explained the purpose of exercise, which was to intentionally allow a few moments to consider strengths of group, build empathy and understanding for each other and focus on common ground. Participants were asked to write responses to two questions and post them on the wall board. The questions members were asked include:

“What values/teaching have informed your life or made you who you are today?”

“Describe an event(s) of significance that has shaped who you are today.”

Facilitators read the responses and the committee discussed the shared group strengths.

F. Memorial Themes

Committee members were divided into three groups and given categories with definitions that summarized previous public input from the seven focus groups held. Members were informed that additional information from these meetings could be referenced in their meeting packets as needed.

Each group was asked to arranged the categories and synthesize these into three to five major themes. After discussion and interaction each group ended up with three themes. The nine final themes were: Educational, Physical, Emotional, Emotion, Ethic, Logic, Engagement, Reflection and Timeless.

Each of the three groups explained their themes to other committee members.

Collectively the Stakeholder Advisory Committee discussed the themes and worked together to narrow themes down to the following:

- Engagement
- Experience
- Connection
- Shared Value
- Timeless

G. Next Meeting

Committee members were reminded of the meeting schedule with the next meeting to be held Thursday, February 13 at 6:30 pm in Tualatin Library.

H. Adjournment

The meeting was adjourned at 8:03 pm.

PROCESS & ROLES



SHAPIRO / DIDWAY

Facilitation, cataloging process, compiling final recommendation into report



Meeting Minutes

Veterans Memorial Stakeholders Advisory Committee March 31, 2020

Virtual Meeting

Members Present:	Matt Antis, Buck Braden, Mayor Frank Bubenik, Brandon Gill, Brett Hamilton, John Knippers, Joe Lipscomb, Dale Potts, Christen Sacco, Elena Stripling, Anthony Warren
Members Absent:	Steve Bobb, Christopher Friz, Greg Meiling, Cole Vessey, Trisha Wilson
Staff Present:	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager
Consultants Present:	Jessel Champoux, Project Manager Jenny Anderson, Landscape Designer
Public Present:	Ed Casey

A. Welcome & Introductions

Jessel Champoux brought the meeting to order at 6:33 pm, and welcomed committee members and public to the meeting. Jessel reviewed the common ground principles and summarized the project to date.

Jessel introduced Park and Recreation staff and Shapiro Didway project consultants, and reviewed video conference etiquette.

B. Review of Minutes

The committee review the February 13, 2020 Minutes from Stakeholder #2 Meeting. Jessel Champoux asked if committee members had any comments, and there were none. Jessel asked each committee member to introduce themselves and state if they approved of the minutes. There was a unanimous consensus that the minutes were accurate and reflected the meeting.

C. Communications

There was none.

D. Review of Survey # 2 Results

Jessel Champoux thanked committee members for getting the word out about the survey and reviewed the survey results. There were 320 people that participated and completed the survey with 37 people who provided additional comments. The committee members discussed their survey observations, and the results that stakeholders were excited about.

Veterans Memorial Stakeholders Advisory Committee – March 31, 2020

E. Site Program Activity

Jessel Champoux introduced and explained the programming exercise. The six major themes that include Honor, Experience, Connection, Shared Values, Engagement, and Timelessness were reviewed, along with the 26 objectives. These themes and objectives resulted from the public surveys, community engagement meetings and stakeholders advisory committee meetings.

Jessel provided and led the committee through an example of the site program activity that included: program elements, metrics, spatial qualities, and design ideas.

The committee as a group participated in the site program activity as members discussed each major project theme, and corresponding objectives to brainstorm the physical site attributes needed for the memorial site location. After discussion and consideration of additional site amenities and features needed for a memorial, the committee members determined the following physical site attributes:

- Gathering Space (for 30 -50 people)
- Intimate/Passive Spaces with seating (for 2-3 people)
- Space for solitude
- Space for storytelling (small stage/platform)
- Recreation Space (can accommodate activities)
- Interpretive Element (art/ monument/informational)
- Dedication Area
- Signage
- Parking (25 cars max)
- Public Transportation (in close proximity)

F. Narrow Site Locations

Using the site program criteria activity to determine the physical site attributes that committee members determined during the engagement activity, members then discussed sites that should be removed. The sites removed due to not meeting the criteria determined for a memorial site were Toman & Riverkeeper are parkland, Little Woodrose Natural Area, Indian Meadows Greenway, and Chieftain Dakota Greenway. The sites the committee further considered were Brown's Ferry Park, Sweek Pond Natural Area, Tualatin Commons, and Tualatin Commons Park. The committee discussed the remaining sites, and members were asked to enter their top three choices in the chat or to email them on to Rich Mueller by Friday, April 3, 2020. Committee members selected the following three sites to present for public consideration: Brown's Ferry Park, Seek Pond area and Tualatin Commons public plaza.

G. Adjournment

Jessel Champoux thanked committee members for their time and hard work, and adjourned the meeting at 8:15 pm.



MEETING AGENDA

**Veterans Memorial Stakeholder Advisory Committee Meeting
March 12, 2020 - 6:30 pm**

**Tualatin Public Library
Community Room
18878 SW Martinazzi Avenue, Tualatin**

A. Welcome & Introductions

1. Review Ground Rules & Shared Values

B. Review of Minutes

1. February 13, 2020

C. Communication

1. Staff
2. Consultants
3. Public

D. Review Meeting #2 Site Locations

E. Survey #2 Results

F. Site Program Activity

G. Narrow Site Locations

H. Next Steps

I. Adjournment

COMMON GROUND

- We are stronger together
- Listen to understand
- Share the air
- Criticize ideas, not people
- Honor others' perspectives
- Bring a spirit of co-creation



MEETING SUMMARY

**Veterans Memorial Stakeholder Advisory Committee Meeting
February 13, 2020**

**Tualatin Public Library
Community Room
18878 SW Martinazzi Avenue, Tualatin**

Members Present:	Brett Hamilton, John Knippers, Joe Lipscomb, Dale Potts, Christen Sacco, Elena Stripling
Members Absent:	Matt Antis, Buck Braden, Mayor Frank Bubenik, Christopher Friz, Brandon Gill, Greg Meiling, Cole Vessey, Anthony Warren, Trisha Wilson
Staff Present:	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager
Consultants Present:	Jessel Champoux, Project Manager Jenny Anderson, Landscape Designer
Public Present:	Ray Pitz, Tigard Tualatin Times News Editor

A. Welcome and Introductions

Rich Mueller welcomed committee members and the public to the meeting. Rich started off introductions and asked each member to introduce themselves and the organization(s) they represent.

B. Review of Minutes

Committee members reviewed the minutes of the January 16, 2020 Stakeholders Advisory Committee Meeting, and all present agreed to the accuracy and content.

C. Communication

1. Staff
None

2. Public
Rich Mueller asked Ray Pitz the News Editor for the Tigard Tualatin Times who was attending the meeting to introduce himself.

D. Project Status Update

Jessel Champoux reviewed the Common Ground Poster which was introduced at Public Meeting # 1 for strategies on how we can efficiently work together. Jessel presented for committee members review and comments, the flow chart that shows the process and status of the project. She summarized what happened during the first round on the flow chart, which included focus group meetings and Survey #1.

Jessel explained that we were entering the second round, and asked stakeholders to inform this round by:

- Participating and distributing Survey #2
- Providing input, ideas and thoughts on potential site locations

E. Review Community Meeting Content and Survey Results

Ice Breaker Activity

Committee members participated in an icebreaker activity that Jessel Champoux led. Everyone turned to their neighbor(s) and talked about something they were looking forward to this spring.

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Jessel Champoux summarized the first public meeting that 12 community members attended. Community members in attendance were introduced to the five themes that included:

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Survey #1 Results

Jessel Champoux reviewed the results shown on posters of the first survey that 106 people took online and left 61 personal comments, input and opinions. In a larger group setting the committee members discussed things they noticed about the survey results.

Review of Survey #2

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Jenny Anderson provided overview of the eight potential sites. The committee was divided into three groups to analyze and discuss each site. Groups rotated between three facilitators to provide ideas, input and thoughts on the potential memorial site locations opportunities and constraints.

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These locations will be narrowed to about three sites based on the results of the second survey which will inform the memorial themes.

G. Next Steps

Jessel Champoux indicated next steps for the committee is to share the survey with their organizations, neighbors and community members. The committee was also encouraged to visit the potential memorial site locations, and review the site information that was discussed and distributed at the meeting.

Rich Mueller reminded committee members that the next community member meeting for the public is February 20 in the library.

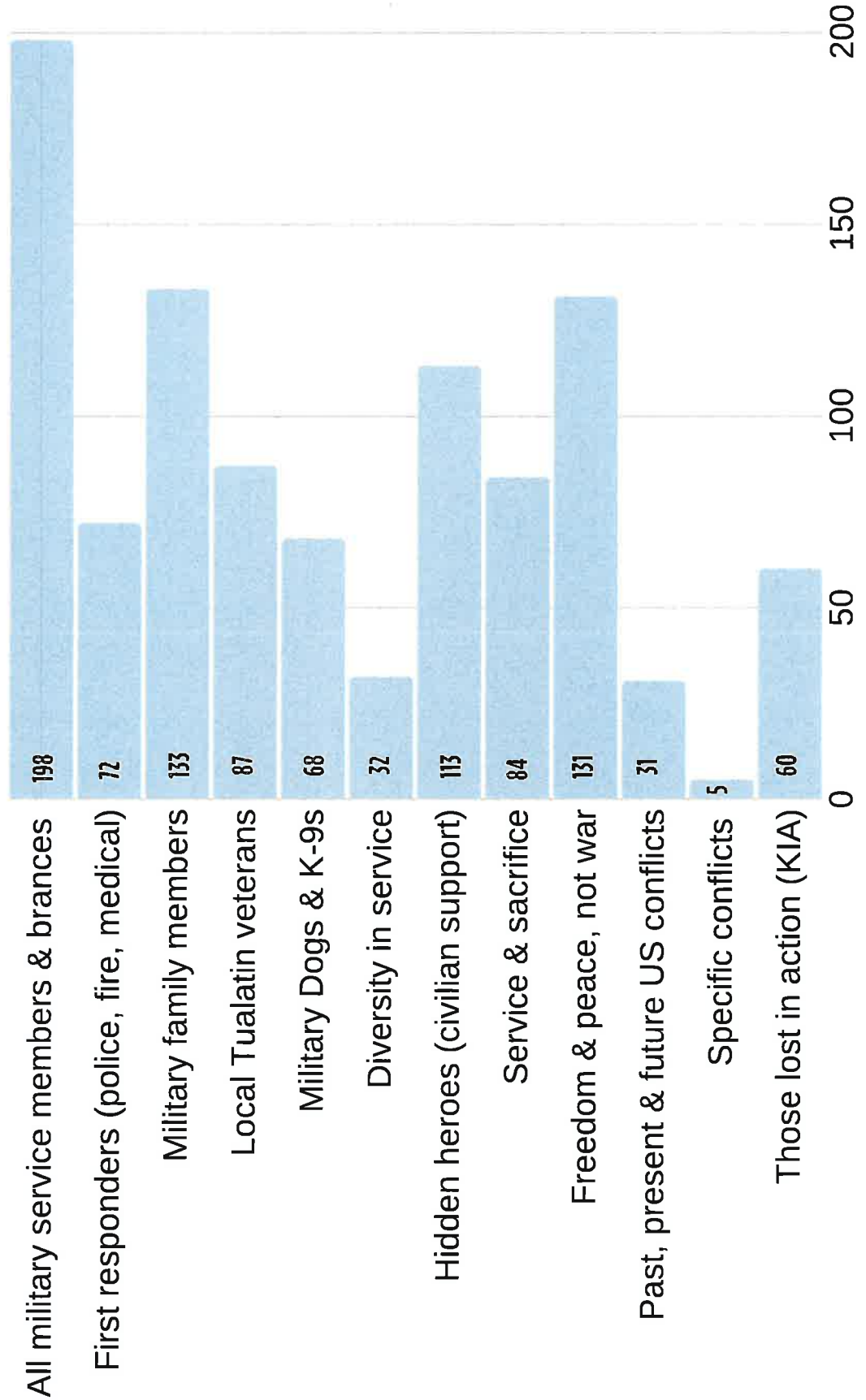
H. Adjournment

The meeting ended at 8 pm.



Veterans Memorial Survey II Results

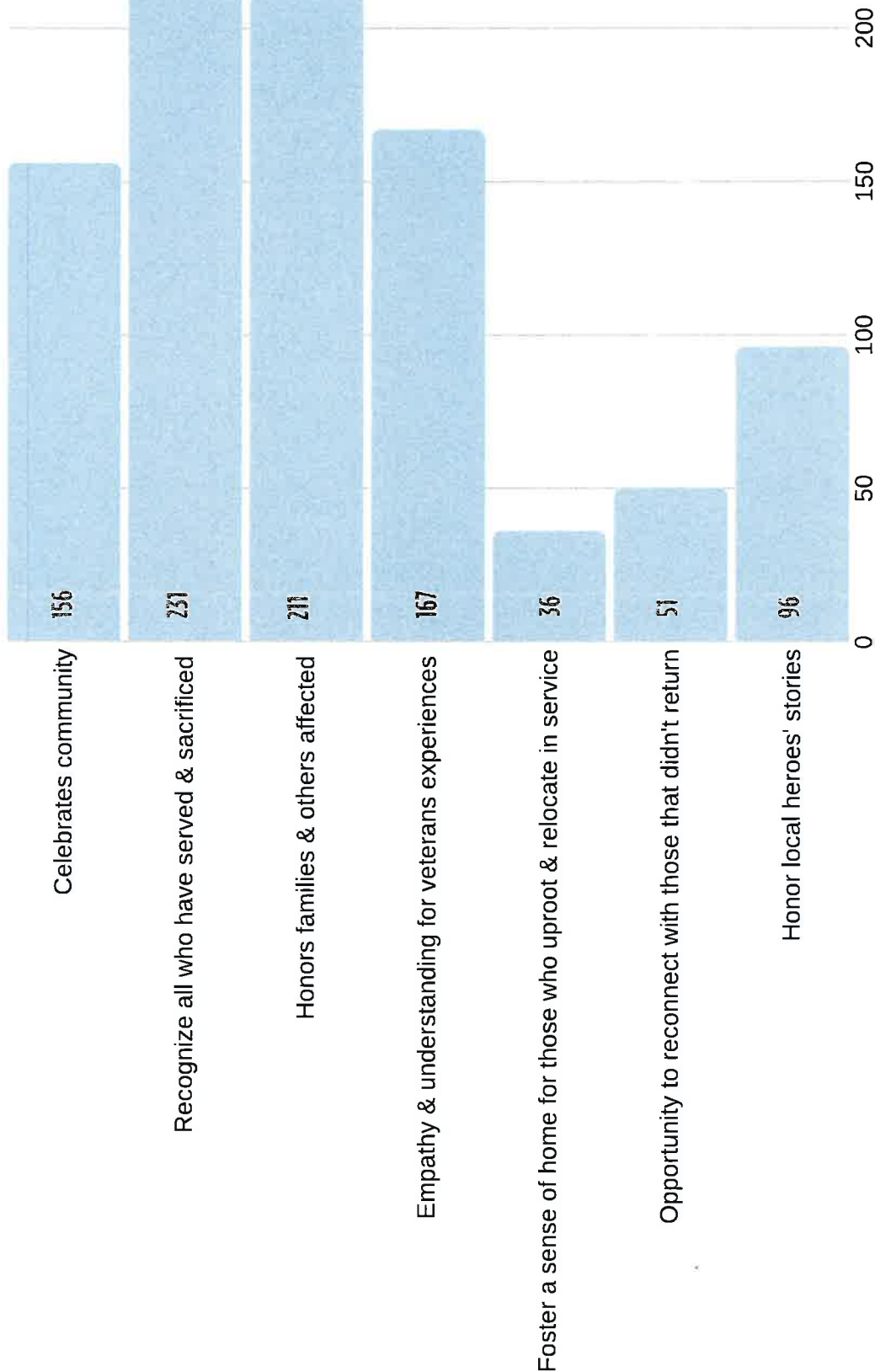
What/who should this memorial honor? Please select 3.



How would you like the community to connect to this memorial? Please select 3.



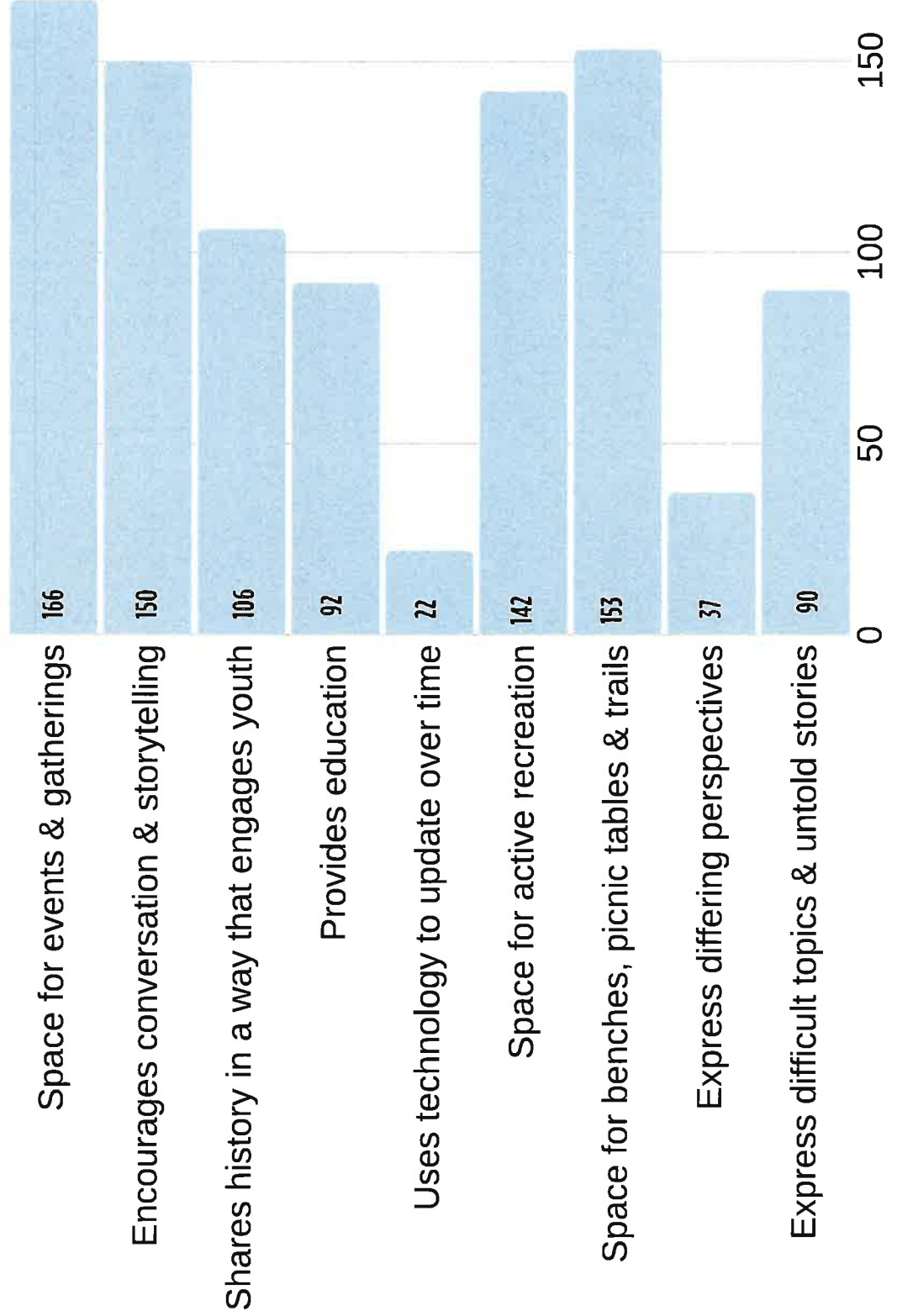
Veterans Memorial Survey II Results



How should this memorial engage with people? Please select up to 3.



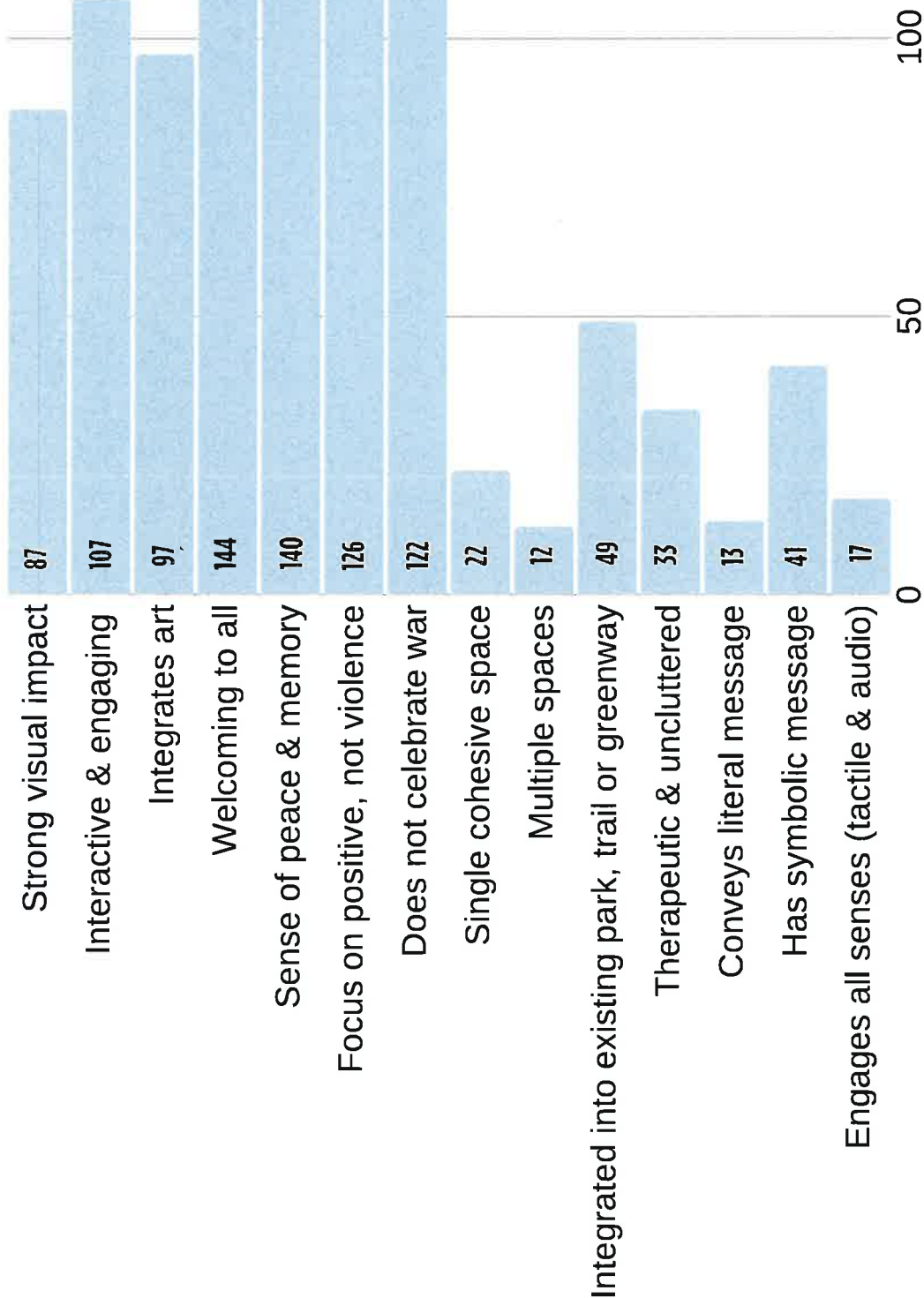
Veterans Memorial Survey II Results





Veterans Memorial Survey II Results

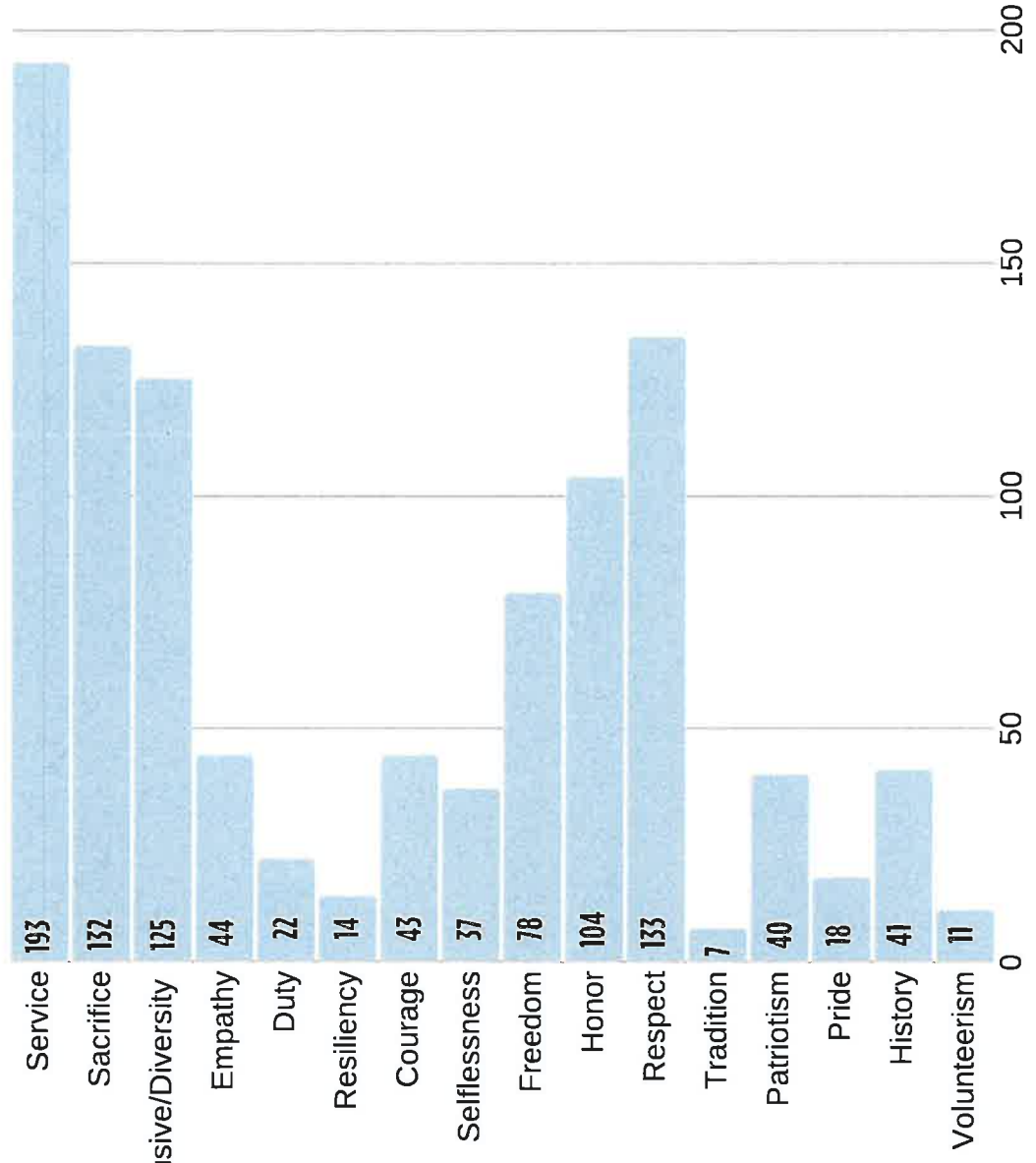
What experience should this memorial evoke? Please select up to 3.





Veterans Memorial Survey II Results

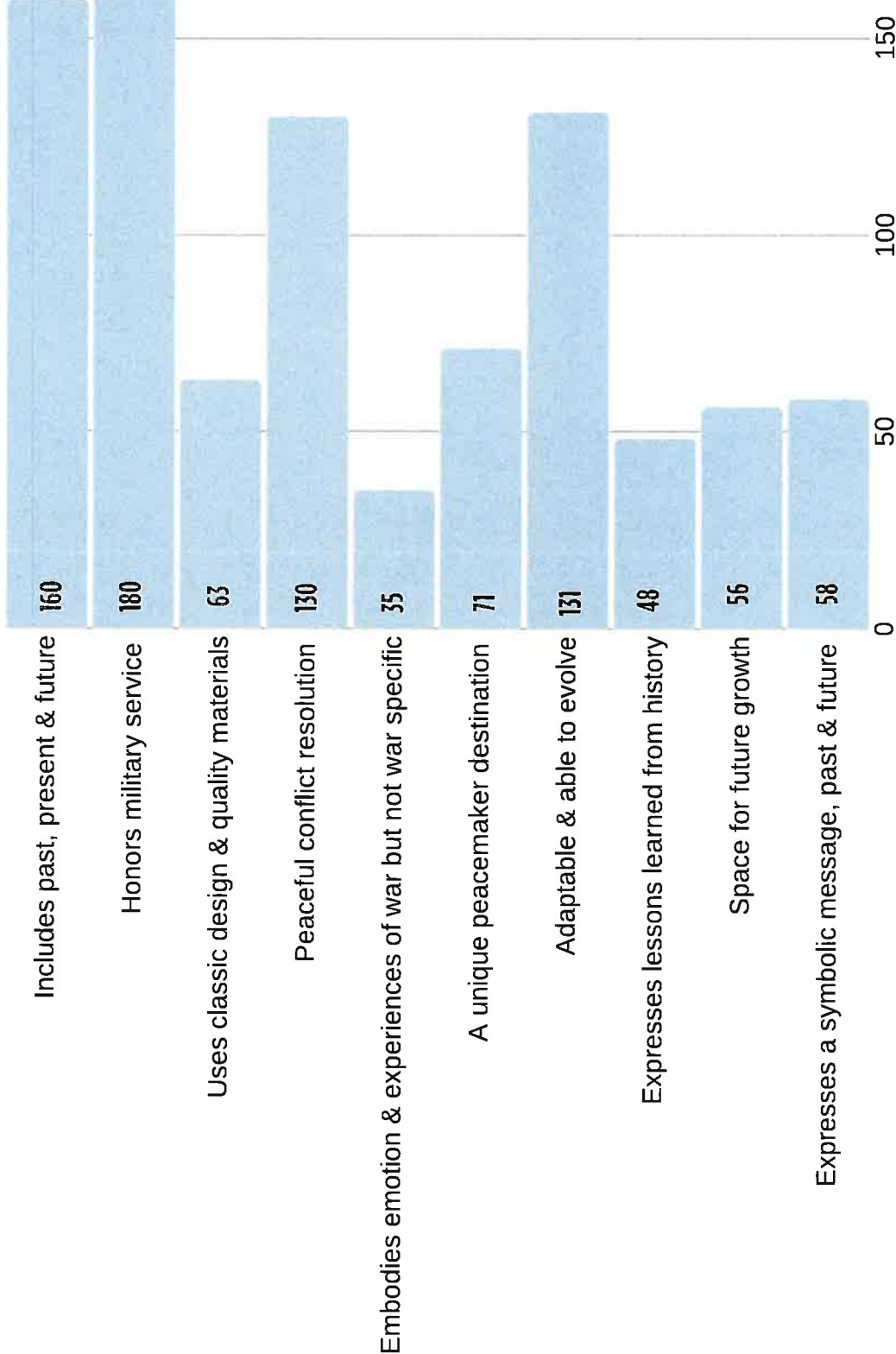
What shared values would you like to see? Please select up to 3.



How should this memorial be timeless? Please select up to 3.



Veterans Memorial Survey II Results



VETERAN MEMORIAL – Major Themes & Objectives

HONOR

Survey #2: What/who should this memorial honor?

- All military service members & branches
- Military family members
- Freedom & peace, not war
- Hidden heroes (civilian support)

CONNECTION

Survey #2: How would you like the community to connect to this memorial?

- Recognizing all who have served & sacrificed
- Honors families & others affected
- Empathy & understanding for veterans experiences
- Celebrates community

ENGAGEMENT

Survey #2: How should this memorial engage with people?

- Space for events & gatherings
- Space for benches, picnic tables & trails
- Encourages conversation & storytelling
- Space for active recreation

EXPERIENCE

Survey #2: What experience should this memorial evoke?

- Welcoming to all
- Sense of peace & memory
- Focus on positive, not violence
- Does not celebrate war
- Interactive & engaging

SHARED VALUES

Survey #2: What shared values would you like to see?

- Service
- Respect
- Sacrifice
- Inclusive/Diversity
- Honor

TIMELESS

Survey #2: How should this memorial be timeless?

- Honors military service
- Includes past, present & future
- Adaptable & able to evolve
- Peaceful conflict resolution

VETERAN MEMORIAL – Programming Activity

HONOR <i>Shows regard with great respect</i>				
Objective*	Program Elements	Metrics	Spatial Qualities	Design Ideas
All Military service members & branches				
Military family members				
Freedom & peace, not war				
Hidden heroes (civilian support)				

* Objectives defined by results of Survey #2

CONNECTION <i>A sense of community and belonging; the feeling that one matters to another and the group; commitment to one another</i>				
Objective*	Program Elements	Metrics	Spatial Qualities	Design Ideas
Recognizing all who have served & sacrificed				
Honors families & others affected				
Empathy & understanding for veterans' experiences				
Celebrates community				

* Objectives defined by results of Survey #2

ENGAGEMENT			
<i>Captures attention and promotes active interaction with the visitor.</i>			
Objective*	Program Elements (Gathering space)	Metrics (___ person capacity)	Spatial Qualities (large/flexible)
Space for events & gatherings			
Space for benches, picnic tables & trails			
Encourages conversation & storytelling			
Space for active recreation			

* Objectives defined by results of Survey #2

EXPERIENCE			
<i>Elicits a connection to the space by engaging the senses.</i>			
Objective*	Program Elements	Metrics	Spatial Qualities
Welcoming to all			
Sense of peace & memory			
Focus on positive, not violence			
Does not celebrate war			
Interactive & engaging			

* Objectives defined by results of Survey #2

SHARED VALUES				
<i>Common beliefs, ethics, concepts or principles that are important and lasting</i>				
Objective*	Program Elements	Metrics	Spatial Qualities	Design Ideas
Service				
Respect				
Sacrifice				
Inclusive/Diversity				
Honor				

* Objectives defined by results of Survey #2

TIMELESS			
<i>Considers the past, present and future; has relevance for several generations; can be altered or changed over time as needed; remains adaptable</i>			
Objective *	Program Elements	Metrics	Spatial Qualities
Honors military service			
Includes past, present & future			
Adaptable & able to evolve			
Peaceful conflict resolution			
* Objectives defined by results of Survey #2			

VETERAN MEMORIAL – Opportunities & Constraints

Site 1 - Browns Ferry Park

Pros

- Wooded
- Trees/ greenery
- Site on the river with a boat dock
- Restrooms
- Lots of sites within park
- Quiet/ peaceful
- Calming
- Other reasons to visit the site
- Big spaces and open areas
- Paved surfaces
- Trail – connection within and one

Cons

- Middle of no-where – car access only
- Willowbrook Art Camp – summer camp noise could be disruptive
- Flood risk- could have wet ground
- Isolated
- High bank – not visible

Site 2 – Sweek Pond Natural Area

Pros

- Wooded
- Quiet / secluded
- Lots of parking
- Could bring life to this site
- Water/pond
- Great space next to heritage center
- Good access
- Connection w/ heritage center – on heritage center property

Cons

- Isolated
- Lacks public transport
- Gravel pathway
- Wetlands
- Removal of tree

Site 3 – Toman and Riverkeepers Properties

Pros

- Ada accessible
- Sidewalk along side
- River with boat launch
- Trail
- Additional parking on the east side of the site

Cons

- Accessible by car only
- No restroom
- Not visually pleasing
- Loud
- Under bridge
- Small
- School traffic
- Parking
- Access/isolated
- Noise
- Flooding
- Nothing else to do

Site 4 – Little Woodrose Natural Area

Pros

- Accessible – Boones Ferry Road
- Welcoming
- Not developed - underutilized
- Public transit – Bus stop nearby
- Wooded
- Peaceful & quiet
- Scenic
- Access BF Road
- Large space

Cons

- Not much parking
- No water access
- Might not want to disturb the natural feeling
- Elevation and slopes
- No restroom
- Most of site is not ADA accessible
- Stairs
- Boones Ferry is too busy
- You would have to pave over natural area for parking and trail
- Would cost \$ to upgrade
- Not a clean slate- would take a lot of work to fix
- Neighbors would be unhappy with the development
- Doesn't feel safe as there have been attacks in this park
- Drug deals in this area
- No lights

Site 5 – Indian Meadows Greenway

Pros

- A progression – could have small stations
- Flat and accessible
- Boones ferry well-traveled road

Cons

- In backyards
- Vandalism because not well lit
- Near playground
- Boones ferry too busy
- Too residential – neighbors would not like lots of people
- Not enough pass throughs
- Not safe to have access into site for parking off Boones Ferry
- No parking lot - if buses were to come, they would have to park in residential
- No facilities

Site 6 – Chieftain Dakota Greenway

Pros

- A progression – could have small stations

Cons

- Too linear
- Not on the beaten path
- Swamp areas - too wet in the top of the trail and the bottom
- Residential - only on street parking
- Too nestled in – it feels like people’s backyard
- No possibility for gathering space
- Students/ vandalism & misbehavior
- The path at the southern part of site is not ADA
- No public transit – have to drive
- Downhill curve is not visible
- No central area

Site 7 – Tualatin Commons

Pros

- Central location
- Accessible by public transportation
- Easily accessible
- Very well attended
- Visible
- Water
- City parking lots adjacent to site
- There is a need to redevelop the entire block
- Hotel access and office buildings
- Level site
- Could consider combining commons with commons park site as a singular site
- Walking distance to library and VFW
- Easy access to other trails (Tualatin Community Park, Parks Department, etc.

Cons

- Too busy and hassle to get to/ not conducive for peaceful reflective space
- Loud
- Spatially small
- Walkway runs through space
- Does it fit in with core of lake? May feel intrusive if not its own thing
- Parking is difficult
- Long walk from other side of commons where accessibility is better
- No public restrooms (closest is library or other side of commons)
- Bus access and parking in adjacent lots difficult
- Needs a covered meeting space
- Lake not an asset because of what is around it; space could be a placemaker if associated an ancillary facility (i.e. building/interior space)
- Not a lot of room for expansion

Site 8 – Commons Park

Pros

- Wooded
- Isolated and its own space - could make the whole “island” an experience
- Could remove lane and provide parking and street crossing width
- SW Tualatin-Sherwood Road is under redesign (remove divider with road expansion)
- Natural barrier at edges
- Visible, everyone knows where it is
- Opportunity to change name
- Could retime crosswalk signals to improve access
- Strong visibility from cars
- Amenities nearby

Cons

- Too noisy & busy (difficult to concentrate on anything)
- Limited parking immediately adjacent to site
- Access to site is difficult / hard to get to (SW crosswalk is long and scary!, long wait times, have to cross busy streets to get to)
- Air quality poor due to idling cars
- Not a strong visual connection into site, so perceived safety issues
- No room for a building
- Not a people place, better appreciation from the car

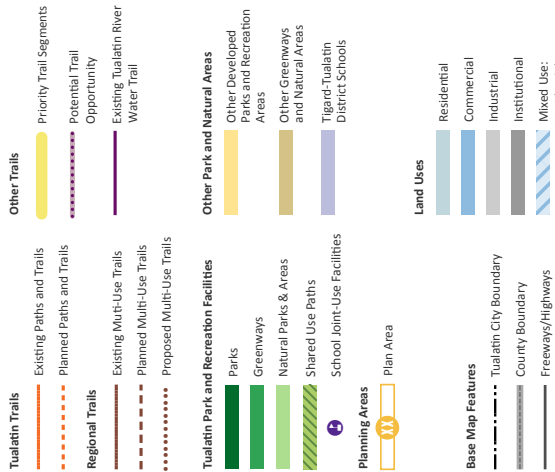
Veterans Memorial - Site Options

1. Browns Ferry Park - 5855 SW Nyberg Ln
2. Sweek Pond Natural Area - 8700 SW Sweek Dr
3. Toman & Riverkeepers Properties - 11605 & 11675 Hazelbrook Rd
4. Little Woodrose Natural Area - 21045 SW 90th Ave
5. Indian Meadows Greenway - Boones Ferry Rd. and Aisea Dr.
6. Chieftain Dakota Greenway - SW Dakota Dr. and SW Blake St.
7. Tualatin Commons - 8325 Nyberg St. (east side between Nyberg & Seneca)
8. Commons Park - Corner of Martinazzi, Nyberg and Tualatin-Sherwood Roads



PARKS & RECREATION MASTER PLAN

Map 3: Existing, Planned, and Proposed Trails



M I G Date: July 2018
 Sources: City of Tualatin, Parks and Recreation, 2017; Metro Regional Government, 2017; Oregon Spatial Data Library, State of Oregon, 2017.
 Disclaimer: This map is derived from various digital database sources. While an attempt has been made to provide an accurate map, the City of Tualatin, OR assumes no responsibility or liability for any errors or omissions in the information. This map is provided "as is".

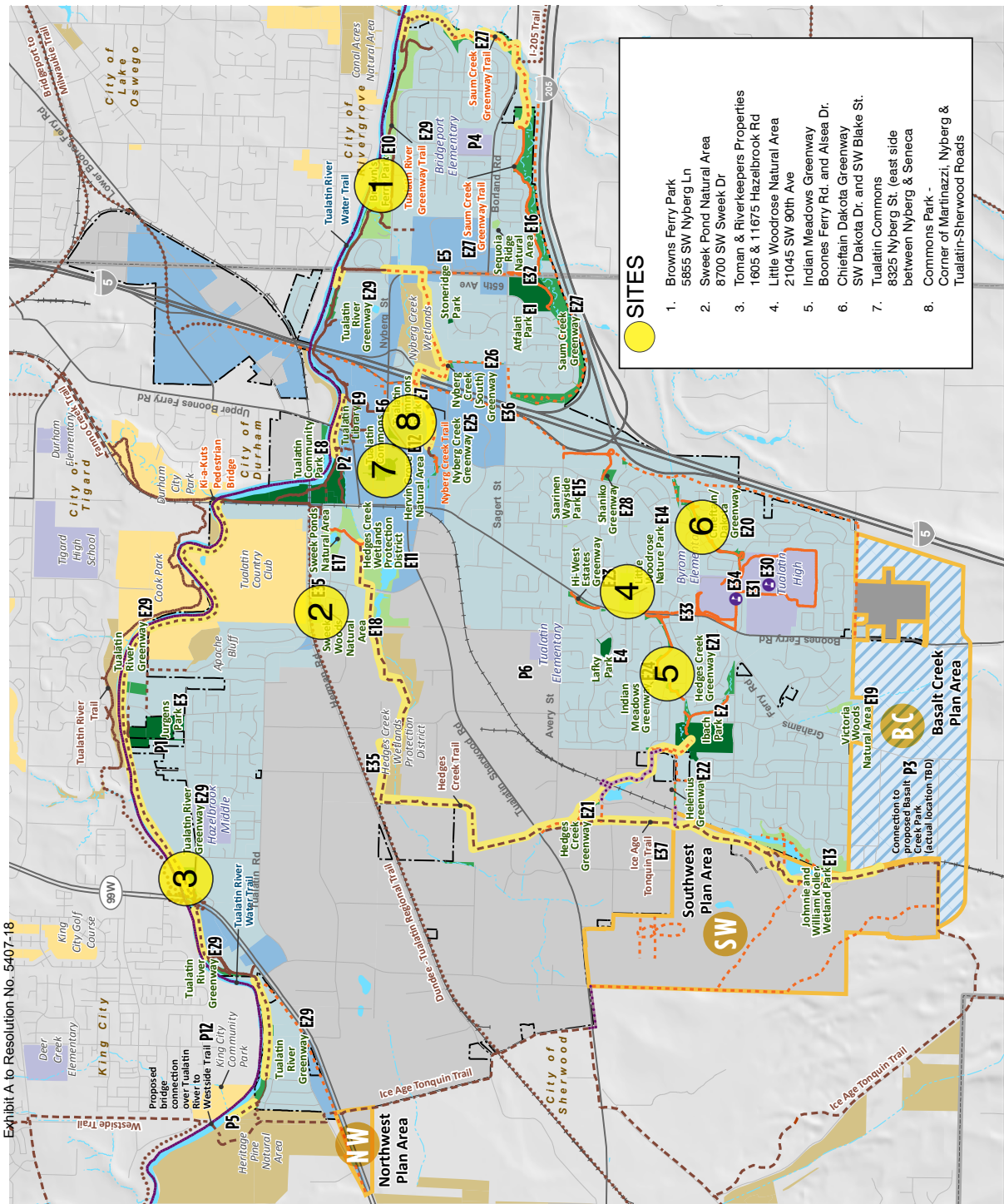


Exhibit A to Resolution No. 5407-18



Site 1: Brown's Ferry Park

5855 SW Nyberg Ln / Natural Area Park

Background Information

Brown's Ferry is a 28.33 acre natural area park located on the Tualatin River in east Tualatin. The park provides river access and passive recreation such as walking, picnicking, and wildlife viewing. Site features subtle grade changes with a variety of open greenspace, grassy fields, forest cover and habitat areas for wildlife and wetlands. The park is well used and connected to adjacent neighborhoods. Seasonally the park provides kayak rentals and a summer art program. There is on-site parking at the west end and next to the community center at the east end of the site. Site has a public restroom and water. Areas in high use have lighting and electrical.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the Tualatin River, creek and wetlands
- Surrounded by Residential neighborhoods
- Visible from Nyberg Rd; not high traffic

Future Master Plan Initiatives

- Stabilize banks of Tualatin River and Nyberg Creek with native vegetation
- Redevelop portions of Park to facilitate programs and events

Distance from Tualatin Public Library / 1.2 miles by car

Access to Public Transit from Site / 0.80 miles

Parking / Yes

ADA Accessibility / Yes

Water Access/Views / Access to Tualatin River via established boat launch, views to river, creek, on-site wetlands & ponds

Existing Pedestrian Walkways / Yes (Concrete & Soft Surface)

Tree Cover / Yes

Ambient Noise / Quiet, minor traffic (Nyberg Rd.)

High Visibility into Site / Visible from Nyberg Rd.

Close Proximity to / Legacy Meridian Medical Center, Bridgeport Elementary School, SW Nyberg Rd. commercial district, Stafford Hills Athletic Club

Demographics / Population Density: Medium density (4089/m2). Nearby neighborhood at south side of Nyberg (near the hospital): high density (10,000+/m2). | Median Income by neighborhood: \$114,766 & nearby neighborhood: \$35,107 | Race and Ethnicity: 87.5% White, 3.8% Hispanic, 8.7% Other



Site 2: Sweek Pond Natural Area
8700 SW Sweek Dr. / Natural Parks & Areas

Background Information
Sweek Pond Natural Area is a 7.91 acre site located in central Tualatin. The Trail Heritage Center is located on-site; parking is shared with the Police Department and Municipal Court. The site provides passive recreation including walking, and wildlife viewing by way of an established interpretive trail system that loops around the pond. The site is heavily wooded, with a few designated lookouts to the pond. A variety of interpretive panels showcasing "Birds! High & Low," "An Urban Wetland," "Tribal Homelands," and other site features or local heritage are distributed throughout the site. No restrooms are available.

- Other Site Observations**
- Probable natural area setback requirements
 - Probable environmental constraints due to flood restrictions along the trail
 - Overlooked and in close proximity to apartment buildings, trees provide buffer in many areas of the site; path is exposed to and abuts properties along southern edge
 - Opportunity to partner with Heritage Center for educational opportunities
 - Ample parking in shared lot
 - Walking distance from town
 - Site has limited visibility from Tualatin Rd/ Sweek Dr
 - No site lighting, water or electrical observed on-site

- **Distance from Tualatin Public Library** / 0.70 miles by car
- **Access to Public Transit from Site** / 0.40 miles
- **Parking** / Yes
- **ADA Accessibility** / Yes
- **Water Access/Views** / Views to pond only
- **Existing Pedestrian Walkways** / Yes (Concrete, Soft Surface)
- **Tree Cover** / Heavily wooded
- **Ambient Noise** / Quiet, minor vehicle traffic (SW Sweek Dr)
- **High Visibility into Site** / No
- **Close Proximity to** / Tualatin Parks and Recreation Office, Tualatin Community Park, Van Raden Community Center, Police Station, Apartments, Heritage Center
- **Demographics** / Population Density: Low 2061/mi² | Median Income: \$42,037 and the adjacent neighborhood is \$62,434 | Race and Ethnicity: 62.5% White, 27.1% Hispanic, 10.4% Other





Site 3: Toman & Riverkeepers Properties

11605 & 11675 Hazelbrook Rd / Natural Areas

Background Information

Toman & Riverkeepers properties is a 3.15 acre site located in Northwest Tualatin, bound by 99W to the west, Tualatin River to the north and SW Hazelbrook Rd. to the south. Site features easy river access for kayaks and canoes at establish boat launch, designated parking at trail head with additional on-street parking. The site is a mix of open space and trees. Buildings include the Tualatin Riverkeepers, a non-profit organization that protects and restores the Tualatin River Watershed. No restrooms are available.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the Tualatin River
- Large open green area due to recent construction work (pipe installation?). Re-vegetation underway.
- Access to boat launch under overpass (99W)
- No site lighting, water or electrical observed on-site
- Appears to have limited use

Distance from Tualatin Public Library / 2.60 miles by car

Access to Public Transit from Site / 0.60 miles

Parking / On-street and limited parking (3 spaces) at boat launch trailhead and Tualatin Riverkeepers

ADA Accessibility / Yes

Water Access/Views / Access & Views to Tualatin River via established boat launch

Existing Pedestrian Walkways / Yes (Concrete & Soft Surface)

Tree Cover / Along riverbanks and street only

Ambient Noise / Noisy due to traffic on 99W

Visibility into Site / Yes from 99W

Close Proximity to: RV Park, Apartments (across street), Toman Offices, Hazelbrook Middle School

Demographics / Population Density: Low 1537/ mi2
 | Median Income: \$62,434 | Race and Ethnicity: 85.6% White, 10.3% Hispanic, 4.1% Other



Site 4: Little Woodrose Natural Area
21045 SW 90th Ave / Natural Parks & Areas

Background Information

Little Woodrose Nature Park is a 6.55-acre natural area located in central Tualatin. The site offers surrounding residential uses access to nature, shade, trails and mature vegetation. The site is densely wooded with a soft surface loop trail and a short hard surface, accessible trail on West side.

Site Observations

- Sleep grades & stairs (must use stairs at east entrance); may make it difficult to place ADA paths without compromising natural area
- Probable environmental restrictions and sensitive areas
- Residential neighborhood at east entrance and busy road at west
- Need to explore parking (i.e., a few spots off Boones Ferry Road?)
- Presence of invasive species that needs to be mitigated
- Trail loops close to residential properties along SE side
- Church provides access to trail

Master Plan Goals

- Site recommendations for Little Woodrose Nature Park focus on stewardship to address deferred maintenance and natural area restoration and associated maintenance activities.
- Plant site with native vegetation.
 - Rebuild trail, entry, and stairways throughout the park and entryways.
 - Improve overall ADA access as part of all trail improvements.
 - Provide safety lighting.
 - Replace amenities and facilities at end of life cycle

Distance from Tualatin Public Library / 1.70 miles by car

Access to Public Transit from Site / 0.10 miles

Parking / on residential streets at east entrance only

ADA Accessibility / No

Water Access/Views / No

Existing Pedestrian Walkways / Yes (Soft surfaces)

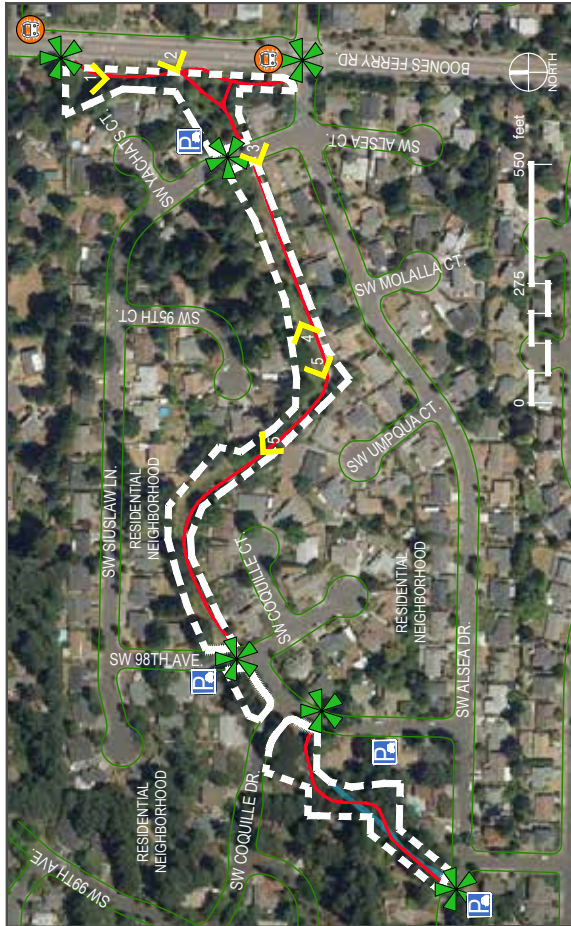
Tree Cover / Heavily Wooded

Ambient Noise / Very Minor Vehicle Traffic

High Visibility into Site / No due to trees

Close Proximity / Tualatin Presbyterian Church, Indian Meadows Greenway

Demographics / Population Density: Med population density 6302/mi² | Median Income by neighborhood: \$91,713 | Race and Ethnicity: 75.3% White, 11.1% Hispanic, 13.6% Other



Site 5: Indian Meadows Greenway
Boones Ferry Rd. & Alsea Dr. / Greenway

Background Information

Indian Meadows Greenway is a 0.45-acre site located in Central Tualatin near Little Wood Rose Nature Park. The trail meanders through a residential neighborhood and connects to other greenways, and eventually Ibach Park. Site has a few dispersed openings throughout and a larger open green space that parallels Boones Ferry Rd.

Other Site Observations

- Minimal amenities
- Bus stop nearby
- Site is generally flat and appears to be ADA accessible

Distance from Tualatin Public Library / 1.70 miles by car

Access to Public Transit from Site / 0.10 miles

Parking / On residential streets only at trail crossings

ADA Accessibility / Yes

Water Access/Views / -

Existing Pedestrian Walkways / Yes (Concrete, Soft Surface)

Tree Cover / Mix of trees and open spaces

Ambient Noise / Minor, only at street crossings & along Boones Ferry Rd.

High Visibility into Site / Yes at street crossings & when paralleling Boones Ferry Rd.

Close Proximity / Little Woodrose Nature Park

Demographics / Population Density: Low 981/m2 | Median Income: \$68,839 | Race and Ethnicity: 78.9% White, 15.3% Hispanic, 7.8% Other



Site 6: Chieftain Dakota Greenway

SW Dakota Dr. and SW Blake St. / Greenway

Background Information

Chieftain Dakota Greenway is a 1.36 acre and 1.59 acre, 2 tax lot site in Central Tualatin. The greenway connects Tualatin High School residential neighborhoods and Blake Creek. The greenway transitions from wooded (near high school) to grassy open areas (near Dakota). For most of its length, residential properties abut the greenway.

Other Site Observations

- There might be environmental restrictions associated with creek
- Located near Tualatin High School
- Crossing at SW Dakota Dr. has been upgraded to include articulated crosswalk and removable bollards
- Located between residential properties
- Site is generally flat until SW Dakota Dr. when it gains elevation until the High School
- Creates strong connection to residential neighborhood

Distance from Tualatin Public Library / 1.80 miles by car

Access via Public Transit / 0.60 miles

Parking / On residential streets only

ADA Accessibility / Yes

Water Access/Views / Views to a creek

Existing Pedestrian Walkways / Yes (Concrete, Asphalt)

Tree Cover / Mix of trees and open spaces

Ambient Noise / Minor, only at street crossings

High Visibility into Site / At street crossings only

Close Proximity / Tualatin High School

Demographics / Population Density / Low

by neighborhood: \$91,713 | Median Income

75.3% White, 11.1% Hispanic, 13.6% Other



Site 7: Tualatin Commons
8325 Nyberg St (east, between Nyberg & Seneca) / Commons

Background Information

Site recommendations for the site focus on overall reinvestment, enhancing the fountain, and maintaining to the original design standards

Other Site Observations

- Prominent site and heavily used with shops/restaurants nearby
- Site paving and landscaping is fatigued and needs upgrades
- Lighting and electrical hookups
- Water fountain nearby and restrooms on other side of pond

Master Plan

- Aerate the lake or improve water circulation to upgrade water quality.
- Renovate or replace the surface, system, plumbing, and spray heads at fountain.
- Renovate, improve, and install additional restrooms and storage space.
- Consider addition of non-slip surfacing to improve pedestrian safety.
- Replace amenities and facilities at end of life-cycle.

Distance to Tualatin Public Library / .20 miles by car

Access via Public Transit / .20 miles

Parking / Ample free parking in surface lots

ADA Accessibility / Yes

Water Access/Views / Views to Tualatin Lake

Existing Pedestrian Walkways / Yes (Concrete)

Tree Cover / Partial

Ambient Noise / Minor Nearby Vehicle Traffic

High Visibility into Site / Strong views to site from parking lots and Northern access road

Close Proximity / Central Business Core, Commons Park

Demographics / Population Density: Low population density 1278 / m2 | Median Income by neighborhood: \$42,307 | Race and Ethnicity: 62.5% White, 27.1% Hispanic, 10.4% Other



Site 8: Commons Park

Corner Martinazzi, Nyberg and Tualatin-Sherwood Roads / Commons

Distance to Tualatin Public Library / .20 miles by car

Access via Public Transit / 0 miles (on-site)

Parking / Free parking available in surface lots nearby, but no parking at site

ADA Accessibility / Yes

Water Access/Views / No

Existing Pedestrian Walkways / Yes (Concrete)

Tree Cover / Mix of trees and open spaces; more dense vegetation along streets

Ambient Noise / Loud; heavy vehicle traffic from Sherwood Rd. & Martinazzi Ave.

High Visibility into Site / vegetation limits views

Close Proximity / Central Business Core, Tualatin Commons

Demographics / Population Density: Low population density 1278/ mi² | Median Income by neighborhood: \$42,307 | Race and Ethnicity: 62.5% White, 27.1% Hispanic, 10.4% Other

Background Information
Tualatin Commons Park the "Gateway to Tualatin," located near Interstate 5 along Nyberg Road. It hosts gateway signage, with strong visibility to traffic coming from the east. The park provides art and passive opportunities. It is bound on all sides by busy streets with two pedestrian connections at northwest and southwest corners. The site is underused, likely due to difficulty of access.

Site Observations

- Shops and restaurants nearby
- Open lots for parking nearby but very difficult to cross busy street
- Potential to explore parking along SW Nyberg Street by removing a traffic lane or taking from the site
- Bus stop at site (SW Martinazzi Ave.)
- Site paving and furnishing are fatigued
- Mature trees throughout
- First park people will see entering Tualatin

Master Plan

- Site recommendations focus on maintenance, safety, and adding new touches that enhance its function as a visible gateway.
- Improve sight lines into park.
 - Improve site drainage.

Stakeholder Advisory Committee Meeting #3 (Virtual) - Presentation

Welcome! You have arrived to the Veterans Memorial Stakeholder Advisory Meeting. Please review the following as you wait for the meeting to begin. If you are having troubles connecting to video/audio, please reach out to Jessel at 503.232.0520.

Video/Teleconferencing – Meeting Etiquette

1. Choose a quiet location
2. Consider your surroundings (if using video)
 - a. Background should not be distracting or bright
 - b. WE GO WHERE YOU GO
3. **Mute yourself when you are not speaking**
4. Please participate when invited
 - a. Raising your hand (video only)
 - b. Write a chat message
5. Keep comment brief (30 seconds or less) and positive
6. Speak up
7. Identify yourself when you start talking

Video/Teleconferencing - Tips & Troubleshooting



If you are joining with your computer (for video) **AND** have dialed in using a phone (for audio), please make sure you have entered your audio PIN:

1. Click the Settings icon in the top toolbar.
2. Under the Phone tab, **locate** the Audio PIN.

Note: If you are using a mobile app to join to the session and are connecting via Phone Call, you do not need to use an Audio PIN. Your phone call will automatically be registered with the session.



MEETING AGENDA

Veterans Memorial Stakeholder Advisory Committee Meeting
March 31, 2020 - 6:30 pm

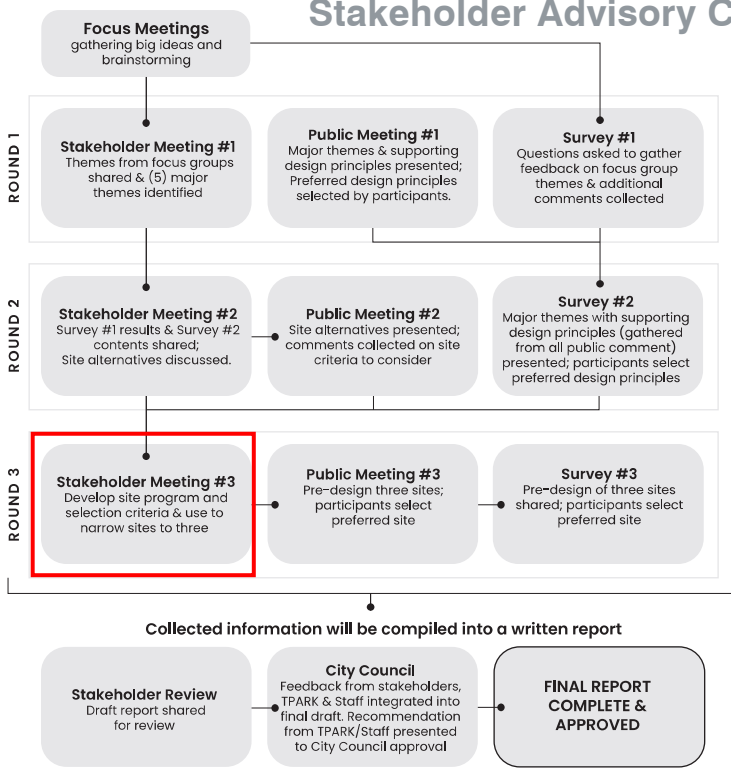
Video Conference
Go To Meeting

- A. Welcome & Introductions
 1. Review Ground Rules & Shared Values
- B. Review of Minutes
 1. February 13, 2020
- C. Communication
- D. Survey #2 Results
- E. Site Program Activity
- F. Narrow Site Locations
- G. Next Steps
- H. Adjournment

COMMON GROUND

- We are stronger together
- Listen to understand
- Share the air
- Criticize ideas, not people
- Honor others' perspectives
- Bring a spirit of co-creation

Stakeholder Advisory Committee Meeting #3 (Virtual) - Presentation



MEETING SUMMARY

Veterans Memorial Stakeholder Advisory Committee Meeting
February 13, 2020

Tualatin Public Library
Community Room
18878 SW Martinazzi Avenue, Tualatin

Members Present:	Brett Hamilton, John Knippers, Joe Lipscomb, Dale Potts, Christen Sacco, Elena Stripling
Members Absent:	Matt Antis, Buck Braden, Mayor Frank Bubenik, Christopher Friz, Brandon Gill, Greg Meiling, Cole Vessey, Anthony Warren, Trisha Wilson
Staff Present:	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager
Consultants Present:	Jessel Champoux, Project Manager Jenny Anderson, Landscape Designer
Public Present:	Ray Pitz, Tigard Tualatin Times News Editor

A. Welcome and Introductions

Rich Mueller welcomed committee members and the public to the meeting. Rich started off introductions and asked each member to introduce themselves and the organization(s) they represent.

B. Review of Minutes

Committee members reviewed the minutes of the January 16, 2020 Stakeholders Advisory Committee Meeting, and all present agreed to the accuracy and content.

C. Communication

1. Staff
None
2. Public
Rich Mueller asked Ray Pitz the News Editor for the Tigard Tualatin Times who was attending the meeting to introduce himself.

D. Project Status Update

Jessel Champoux reviewed the Common Ground Poster which was introduced at Public Meeting # 1 for strategies on how we can efficiently work together. Jessel presented for committee members review and comments, the flow chart that shows the process and status of the project. She summarized what happened during the first round on the flow chart, which included focus group meetings and Survey #1.

Jessel explained that we were entering the second round, and asked stakeholders to inform this round by:

- Participating and distributing Survey #2
- Providing input, ideas and thoughts on potential site locations

E. Review Community Meeting Content and Survey Results

Ice Breaker Activity
Committee members participated in an icebreaker activity that Jessel Champoux led. Everyone turned to their neighbor(s) and talked about something they were looking forward to this spring.

Community Engagement Meeting #1 Review
Jessel Champoux summarized the first public meeting that 12 community members attended. Community members in attendance were introduced to the five themes that included:

- Engagement
- Connection
- Timeless
- Experience
- Shared Values

These five themes were the result of which came out of the Stakeholder Advisory Committee Meeting #1.

At the first community engagement meeting, the public was able to add bulleted items they felt were missing, under each of the five themes. Public participants did a prioritization exercise to place a dot next to top three bullet items under each theme. This prioritization data was recorded and included in the elements listed in the second survey that is now live. The goal was to give community members an opportunity to brainstorm ideas and begin to understand public sentiment on focus group feedback.

Survey #1 Results

Jessel Champoux reviewed the results shown on posters of the first survey that 106 people took online and left 61 personal comments, input and opinions. In a larger group setting the committee members discussed things they noticed about the survey results.

Review of Survey #2

Additional feedback collected from the Public Meeting and Survey #1 was included in the information Jessel Champoux presented, and used to create a second survey that is currently live (until beginning of March). The purpose of this survey is to prioritize feedback and top design principles for this project to move forward with. The second survey results will be shared at the next stakeholder group meeting to create a design program and site selection criteria. The committee brainstormed and discussed ideas on how to do outreach and build awareness for the survey and upcoming meetings. Jessel encouraged everyone to commit to sharing the survey with at least 10 other people.

F. Review and Discuss Site Options

Jenny Anderson provided overview of the eight potential sites. The committee was divided into three groups to analyze and discuss each site. Groups rotated between three facilitators to provide ideas, input and thoughts on the potential memorial site locations opportunities and constraints.

Locations reviewed and discussed by the committee included:

- Brown's Ferry Park
- Saseak Pond Natural Area
- Toman & Riverkeepers City Properties
- Little Woodrose Natural Area
- Indian Meadows Greenway
- Cheftain Dakota Greenway
- Tualatin Commons
- Commons Park

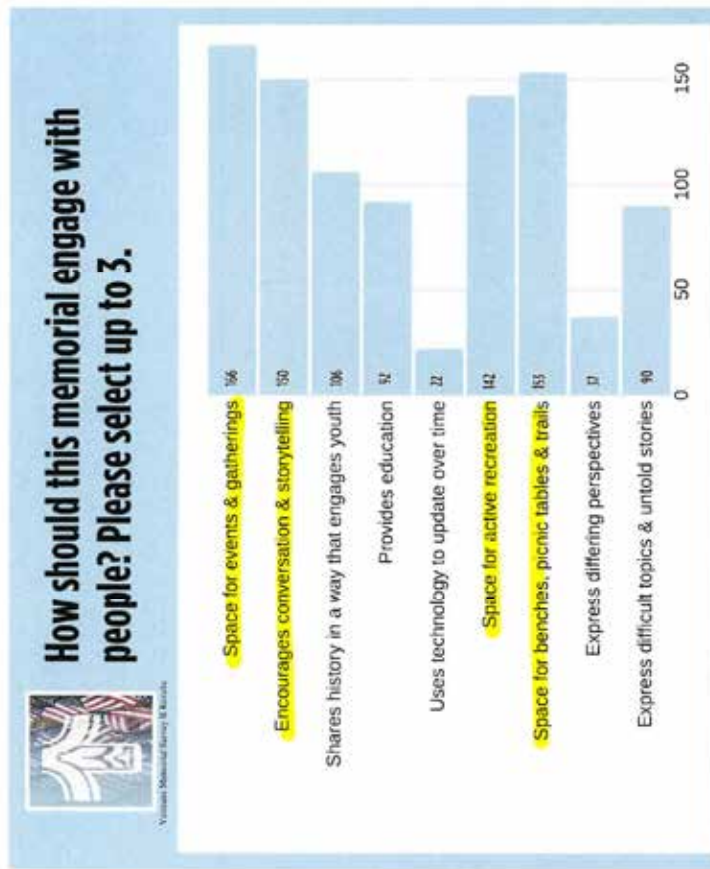
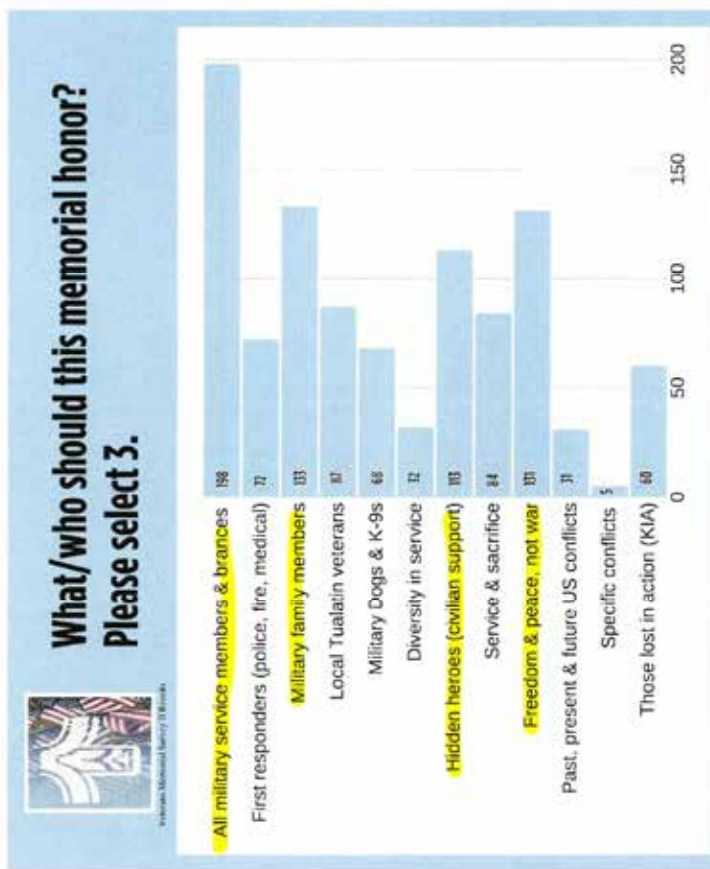
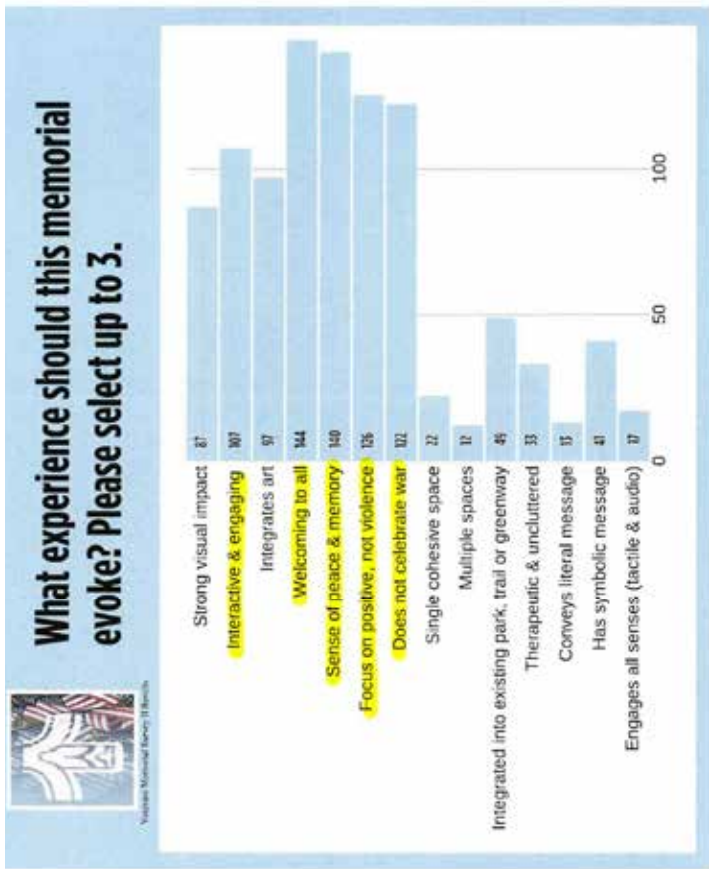
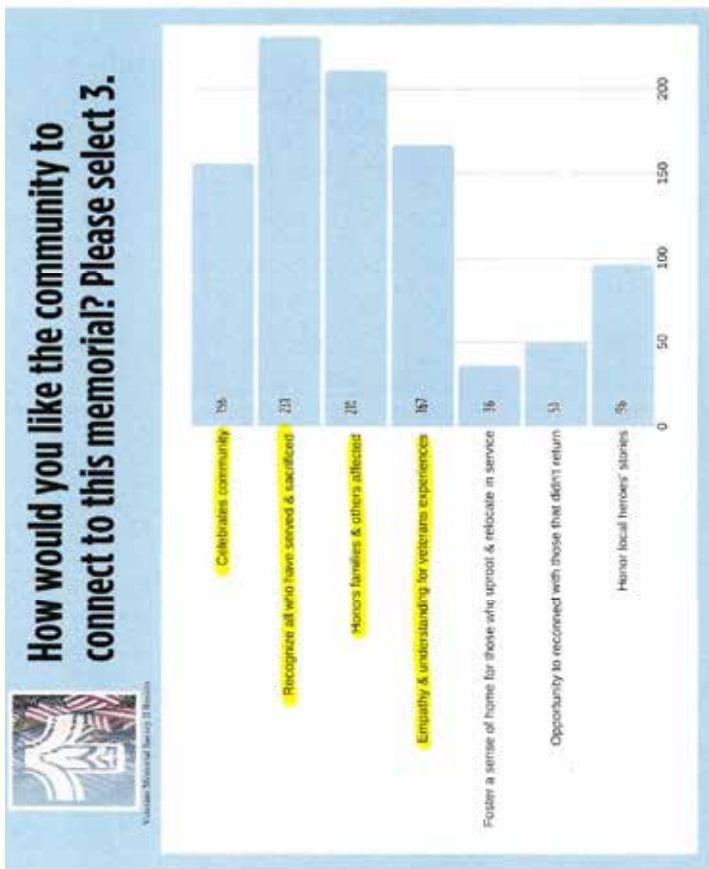
These locations will be narrowed to about three sites based on the results of the second survey which will inform the memorial themes.

G. Next Steps

Jessel Champoux indicated next steps for the committee is to share the survey with their organizations, neighbors and community members. The committee was also encouraged to visit the potential memorial site locations, and review the site information that was discussed and distributed at the meeting. Rich Mueller reminded committee members that the next community member meeting for the public is February 20 in the library.

H. Adjournment

The meeting ended at 8 pm.

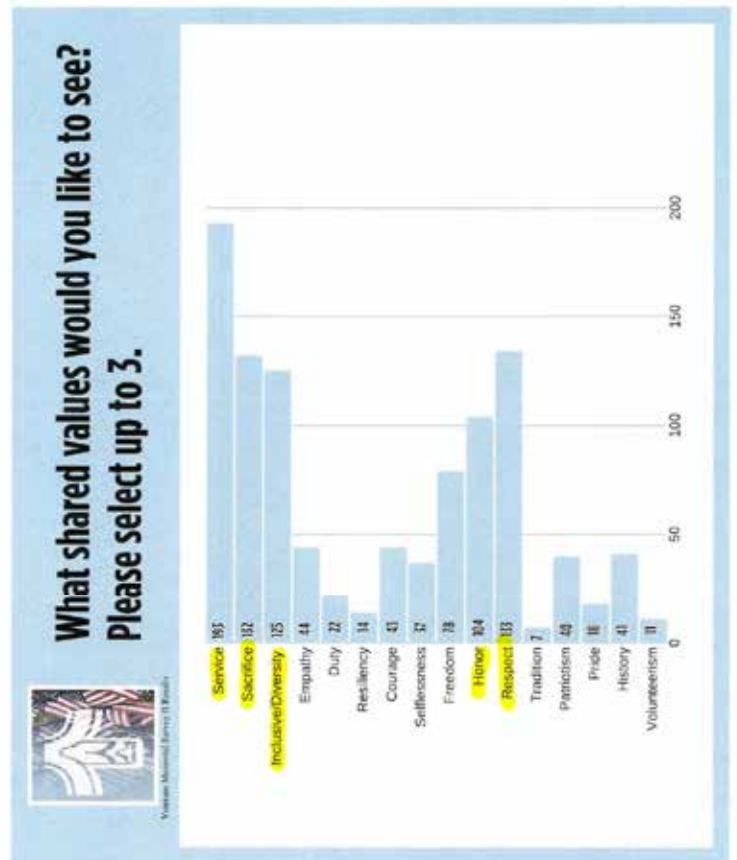
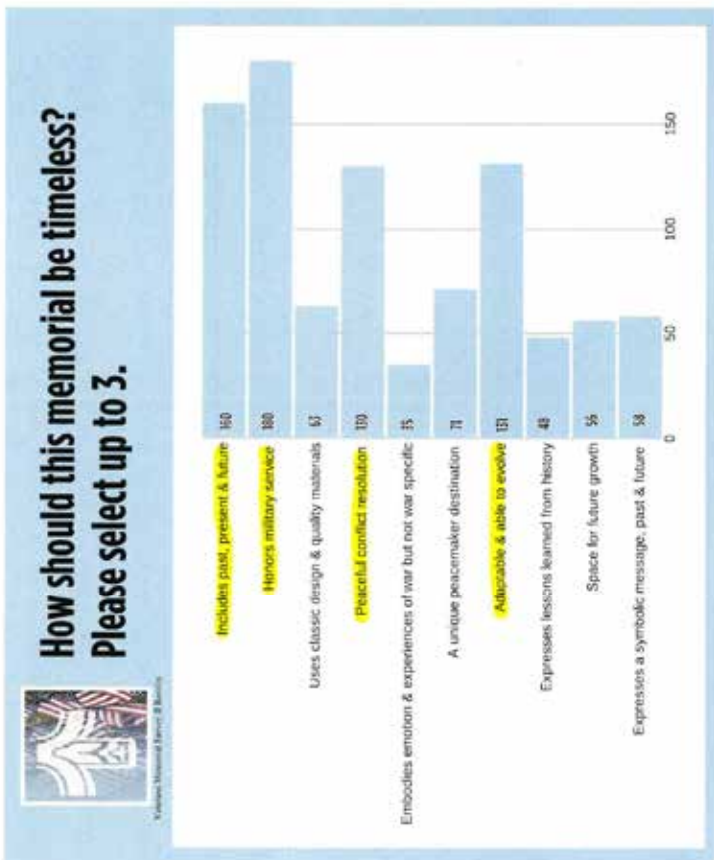


Primary Meeting Objectives:

1. Develop a site program
2. Use that site program + site knowledge as criteria to select up to (3) preferred sites

What is site programming?

Why is it needed?



VETERAN MEMORIAL – Major Themes & Objectives

HONOR

- Survey #2: What/who should this memorial honor?
- All military service members & branches
 - Military family members
 - Freedom & peace, not war
 - Hidden heroes (civilian support)

EXPERIENCE

- Survey #2: What experience should this memorial evoke?
- Welcoming to all
 - Sense of peace & memory
 - Focus on positive, not violence
 - Does not celebrate war
 - Interactive & engaging

CONNECTION

- Survey #2: How would you like the community to connect to this memorial?
- Recognizing all who have served & sacrificed
 - Honors families & others affected
 - Empathy & understanding for veterans experiences
 - Celebrates community

SHARED VALUES

- Survey #2: What shared values would you like to see?
- Service
 - Respect
 - Sacrifice
 - Inclusive/Diversity
 - Honor

ENGAGEMENT

- Survey #2: How should this memorial engage with people?
- Space for events & gatherings
 - Space for benches, picnic tables & trails
 - Encourages conversation & storytelling
 - Space for active recreation

TIMELESS

- Survey #2: How should this memorial be timeless?
- Honors military service
 - Includes past, present & future
 - Adaptable & able to evolve
 - Peaceful conflict resolution

VETERAN MEMORIAL – Programming Activity Instructions

1. Identify **program elements** or a list of uses/improvements for the site that have physical attributes
2. Establish **metrics** for program elements such as quantity or size
3. Describe **spatial qualities** needed to accomplish objective(s)
4. Share **design ideas** of ways objective(s) can be expressed physically

EXAMPLE

Objective: provide space for events & gatherings

1. **Program Element:** Gathering Space
2. **Metric:** provide a space with a capacity of 50 people standing
3. **Spatial Qualities:** large, flexible open space; quiet; visible
4. **Design Ideas:** Open lawn, plaza, etc.

TO BE OBJECTIVE

Rich Public Process:

- Focus Groups
- Stakeholders
- Public (over 500 participants)
- Project postings (newsletters, website, social media, etc.)

SHARED VALUES			
Common beliefs, ethics, concepts or principles that are important and lasting			
Objective*	Program Elements	Metrics	Spatial Qualities
Service			
Respect			
Sacrifice			
Inclusive/Diversity			
Honor			

* Objectives defined by results of Survey #2

ENGAGEMENT			
Captures attention and promotes active interaction with the visitor.			
Objective*	Program Elements	Metrics	Spatial Qualities
Space for events & gatherings	(Gathering space)	(person capacity)	(large/flexible)
Space for benches, picnic tables & trails			
Encourages conversation & storytelling			
Space for active recreation			

* Objectives defined by results of Survey #2

CONNECTION			
<i>A sense of community and belonging; the feeling that one matters to another and the group; commitment to one another</i>			
Objective*	Program Elements	Metrics	Design Ideas
Recognizing all who have served & sacrificed			
Honors families & others affected			
Empathy & understanding for veterans' experiences			
Celebrates community			

* Objectives defined by results of Survey #2

VETERAN MEMORIAL – Programming Activity

HONOR			
<i>Shows regard with great respect</i>			
Objective*	Program Elements	Metrics	Design Ideas
All Military service members & branches			
Military family members			
Freedom & peace, not war			
Hidden heroes (civilian support)			

* Objectives defined by results of Survey #2

TIMELESS			
<i>Considers the past, present and future; has relevance for several generations; can be altered or changed over time as needed; remains adaptable</i>			
Objective*	Program Elements	Metrics	Design Ideas
Honors military service			
Includes past, present & future			
Adaptable & able to evolve			
Peaceful conflict resolution			

* Objectives defined by results of Survey #2

EXPERIENCE			
<i>Elicits a connection to the space by engaging the senses.</i>			
Objective*	Program Elements	Metrics	Design Ideas
Welcoming to all			
Sense of peace & memory			
Focus on positive, not violence			
Does not celebrate war			
Interactive & engaging			

* Objectives defined by results of Survey #2

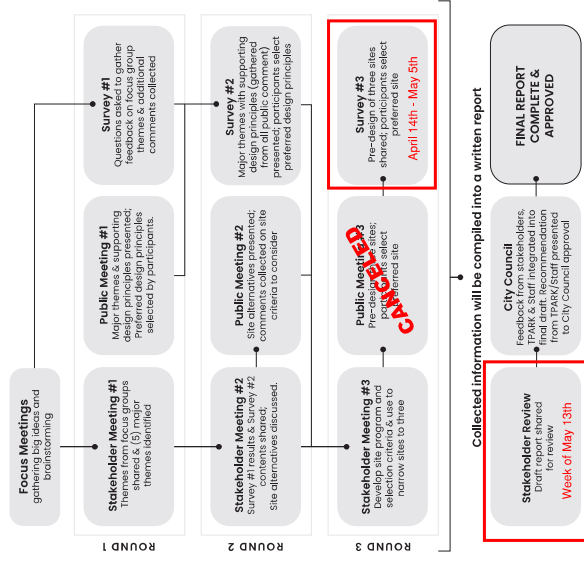
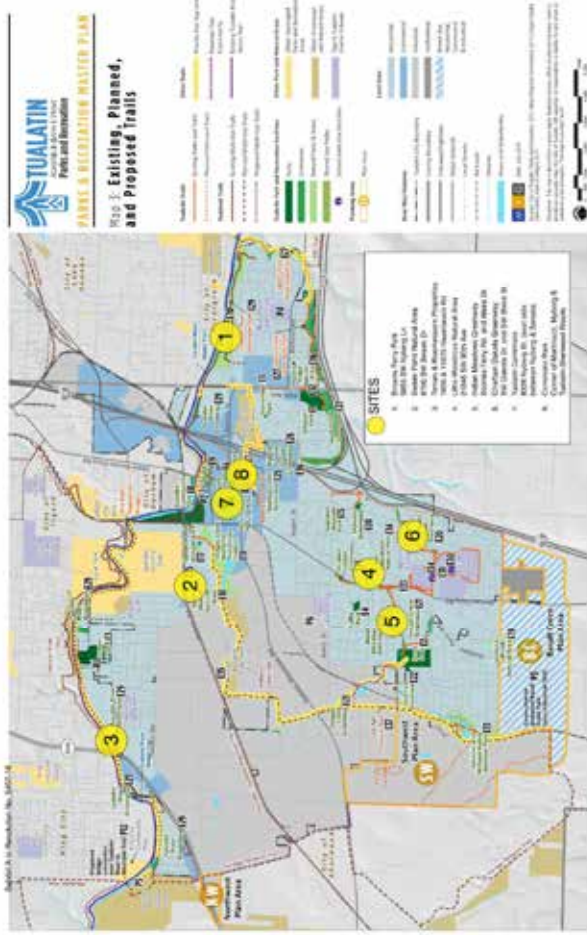
VETERAN MEMORIAL – Site Selection Activity Instructions

Select up to (3) sites that are most compatible with the site program (established in the first activity). You may also refer to the following site information:

1. **Site Options** - presented at the second stakeholder advisory meeting and the second public meeting (included in the meeting packet).
2. **Site Opportunities and Constraints** – outlined on the following pages (these results were identified during the second stakeholder advisory meeting and the second public meeting).

Select up to (3) preferred sites:

- Site 1- Browns Ferry Park
- Site 2 – Sweet Pond Natural Area
- Site 3 – Toman and Riverkeepers Properties
- Site 4 – Little Woodrose Natural Area
- Site 5 – Indian Meadows Greenway
- Site 6 – Chieftain Dakota Greenway
- Site 7 – Tualatin Commons
- Site 8 – Commons Park



NEXT STEPS

Anything Else?		
Program Element	Metric	Design Ideas
(Parking) (Proximity to Public Transportation)	Spatial Qualities	



Meeting Minutes

Veterans Memorial Stakeholders Advisory Committee May 28, 2020

Virtual Meeting

Members Present:	Mayor Frank Bubenik, Brandon Gill, Brett Hamilton, Joe Lipscomb, Dale Potts, Christen Sacco, Elena Stripling,
Members Absent:	Matt Antis, Buck Braden, Christopher Friz, John Knippers, Greg Meiling, Cole Vessey, Trisha Wilson, Anthony Warren
Staff Present:	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager
Consultants Present:	Jessel Champoux, Project Manager Jenny Anderson, Landscape Designer
Public Present:	

A. Welcome & Introductions

Jessel Champoux brought the meeting to order at 6:32 pm, and welcomed committee members to the meeting. Jessel reviewed the common ground rules and shared values, along with the project process chart. Jessel introduced Park and Recreation staff and Shapiro Didway project consultants, and reviewed video conference etiquette.

B. Review of Minutes

The committee review the March 31, 2020 Minutes from Stakeholder #3 Meeting. Jessel Champoux asked if committee members had any meeting minute's comments, and there were none. Jessel asked each committee member to introduce themselves, say how COVID has affected them, and state if they concur with the minutes. There was a unanimous consensus to approve the meeting minutes.

C. Communications

No public were present.

D. Review of Survey # 3 Results

Jessel Champoux thanked committee members for getting the word out about the survey and reviewed the survey results. There were 262 people that participated and completed the survey with 79 people who provided additional comments. The Tualatin Commons with 53% is the preferred site, Sweek Pond having 32%, and Brown's Ferry Park with 15%.

Stakeholder Advisory Committee Meeting #4 (Virtual) - Summary

Veterans Memorial Stakeholders Advisory Committee – May 28, 2020

Jessel asked committee members to type into the chat box what excites them about the Commons location. The responses included:

- The Commons does serve as a gathering space for our community.
- It is an opportunity to create a PlaceMaker space.
- High visibility. Great access. Central location.
- Ease of access, liked draft design, lots of foot traffic and events in the area so will be very visible.
- Lot of potential for usage, accessible.
- Central location, agrees with other comments.

E. Draft Report

Jessel Champoux summarized the project purpose, process and scope. Jessel thanked committee members for their time, effort and dedication to this planning project. The community outreach and engagement was reviewed which had participation from over 900 people. Jenny Anderson discussed the community engagement results that included who the memorial should honor, and the themes and objectives. Jenny also summarized who the community did not desire to honor at this memorial, and what the community decided it did not wish included at the site or as part of the memorial. Jessel discussed the site locations and assessment. The design program that identified site characteristics and physical attribute elements was discussed. The process to select a preferred site was summarized by Jessel.

Jessel asked members to indicate in the chat box if anything was missing from the report. Committee members provided the following comments in the chat box:

- Nothing obvious missing.
- Seems complete.
- I feel you have done a great job and captured all items we have discussed. Thank you for your efforts and listening to our community.
- Looks good.
- I think the community did a great job in selecting a site.

Committee members were asked if they had other comments or questions with no discussion pursued.

F. Next Steps

Jessel Champoux explained this project planning phase and process will inform the design phase and site features. Committee members were asked what their biggest take away from the project was. Committee responses included:

- The process made a big difference in the outcome.
- Funding opportunities were discussed.
- Value in the process to see the whole picture before deciding specific design elements.
- Pride, connection, project process from start to end, and moving forward.
- There was no idea how to do it, the direction and process were good and impressed at consultants professionalism.
- Observed process, good learning experience and opportunity, learned how public spaces are created.
- Impressed with stakeholders passion, will led to outstanding memorial, Council should know the time and dedication that went into the report.
- Initiated whole concept, opportunity to all, unique placemaker, huge step today from

Stakeholder Advisory Committee Meeting #4 (Virtual) - Summary

Veterans Memorial Stakeholders Advisory Committee – May 28, 2020

where we were, covers all vets and military history.

Ross Hoover provided the date (June 9) of the Park Advisory Committee where the report will be review and consideration for a recommendation to Council. Council will received a report presentation on June 22. Ross thanked committee members, for the ideas to the vision, which the project represents. Jessel mentioned to send additional comments to Rich Mueller by Monday, June 1.

G. Adjournment

Jessel Champoux thanked committee members for their time and hard work, and adjourned the meeting at 7:47 pm.



MEETING AGENDA

**Veterans Memorial Stakeholder Advisory Committee Meeting
May 28, 2020 - 6:30 pm**

Video/Audio Conference

Go To Meeting

United States: +1 (646) 749-3112

Access Code: 820-364-749

A. Welcome & Introductions

1. Review Ground Rules & Shared Values

B. Review of Minutes

1. March 31, 2020

C. Communication

D. Survey No. 3 Results

E. Draft Report

1. Executive Summary
2. Stakeholder Input

F. Next Steps

G. Adjournment

Stakeholder Advisory Committee Meeting #4 (Virtual) - Presentation

Welcome! You have arrived to the Veterans Memorial Stakeholder Advisory Meeting. Please review the following as you wait for the meeting to begin. If you are having troubles connecting to video/audio, please reach out to Jessel at 503.232.0520.

Video/Teleconferencing – Meeting Etiquette

1. Choose a quiet location
2. Consider your surroundings (if using video)
 - a. Background should not be distracting or bright
 - b. WE GO WHERE YOU GO
3. **Mute yourself when you are not speaking**
4. Please participate when invited
 - a. Raising your hand (video only)
 - b. Write a chat message
5. Keep comment brief (30 seconds or less) and positive
6. Speak up
7. Identify yourself when you start talking

Video/Teleconferencing - Tips & Troubleshooting



If you are joining with your computer (for video) **AND** have dialed in using a phone (for audio), please make sure you have entered your audio PIN:

1. Click the Settings icon in the top toolbar.
2. Under the Phone tab, **locate the Audio PIN.**

Note: If you are using a mobile app to join to the session and are connecting via Phone Call, you do not need to use an Audio PIN. Your phone call will automatically be registered with the session.



MEETING AGENDA

Veterans Memorial Stakeholder Advisory Committee Meeting
May 28, 2020 - 6:30 pm

Video/Audio Conference

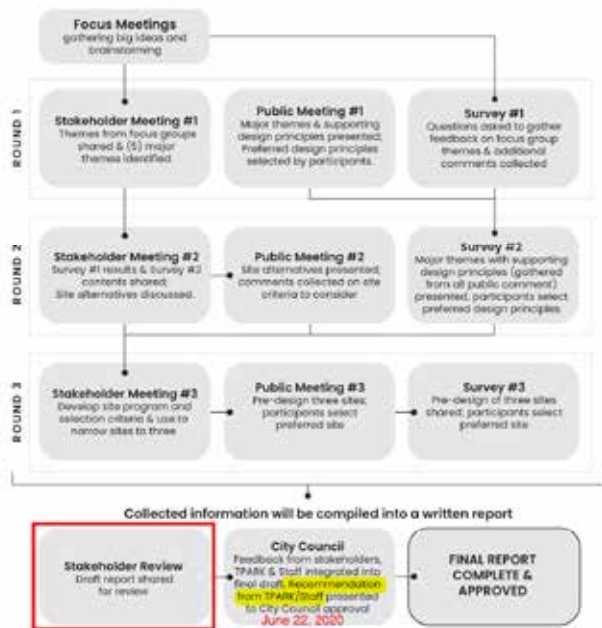
Go To Meeting
United States: +1 (846) 749-3112
Access Code: 820-364-749

- A. **Welcome & Introductions**
 1. Review Ground Rules & Shared Values
- B. **Review of Minutes**
 1. March 31, 2020
- C. **Communication**
- D. **Survey No. 3 Results**
- E. **Draft Report**
 1. Executive Summary
 2. Stakeholder Input
- F. **Next Steps**
- G. **Adjournment**

COMMON GROUND

- We are stronger together
- Listen to understand
- Share the air
- Criticize ideas, not people

Stakeholder Advisory Committee Meeting #4 (Virtual) - Presentation



Meeting Minutes Veterans Memorial Stakeholders Advisory Committee March 31, 2020 Virtual Meeting

- Members Present:** Matt Antis, Buck Braden, Mayor Frank Bubenik, Brandon Gill, Brett Hamilton, John Knippers, Joe Lipscomb, Dale Potts, Christen Sacco, Elena Stripling, Anthony Warren
- Members Absent:** Steve Bobb, Christopher Friz, Greg Melling, Cole Vessey, Trisha Wilson
- Staff Present:** Ross Hoover, Parks and Recreation Director
Rich Mueller, Parks Planning and Development Manager
- Consultants Present:** Jessel Champoux, Project Manager
Jenny Anderson, Landscape Designer
- Public Present:** Ed Casey

- A. Welcome & Introductions**
Jessel Champoux brought the meeting to order at 6:33 pm, and welcomed committee members and public to the meeting. Jessel reviewed the common ground principles and summarized the project to date. Jessel introduced Park and Recreation staff and Shapiro Didway project consultants, and reviewed video conference etiquette.
- B. Review of Minutes**
The committee review the February 13, 2020 Minutes from Stakeholder #2 Meeting. Jessel Champoux asked if committee members had any comments, and there were none. Jessel asked each committee member to introduce themselves and state if they approved of the minutes. There was a unanimous consensus that the minutes were accurate and reflected the meeting.
- C. Communications**
There was none.
- D. Review of Survey # 2 Results**
Jessel Champoux thanked committee members for getting the word out about the survey and reviewed the survey results. There were 320 people that participated and completed the survey with 37 people who provided additional comments. The committee members discussed their survey observations, and the results that stakeholders were excited about.

Veterans Memorial Stakeholders Advisory Committee – March 31, 2020

- E. Site Program Activity**
Jessel Champoux introduced and an explained the programming exercise. The six major themes that include Honor, Experience, Connection, Shared Values, Engagement, and Timelessness were reviewed, along with the 26 objectives. These themes and objectives resulted from the public surveys, community engagement meetings and stakeholders advisory committee meetings. Jessel provided and led the committee through an example of the site program activity that included: program elements, metrics, spatial qualities, and design ideas. The committee as a group participated in the site program activity as members discussed each major project theme, and corresponding objectives to brainstorm the physical site attributes needed for the memorial site location. After discussion and consideration of additional site amenities and features needed for a memorial, the committee members determined the following physical site attributes:
- Gathering Space (for 30 -50 people)
 - Intimate/Passive Spaces with seating (for 2-3 people)
 - Space for solitude
 - Space for storytelling (small stage/platform)
 - Recreation Space (can accommodate activities)
 - Interpretive Element (art/ monument/informational)
 - Dedication Area
 - Signage
 - Parking (25 cars max)
 - Public Transportation (in close proximity)
- F. Narrow Site Locations**
Using the site program criteria activity to determine the physical site attributes that committee members determined during the engagement activity, members then discussed sites that should be removed. The sites removed due to not meeting the criteria determined for a memorial site were Toman & Riverkeeper are parkland, Little Woodrose Natural Area, Indian Meadows Greenway, and Chieftain Dakota Greenway. The sites the committee further considered were Brown's Ferry Park, Sweek Pond Natural Area, Tualatin Commons, and Tualatin Commons Park. The committee discussed the remaining sites, and members were asked to enter their top three choices in the chat or to email them on to Rich Mueller by Friday, April 3, 2020. Committee members selected the following three sites to present for public consideration: Brown's Ferry Park, Seek Pond area and Tualatin Commons public plaza.
- G. Adjournment**
Jessel Champoux thanked committee members for their time and hard work, and adjourned the meeting at 8:15 pm.

Survey III

The third survey was released to the public on April 17th, 2020 and remained open for three (3) weeks. The survey introduced site concept diagrams for Brown's Ferry Park, Sweek Pond Natural Area and Tualatin Commons. The diagrams incorporated the site program's design program collected at the Stakeholder Advisory Committee Meeting #3. 252 people took the survey with 79 additional comments. Additional comments have been summarized below. Detailed comments can be found in the appendices section. The following were the results from the survey:



OTHER COMMENTS

- Most comments were to relocate their site: Tualatin Commons (25 comments), Sweek Pond (10 comments) and Brown's Ferry Park (4 comments)
- Other comments were to say where it should NOT be: Brown's Ferry Park (5 comments) and Tualatin Commons (1 comment)
- Please not use: needs to be respectful (8 comments)
- Great ideas and site options (4 comments)
- Thanks for allowing community to vote (4 comments)
- Thanks for honoring military/ veterans (3 comments)
- Focus needs to be on patriotism (2 comments)



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Acknowledgments

PROJECT PARTNERS

City of Tualatin
 Ross Hoover, Parks & Recreation Director
 Rich Mueller, Parks Planning & Development Manager
 Kyia Cesca, Office Coordinator

People of Tualatin
 Conceptual guidance & review

CONSULTANT TEAM

Shapiro Didway
Lead, Landscape Architect & Public Outreach
 Jessal Champoux, Landscape Architect
 Jenny Anderson, Landscape Design

Bridging Language Services
Public Outreach, Translator, & Interpreter
 Nodila Ruiz, Owner

Strategic Solutions Consulting
Public Outreach & Facilitator
 Ashley Horne, Principal

STAKEHOLDER ADVISORY COMMITTEE

Matt Antis, Resident & Business Owner, National Guard
 Buck Braden, Arts Advisory Committee
 Frank Bubenik, Mayor
 Christopher Fitz, Forward Assist
 Brandon Gill, TPARK
 Brett Hamilton, Arts Advisory Committee
 John Knippars, VFW
 Joe Lipscomb, Local Veteran
 Greg Meiling, VFW, American Legion
 Dale Potts, Local Veteran
 Christen Sacco, TPARK
 Elena Stripling, Teen Representative
 Cole Vessey, Forward Assist, American Legion
 Anthony Warren, TPARK
 Tricia Wilson, Commercial CIO

Project Purpose:

Gather input from stakeholders and the public on:

1. Development of themes, concepts & objectives
2. Site assessment
3. Program definition
4. Site selection

NOT MEMORIAL DESIGN

THANK YOU!!!

Stakeholder Advisory Committee Meeting #4 (Virtual) - Presentation



Executive Summary

In October 2019, the City of Tualatin Parks and Recreation engaged Shapiro Dickey (SD) to generate a concept, and preferred site selection for a Veterans Memorial based on input from the Tualatin community at large. The first phase of outreach focused on visioning for the memorial. Big ideas were gathered from focus group discussions and a public survey. Feedback was synthesized into categories and refined into (5) core themes by Stakeholder Advisory Committee (SAC) members. Finally, the public was given an opportunity to clarify "who" the memorial should honor and select desired objectives under each core theme.

The second phase of outreach focused on selecting a preferred site for the memorial. Eight (8) sites were considered. Each was assessed by the consultant team and presented to the SAC and public for feedback. Based on feedback, end site program developed by SAC, suitable sites were narrowed to three. Finally Site Concept Diagrams were prepared by the consultant team and shared with the public to facilitate the preferred site selection.

Community Outreach & Engagement

Community outreach and engagement included focus group meetings with local veterans, Tualatin Parks Advisory Committee, Tualatin Arts Advisory Committee, Tualatin Youth Advisory Council, Tualatin Diversity Task Force, Veterans of Foreign Wars, and Forward Austin. Four (4) Stakeholder Advisory Committee Meetings with community representatives, two (2) Community Engagement Meetings, and three (3) public surveys. The project was also promoted by the City, Veterans organizations, the consultant team and SAC by personal outreach to community leaders, a project website, social media postings and other communication methods. The project was promoted in Spanish with outreach to community leaders and the Latino community at large, bilingual engagement materials, interpreting services at public meetings, social media postings, a project website, and by setting up a table at the Tualatin Public Library.

Participation from over 900 people enriched the process and confirmed community sentiment for the future memorial space.

Who the Memorial Should Honor

Through outreach and engagement with the community, it was clarified that the memorial should honor:

- All military service members & branches
- Military family members
- Freedom & peace, not war
- Hidden heroes (civilian support)

Core Themes & Objectives

Through outreach and engagement with the community, five (5) core themes and associated objectives proved to be fundamental to the vision of the memorial.

CONNECTION

Sense of community and belonging; feeling that one matters; commitment to one another.

- Recognizing all who have served & sacrificed
- Honors families & others affected
- Empathy & understanding for Veterans experiences
- Celebrates community

SHARED VALUES

Common beliefs, ethics, concepts or principles that are important and lasting.

- Service
- Respect
- Sacrifice
- Inclusive/Diversity
- Honor

ENGAGEMENT

Captures attention and promotes active interaction with visitors.

- Space for events & gatherings
- Space for benches, picnic tables & trails
- Encourage conversation & storytelling
- Space for active recreation

TIMELESS

Considers the past, present and future; has relevance for generations; can change over time; remains adaptable.

- Honors military service
- Includes past, present & future
- Adaptable & able to evolve
- Peaceful conflict resolution

EXPERIENCE

Connection to the space by engaging the senses.

- Welcoming to all
- Sense of peace & memory
- Focus on positive, not violence
- Does not celebrate war
- Interactive & engaging

Outreach responses gave clear direction on who and what the memorial is not. Repeatedly, public comments stated the memorial should not emphasize war or glorify violence in any way. Rather, it should focus on service, and a positive message. There was also a strong preference to avoid overwhelming amounts of information and educational facts, but rather to create an inclusive space, welcoming to all in the community. Finally, much discussion was generated regarding who the memorial should or should not honor. Survey results clarified the memorial should not focus on list responders, and specific references to conflicts or people.

Site Assessment

The consultant team assessed eight (8) potential sites with support documentation provided by the City. Sites included:

- Brown's Ferry Park
- Seesk Pond Natural Area
- Toman & Van Rijn City Properties
- Little Woodcove Natural Area
- Indian Meadows Greenway
- Chieftain Dakota Greenway
- Tualatin Commons
- Commons Park

Site analysis for each site was presented at Stakeholder Advisory Committee Meeting II and Community Engagement Meeting II. Participants were guided through each site and given an opportunity to provide feedback on opportunities and constraints.

Design Program

Using objectives from Veterans Memorial Survey II, the Stakeholder Advisory Committee was guided through a programming activity to create a design program for the memorial. This program outlines desired uses and site features that have spatial characteristics for the site. Desired memorial physical attribute elements include:

- Gathering space:** Provide a gathering space to accommodate 50 people standing or 30 people sitting. The space should be flexible and open to accommodate diverse programming and small community gatherings.
- Intimate/passive spaces with seating:** Provide an intimate space or a sequence of smaller spaces that accommodate two to three people comfortably sitting.
- Space for solitude:** Provide a space that is quiet, reflective, calming and peaceful.
- Space for personal storytelling:** Provide a passive space where people can do personal storytelling.
- Recreation space:** Provide a recreational space that can accommodate physical activities such as programming.
- Dedication area:** Provide a dedication area that is inclusive of all.
- Interpretive element(s):** Provide interpretive element(s) that will serve as a focal point that celebrates life and remains timeless.
- Signage:** Provide signage for the Memorial.
- Parking:** Provide parking for up to 25 cars.
- Public transportation:** The site should be accessible by public transportation.

Preferred Site Selection

Based on each site's opportunities and constraints and the design program, the Stakeholder Advisory Committee selected three sites most suitable for the memorial. These included:

- Brown's Ferry Park
- Seesk Pond Natural Area
- Tualatin Commons

The consultant team then spatially arranged site program physical attribute elements on each site, conceptually illustrating how each site could be developed. These Site Concept Diagrams were introduced to the public in Survey III, where participants were asked to select their preferred site. **The preferred site selected is Tualatin Commons.**

Next Steps

This report serves as the "road map" to Tualatin's Veterans Memorial, clearly outlining public sentiment and what is held as important and essential to this future community space. Next steps will build on these extensive outreach findings, with the development of concept designs for the Memorial, located at the preferred Tualatin Commons site. Through this Schematic Design phase, a consultant team will conduct additional public outreach and establish design intent for the memorial. Once a preferred schematic design is selected and associated costs outlined, funding opportunities can be determined for construction documentation and installation.

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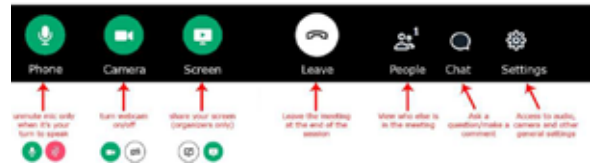
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 - b. Write a chat message
5. Keep comment brief (30 seconds or less) and positive
6. Speak up
7. Identify yourself when you start talking

Video/Teleconferencing - Tips & Troubleshooting



If you are joining with your computer (for video) **AND** have dialed in using a phone (for audio), please make sure you have entered your audio PIN:

1. Click the Settings icon in the top toolbar.
2. Under the Phone tab, **locate the Audio PIN.**

Note: If you are using a mobile app to join to the session and are connecting via Phone Call, you do not need to use an Audio PIN. Your phone call will automatically be registered with the session.



MEETING AGENDA

Veterans Memorial Stakeholder Advisory Committee Meeting
May 28, 2020 - 6:30 pm

Video/Audio Conference

Go To Meeting
United States: +1 (646) 749-3112
Access Code: 820-364-749

- A. **Welcome & Introductions**
 1. Review Ground Rules & Shared Values
- B. **Review of Minutes**
 1. March 31, 2020
- C. **Communication**
- D. **Survey No. 3 Results**
- E. **Draft Report**
 1. Executive Summary
 2. Stakeholder Input
- F. **Next Steps**

COMMON GROUND

- We are stronger together
- Listen to understand
- Share the air
- Criticize ideas, not people

Community Engagement Meetings

Minutes



Veterans Memorial Community Engagement Meeting January 28, 2020

Tualatin Public Library
18878 SW Martinazzi Avenue

Present: Ed Casey, Victor B. Frank, Neta George, Brett Hamilton, Joe Lipscomb, Michelle Mueller, Carmen Parr, Dale Potts, Councilor Valerie Pratt, Martha Pugh, Tony Rizzutto, Jay Wilcox,

Staff Present: Ross Hoover, Parks and Recreation Director
Rich Mueller, Parks Planning and Development Manager
Kyla Cesca, Office Coordinator

Consultants Present: Jessel Champoux, Project Manager
Jenny Anderson, Landscape Designer
Ashley Horne, Facilitator
Mario Martin, Shapiro Didway
Nate Otani, Shapiro Didway
Noelia Ruiz, Spanish Translator

A. Welcome & Introductions

The meeting was called to order at 6:35 pm. Ross Hoover welcomed community members to the meeting. Mr. Hoover summarized the history of the project, the project purpose and Council 2030 Vision that guides community engagement process. Rich Mueller mentioned where the restrooms are located, and invited people to take advantage of the snacks and drinks. The meeting was turned over to the project consultants.

B. Project Information

Jessel Champoux provided an update of the project timeline and status. Ms. Champoux discussed the project decision making process. She explained the stakeholder's process, advisory stakeholder committee role, public engagement process, and final decision to be made by City Council. The memorial planning process is scheduled to be complete by spring of 2020. A presentation and report to City Council is expected in early summer. The community opportunities to inform and shape the project at two additional public meetings and surveys on project website. Jessel introduced the meeting facilitator, Ashley Horne who reviewed ground rules that included meeting expectations to allow all to speak and respect everyone's opinions, and asked for additional input on the ground rules. None were given.

C. Discussion & Decision Making Activity

1. Consider Who the Memorial Should Honor
During activity #1 participants divided into groups and first individually, then as a group, were asked to consider content that should be added. Collectively, each group shared new information, and the list of what/who the memorial should honor was expanded. At

Community Engagement Meeting #1 - Summary

Veterans Memorial Community Engagement Meeting – January 28, 2020

the end of the small group discussion, the meeting fascinator shared with the entire meeting the ideas and thoughts determined by each small group.

2. Review Themes & Prioritize Design Principles

During activity #2 in small groups, participants contributed ideas and thoughts regarding the identified five themes that came out of previous public outreach efforts. In small groups community members systematically moved around to tables displaying the five themes. A consultant team member facilitated each table. Participants were given the opportunity to understand each theme and supporting design principles, ask questions and expand on the listed design principles. Each small group was given the opportunity to add additional thoughts to each theme, which was noted by the table facilitator and then translated into Spanish. Next, participants were given dots to prioritize their top three design principles under each theme, which had been posted on the walls of the meeting room.

D. Next Steps & Closing

New data collected from the prioritization exercise at this meeting and first online public survey will be added to the content shared and then included in a second online survey. When survey is complete, statistical data from prioritization exercise and online surveys will be used to identify priority design principles under each theme.

E. Adjournment

The meeting was adjourned at 8:12 pm.



MEETING AGENDA


**Veterans Memorial Community Engagement Meeting
January 28, 2020 - 6:30 pm**

**Tualatin Public Library
Community Room
18878 SW Martinazzi Avenue, Tualatin**

- A. Welcome, Introductions & Agenda Review**
- B. Project Information**
 - 1. Project History
 - 2. Timeline & Status Update
 - 3. Community Opportunities to Inform & Shape the Project
- C. Discussion & Decision Making Activity**
 - 1. Consider Who Memorial Should Honor
 - 2. Review Themes & Prioritize Design Principles
- D. Next Steps & Closing**
- E. Adjournment**









Connection
A sense of community and belonging; the feeling that one matters to another and the group; commitment to one another


- Provides empathy and understanding for veterans and their experiences
- Honors families / people affected
- Opportunity to reconnect with people who didn't come back
- Recognize all those who have served and sacrificed
- Foster a sense of "home" for Veterans and families who have had to uproot and relocate in service
- Celebrates community
- Honor local heroes through personal stories
- Place for families to commemorate KIA members
- Provides Welcomes to all.



Engagement










Captures attention and promotes active interaction with the visitor.

<p>Shares history in a way that engages younger generations and preserves the past</p>	
<p>Provide opportunities for education on various military branches, reasons for engaging in war and what service to our country means</p>	
<p>A space to express difficult topics and untold stories (woman in combat, nurses, PTSD, homelessness, suicide, early conflicts with Native American Tribes, etc.)</p>	
<p>Allows expression of differing perspectives (which could include: combat vs. not, draft vs. enlisting, etc.)</p>	
<p>Space that encourages conversation and storytelling <i>Veterans Memorial</i></p>	
<p>Space that can be used for events and gatherings including military activities</p>	
<p>Include an active recreation area (i.e. rehabilitation space, children's play, basketball court)</p>	
<p>Incorporates a passive recreation area (i.e. bench, picnic table, trails)</p>	
<p>Uses technology so content can be updated over time and engage with younger generation</p>	
<p>To share pride for military service to our country</p>	<p>Comparte el orgullo por el servicio militar de nuestro país.</p> 
<p>To share pride in the police that serve our community</p>	<p>Comparte el orgullo por la policía que sirve a nuestra comunidad.</p>



Experience

Elicits a connection to the space by engaging the senses.

Strong visual impact	
Interactive and engaging	
One cohesive space that surrounds the visitor	
Multiple spaces that allow visitors to move freely from one to another	
Welcoming and does not exclude or inhibit anyone	
Therapeutic and uncluttered space that encourages reflection, grieving, and healing	
Space to focus on the positive (i.e. does not glorify violence)	
Conveys a literal message	
Conveys a symbolic message that allows for personal interpretation	
Creates empathy and is sensitive to feelings of others (i.e. avoids triggers)	
Integrated / woven into an existing park/greenway system or public space (i.e. Ice Age Discovery Trail, Tuatatin Commons, etc.)	

English

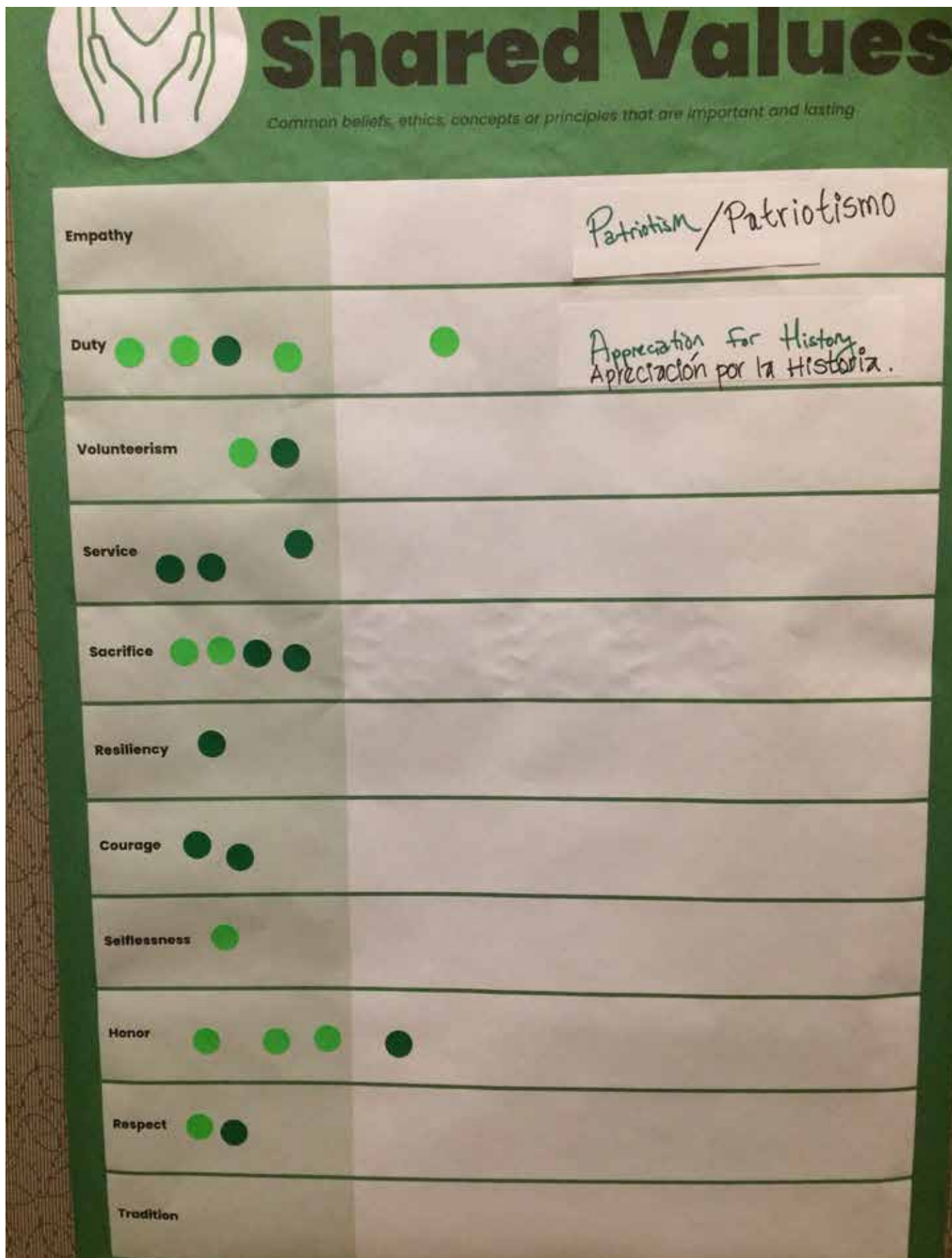
Invoke a sense of peace and memory ~~Part~~ Se usan todos los sentidos. Táctil y audio.



Engage all senses - Tactile + Audio Evocar un sentido de paz y recuerdos.



Español



Shared Values
Common beliefs, ethics, concepts or principles that are important and lasting.

Empathy

Duty ● ● ● ● ●

Volunteerism ● ●

Service ● ● ●

Sacrifice ● ● ● ●

Resiliency ●

Courage ● ●

Selflessness ●

Honor ● ● ● ●

Respect ● ●

Tradition

Patriotism / Patriotismo

*Appreciation for History
Apreciación por la Historia.*

English

Inclusive/diversity	
Patriotism	

Español

Inclusivo / Diversidad	
Patriotismo	

Timeless
 Considers the past, present and future; has relevance for several generations; can be altered or changed over time as needed; remains adaptable

Criteria and Input:

- Considers the past, present and future: *Conflictos militares de EE.UU.* (Red, Dark Blue, Light Blue, Light Blue dots)
- Avoids trends, uses classic design principles and quality materials
- Conveys a strong sense of place
- A unique placemaker/destination: (Dark Blue, Red dots)
- Adaptable and able to evolve: (Light Blue, Light Blue, Dark Blue, Dark Blue dots)
- Expresses "lessons" learned from history
- Expandable space to allow for future growth: (Dark Blue dot)
- Expresses a symbolic message that would not exclude future events and still honors those who have served: (Light Blue, Light Blue, Light Blue, Light Blue, Dark Blue dots)

Handwritten Notes:

- Left margin: *EVOLUTION CONVENTION*, *S. MILITARY CONFLICTS*
- Bottom left: *HISTORIC NATIVE AMERICAN WARS*
- Bottom center: *Guerras históricas de los Nativos Americanos.*

English

HONORING MILITARY SERVICE → Honrar servicio militar

EMBODED EMOTION & EXPERIENCE OF WAR BUT NOT WAR SPECIFIC → Incorpora emoción y experiencia de la guerra pero no es específico

HISTORY Historia

TIME FRAME? Periodos de guerra

Español

What/Whose story should the memorial tell? Who should the memorial recognize/honor?

All military branches	● ● ● ● ●
All service members (Military, First responders)	
First responders (Fire Service, Emergency Medical Service, Law Enforcement)	
Military family members	● ● ●
Past, present, and future conflicts	● ● ● ●
Service & sacrifice	● ●
Specific conflict(s)	
US conflicts	● ● ● ●
historical memorial that honors Military vets from all US military conflicts past, present & future.	Monumento histórico que honra a los veteranos de guerra de todos los conflictos de EE. UU. pasados, presentes y futuros.
K-9 (+ soldiers)	K-9 (más los soldados).
police, 1st resp are a dif. category	La policía y el servicio médico de emergencia, no pertenecen a esta categoría.

English

First Nations Veterans who fought for/against US

Veteranos Nativos Americanos que pelearon por los EE. UU. o en contra.

Coast Guard

Guardacostas

Service of minority populations (Chino/Hispanic)

Servicio de minorías (Latino/Hispano)

Freedom (Libertad)

Hidden Heroes (court)

Español

Community Engagement Meeting #2 - Meeting Summary



Summary

Veterans Memorial Community Engagement Meeting
February 20, 2020

Tualatin Public Library
18878 SW Martinazzi Avenue

Present:	Ed Casey, Neta George, Brett Hamilton, Gary Houston, Phyllis Houston, Joe Lipscomb, Michelle Mueller, Dale Potts, Len Schaber, Jay Wilcox
Staff Present:	Ross Hoover, Parks and Recreation Director Rich Mueller, Parks Planning and Development Manager Kyla Cesca, Office Coordinator
Consultants Present:	Jessel Champoux, Project Manager Jenny Anderson, Landscape Designer

A. Welcome & Introductions

The meeting began at 6:35 pm. Rich Mueller welcomed community members to the meeting. Rich mentioned where the restrooms are located, and invited people to take advantage of the snacks and drinks. Rich reviewed the Common Ground meeting ground rules.

B. Project Information

Ross Hoover summarized the history of the project, the project purpose, current status, and Council 2030 Vision that guides community engagement process. The public engagement process, stakeholder's committee involvement, and process flow chart were discussed.

C. Themes & Concepts Activity

Kyla Cesca facilitated a dot activity asking community members to prioritize their selection of important themes and concepts. All but two members in attendance had completed this activity in the current online survey.

D. Survey

Rich Mueller reviewed the first survey results and encouraged everyone to take and let other know about the second survey currently underway.

E. Site Considerations

Jessel Champoux explained the sites considerations activity. Jessel asked people to review the eight sites and provide input on the site opportunities and challenges. The community members present broke up into three groups to engage in small group interaction and discuss the positive and negative aspects of each potential location. The small groups were facilitated by Jessel Champoux, Jenny Anderson and Ross Hoover. The public present spent time reviewing the site locations and discussing the suitability of each site. For each site people wrote comments and input on post it notes.

Veterans Memorial Community Engagement Meeting – February 20, 2020

Jessel wrapped up this activity with how the themes connect and come together with the potential site locations.

F. Next Steps

The next steps of the project include taking and sharing the survey by March 1, 2020, and Community Engagement Meeting #3 scheduled for April 2, 2020. Community members present were encouraged to take and share the survey and meeting date with their organizations, neighbors, and others.

G. Closing

The meeting was adjourned at 8:00 pm.



MEETING AGENDA

**Veterans Memorial Community Engagement Meeting
February 20, 2020 - 6:30 pm**

**Tualatin Public Library
Community Room
18878 SW Martinazzi Avenue, Tualatin**

A. Welcome & Introductions

B. Project Information

C. Themes & Concepts Activity

D. Survey

1. New Survey #2
2. First Survey Results

E. Site Considerations

F. Next Steps

1. Take & Share Survey by March 1, 2020
2. Community Meeting #3 on April 2, 2020

G. Closing

Minutes



Veterans Memorial Community Engagement Meeting
January 28, 2020

Tualatin Public Library
18878 SW Martinazzi Avenue

Present: Ed Casey, Victor B. Frank, Neta George, Brett Hamilton, Joe Lipscomb, Michelle Mueller, Carmen Parr, Dale Potts, Councilor Valerie Pratt, Martha Pugh, Tony Rizzutto, Jay Wilcox,

Staff Present: Ross Hoover, Parks and Recreation Director
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C. Discussion & Decision Making Activity

1. Consider Who the Memorial Should Honor

During activity #1 participants divided into groups and first individually, then as a group, were asked to consider content that should be added. Collectively, each group shared new information, and the list of what/who the memorial should honor was expanded. At

Community Engagement Meeting #2 - Handout

Veterans Memorial Community Engagement Meeting – January 28, 2020

the end of the small group discussion, the meeting facilitator shared with the entire meeting the ideas and thoughts determined by each small group.

2. Review Themes & Prioritize Design Principles

During activity #2 in small groups, participants contributed ideas and thoughts regarding the identified five themes that came out of previous public outreach efforts. In small groups community members systematically moved around to tables displaying the five themes. A consultant team member facilitated each table. Participants were given the opportunity to understand each theme and supporting design principles, ask questions and expand on the listed design principles. Each small group was given the opportunity to add additional thoughts to each theme, which was noted by the table facilitator and then translated into Spanish. Next, participants were given dots to prioritize their top three design principles under each theme, which had been posted on the walls of the meeting room.

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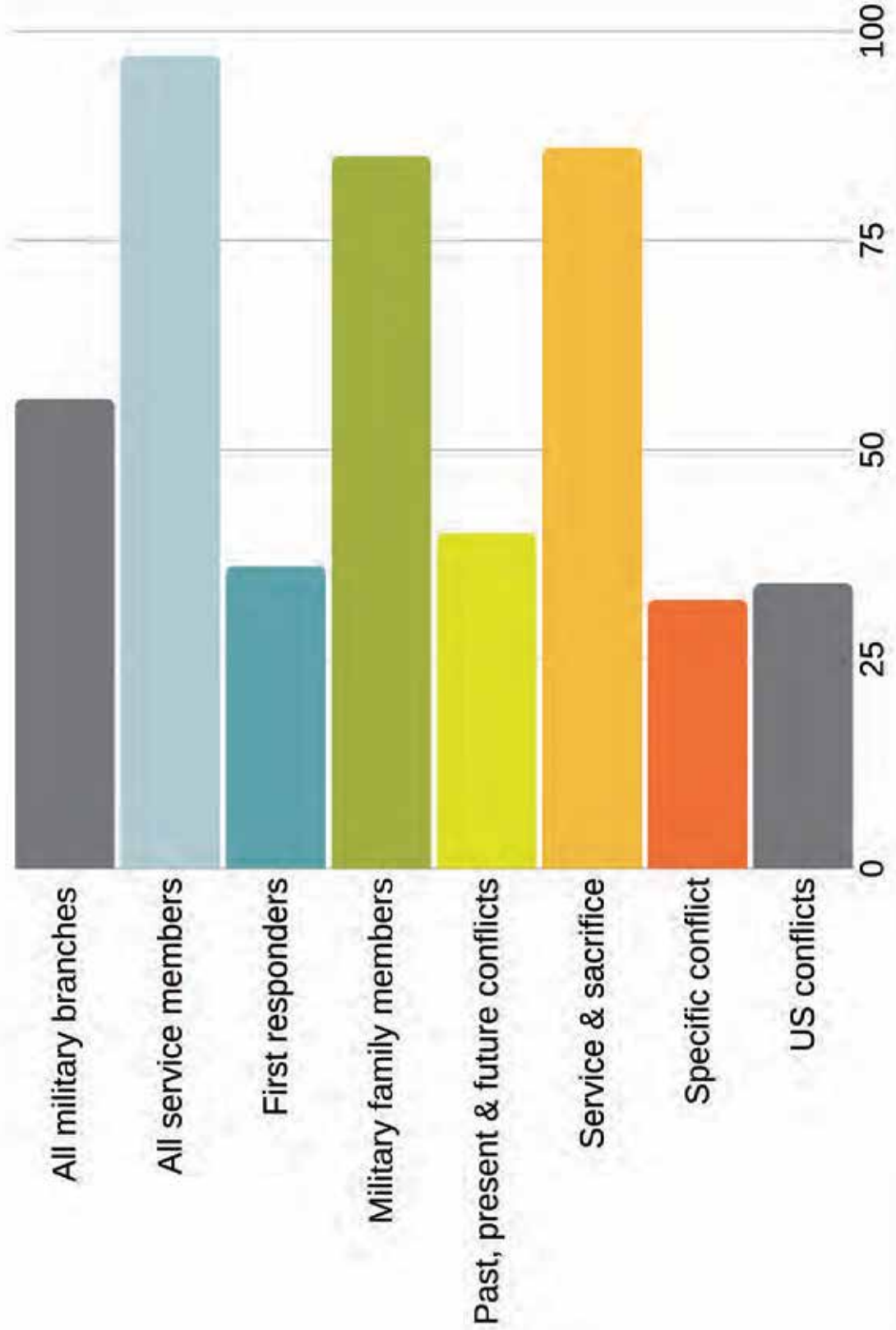
PROCESS & ROLES



SHAPIRO / DIDWAY

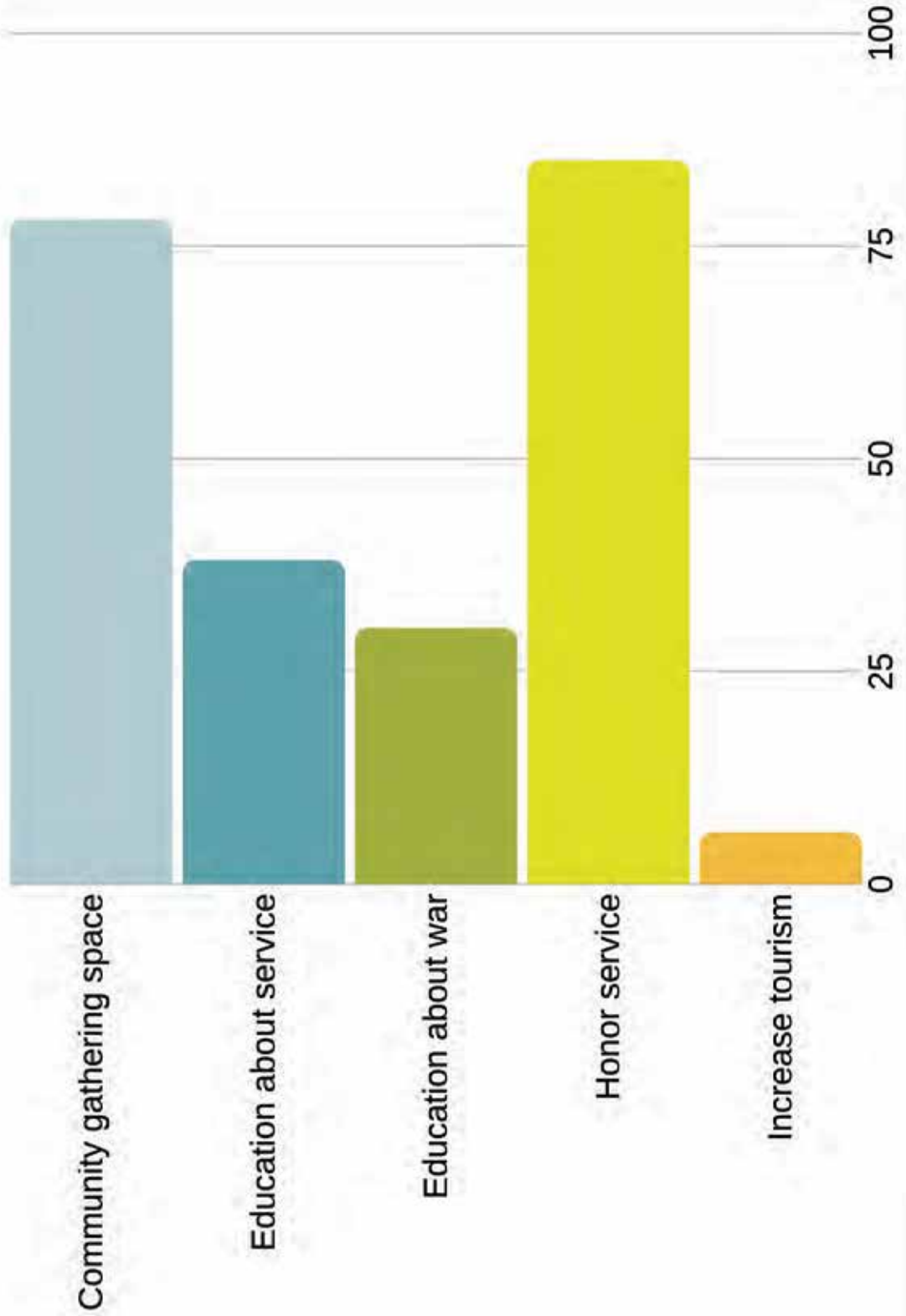
Facilitation, cataloging process, compiling final recommendation into report

What/Whose story should the memorial tell?



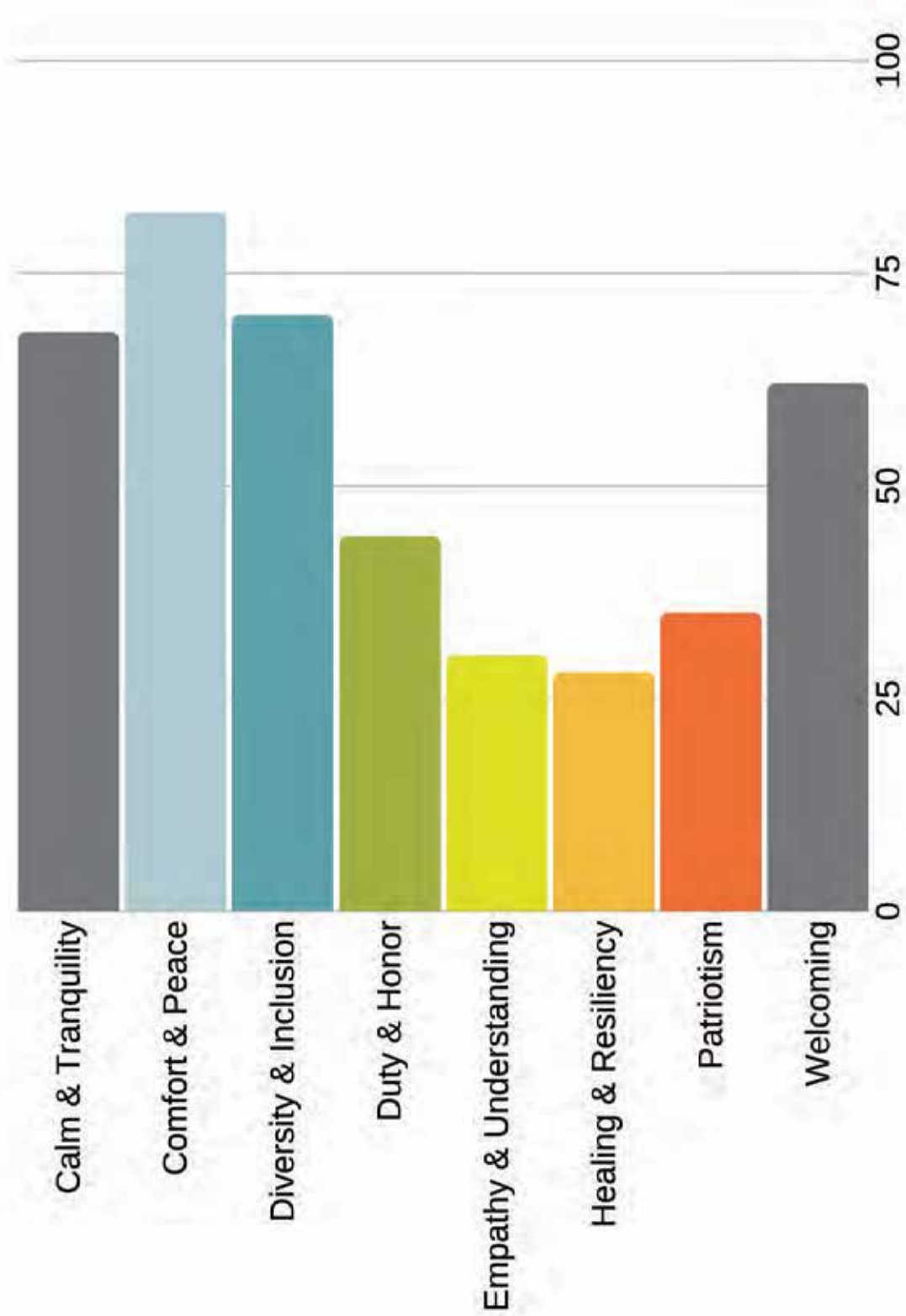


How would you like the memorial to contribute to the community?

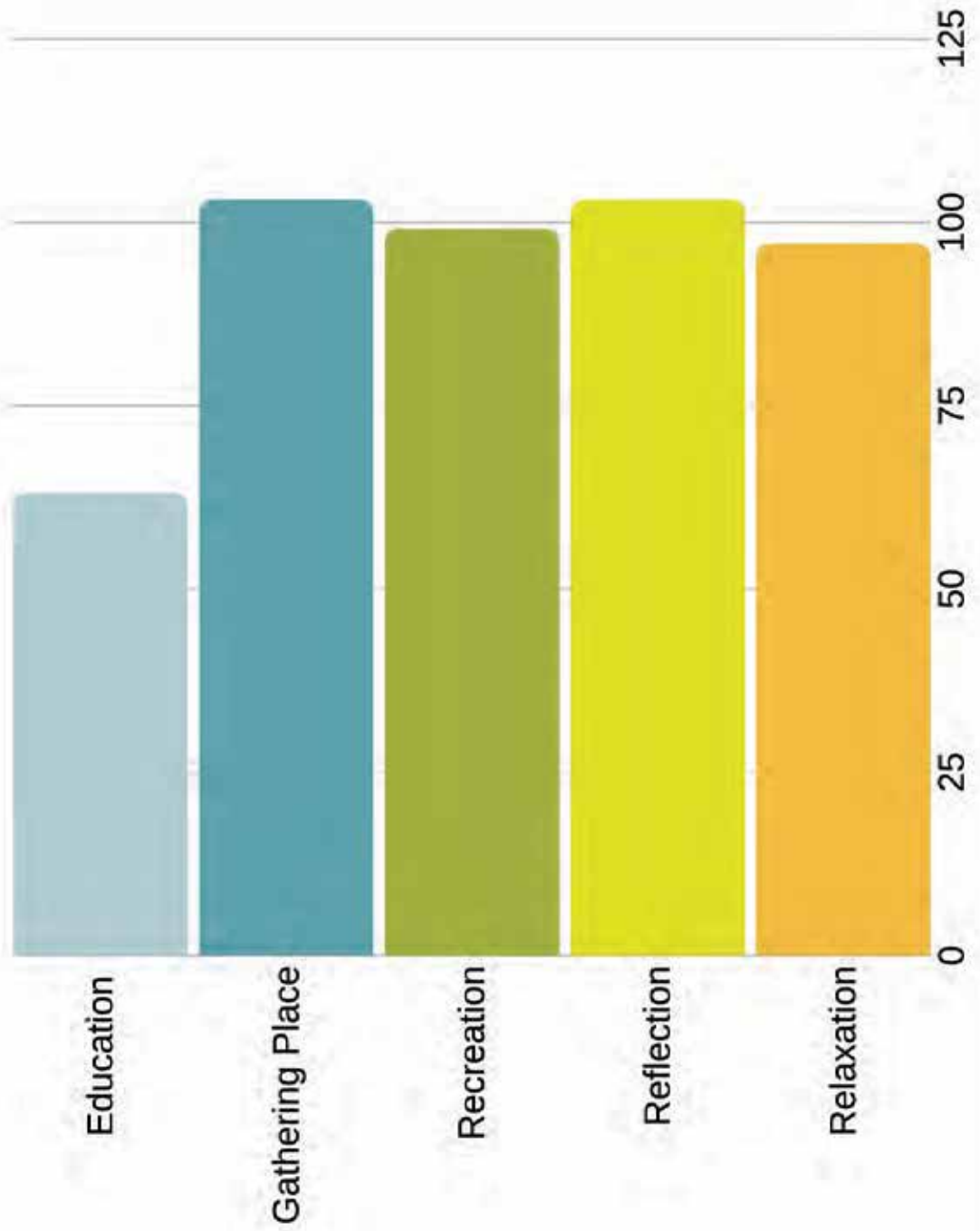




What feelings & values should the memorial evoke?

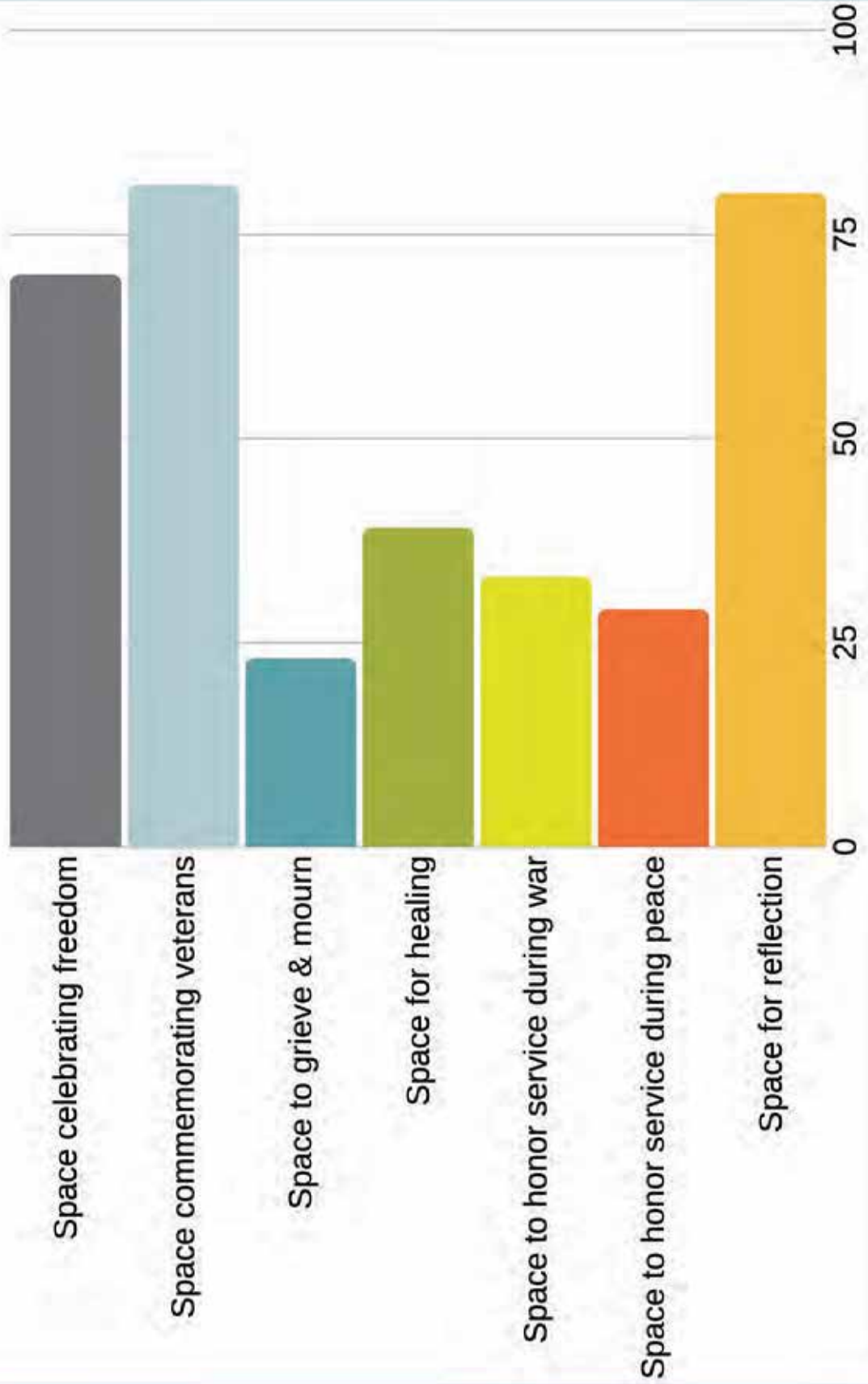


How could this space be used?



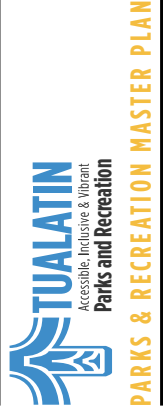


What is a veterans memorial to you?

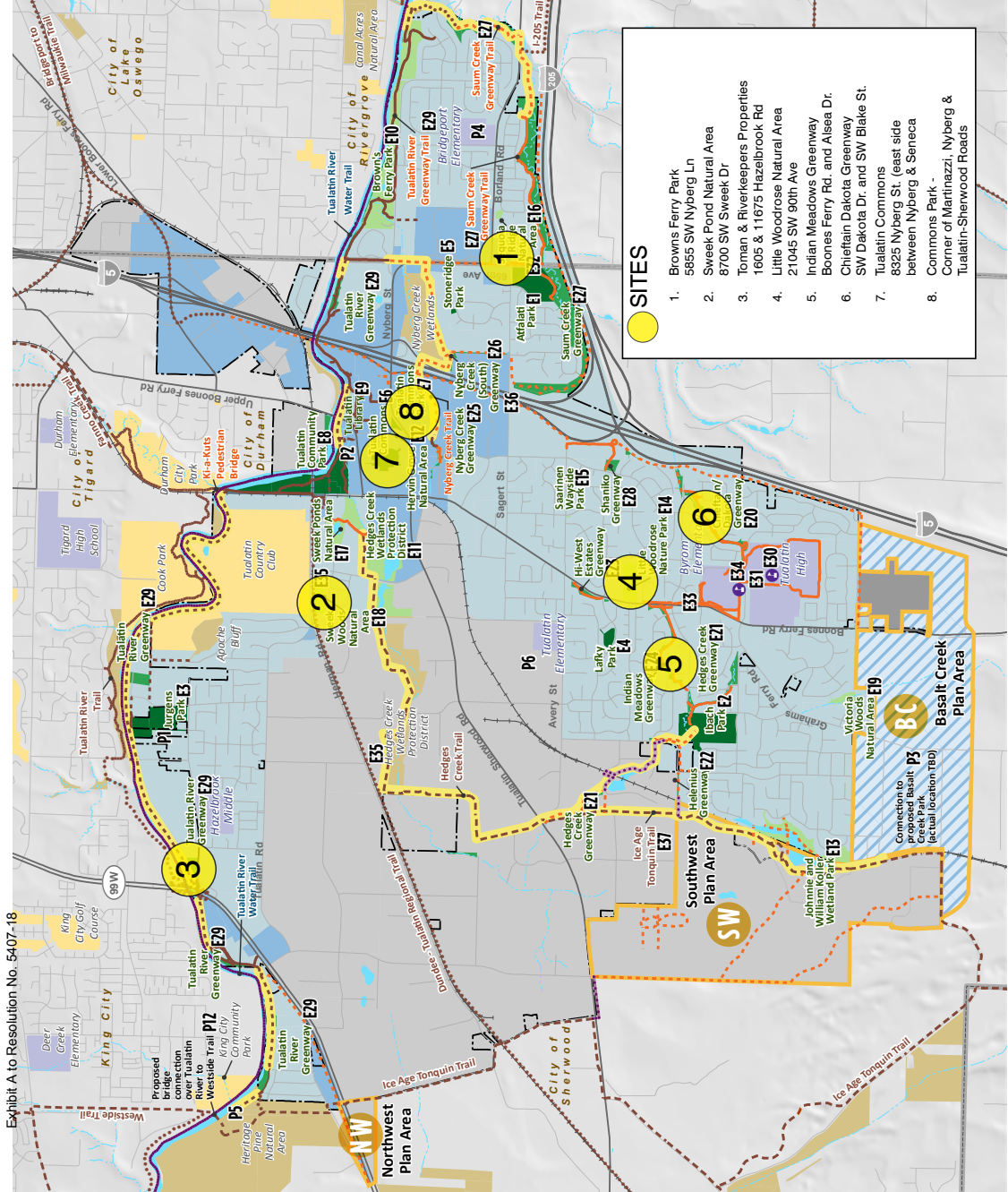
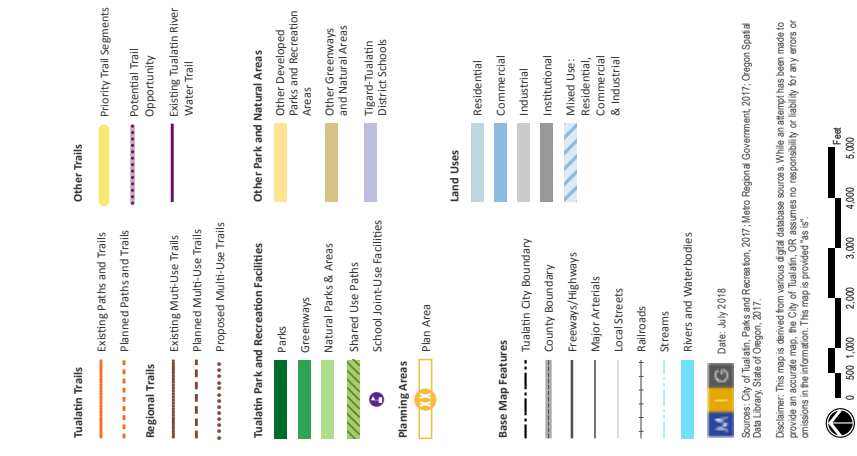


Veterans Memorial - Site Options

1. Browns Ferry Park - 5855 SW Nyberg Ln
2. Sweek Pond Natural Area - 8700 SW Sweek Dr
3. Toman & Riverkeepers Properties -11605 & 11675 Hazelbrook Rd
4. Little Woodrose Natural Area - 21045 SW 90th Ave
5. Indian Meadows Greenway - Boones Ferry Rd. and Alsea Dr.
6. Chieftain Dakota Greenway - SW Dakota Dr. and SW Blake St.
7. Tualatin Commons - 8325 Nyberg St. (east side between Nyberg & Seneca)
8. Commons Park - Corner of Martinazzi, Nyberg and Tualatin-Sherwood Roads



Map 3: Existing, Planned, and Proposed Trails





Site 1: Brown's Ferry Park

5855 SW Nyberg Ln / Natural Area Park

Background Information

Brown's Ferry is a 28.33 acre natural area park located on the Tualatin River in east Tualatin. The park provides river access and passive recreation such as walking, picnicking, and wildlife viewing. Site features subtle grade changes with a variety of open greenspace, grassy fields, forest cover and habitat areas for wildlife and wetlands. The park is well used and connected to adjacent neighborhoods. Seasonally the park provides kayak rentals and a summer art program. There is onsite parking at the west end and next to the community center at the east end of the site. Site has a public restroom and water. Areas in high use have lighting and electrical.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the Tualatin River, creek and wetlands
- Surrounded by Residential neighborhoods
- Visible from Nyberg Rd; not high traffic

Future Master Plan Initiatives

- Stabilize banks of Tualatin River and Nyberg Creek with native vegetation
- Redevelop portions of Park to facilitate programs and events

Distance from Tualatin Public Library / 1.2 miles by car

Access to Public Transit from Site / 0.80 miles

Parking / Yes

ADA Accessibility / Yes

Water Access/Views / Access to Tualatin River via established boat launch, views to river, creek, onsite wetlands & ponds

Existing Pedestrian Walkways / Yes (Concrete & Soft Surface)

Tree Cover / Yes

Ambient Noise / Quiet, minor traffic (Nyberg Rd.)

High Visibility into Site / Visible from Nyberg Rd.

Close Proximity to / Legacy Meridian Medical Center, Bridgeport Elementary School, SW Nyberg Rd. commercial district, Stafford Hills Athletic Club

Demographics / Population Density, Medium density (4089/m²). Nearby neighborhood at south side of Nyberg (near the hospital); high density (10,000+ / m²). Median Income by neighborhood: \$114,766 & nearby neighborhood: \$35,107 | Race and Ethnicity: 87.5% White, 3.8% Hispanic



1



2



3



4



5



6



7



8



Site 2: Sweet Pond Natural Area 8700 SW Sweet Dr. / Natural Parks & Areas

Background Information

Sweet Pond Natural Area is a 7.91 acre site located in central Tualatin. The Trail Heritage Center is located onsite; parking is shared with the Police Department and Municipal Court. The site provides passive recreation including walking, and wildlife viewing by way of an established interpretive trail system that loops around the pond. The site is heavily wooded, with a few designated lookouts to the pond. A variety of interpretive panels showcasing "Birds! High & Low," "An Urban Wetland," "Tribal Homelands," and other site features or local heritage are distributed throughout the site. No restrooms are available.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the trail
- Overlooked and in close proximity to apartment buildings, trees provide buffer in many areas of the site; path is exposed to and abuts properties along southern edge
- Opportunity to partner with Heritage Center for educational opportunities
- Amble parking in shared lot
- Walking distance from town
- Site has limited visibility from Tualatin Rd/ Sweet Dr
- No site lighting, water or electrical observed onsite

Distance from Tualatin Public Library / 0.70 miles
by car

Access to Public Transit from Site / 0.40 miles

Parking / Yes

ADA Accessibility / Yes

Water Access/Views / Views to pond only

Existing Pedestrian Walkways / Yes (Concrete, Soft Surface)

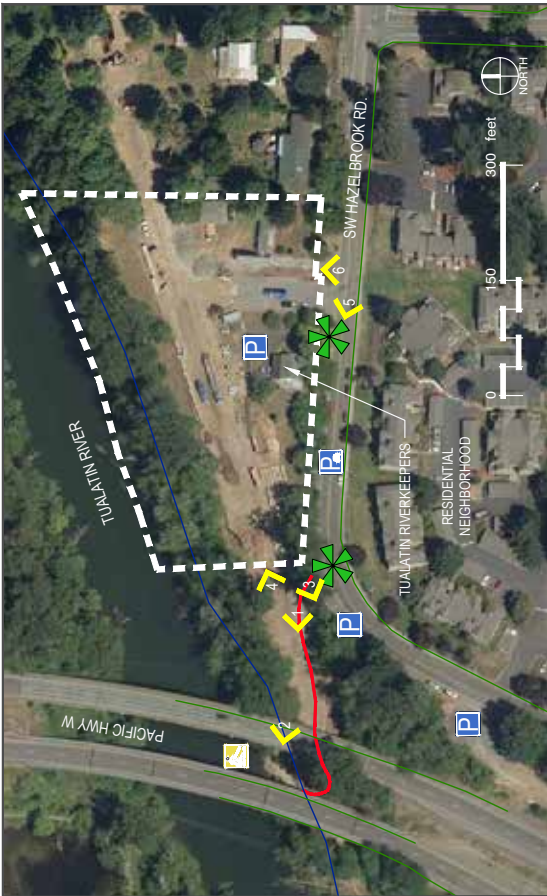
Tree Cover / Heavily wooded

Ambient Noise / Quiet, minor vehicle traffic (SW Sweet Dr.)

High Visibility into Site / No

Close Proximity to / Tualatin Parks and Recreation Office, Tualatin Community Park, Van Raden Community Center, Police Station, Apartments, Heritage Center (mostly used in the summer for weddings)

Demographics / Population Density: Low 2061/mi² | Median Income: \$42,037 and the adjacent neighborhood is \$62,434 | Race and Ethnicity: 62.5% White, 27.1% Hispanic



Site 3: Toman & Riverkeepers Properties
 11605 & 11675 Hazelbrook Rd / Natural Areas

Background Information

Toman & Riverkeepers properties is a 3.15 acre site located in Northwest Tualatin, bound by 99W to the west, Tualatin River to the north and SW Hazelbrook Rd. to the south. Site features easy river access for kayaks and canoes at established boat launch, designated parking at trail head with additional onstreet parking. The site is a mix of open space and trees. Buildings include the Tualatin Riverkeepers, a non profit organization that protects and restores the Tualatin River Watershed. No restrooms are available.

Other Site Observations

- Probable natural area setback requirements
- Probable environmental constraints due to flood restrictions along the Tualatin River
- Large open green area due to recent construction work (pipe installation?). Revegetation underway.
- Access to boat launch under overpass (99W)
- No site lighting, water or electrical observed onsite
- Appears to have limited use

Distance from Tualatin Public Library / 2.60 miles by car

Access to Public Transit from Site / 0.60 miles

Parking / Onstreet and limited parking (3 spaces) at boat launch trailhead and Tualatin Riverkeepers

ADA Accessibility / Yes

Water Access/Views / Access & Views to Tualatin River via established boat launch

Existing Pedestrian Walkways / Yes (Concrete & Soft Surface)

Tree Cover / Along riverbanks and street only

Ambient Noise / Noisy due to traffic on 99W

Visibility into Site / Yes from 99W

Close Proximity to: RV Park, Apartments (across street), Toman Offices, Hazelbrook Middle School

Demographics /

Community Engagement Meeting #2 - Handout



Site 4: Little Woodrose Natural Area 21045 SW 90th Ave / Natural Parks & Areas

Background Information

Little Woodrose Nature Park is a 0.55-acre natural area located in central Tuolatin. The site offers surrounding residential uses access to nature, shade, trails and mature vegetation. The site is densely wooded with a soft surface loop trail and a short hard surface, accessible trail on West side.

Site Observations

- Steep grades & stairs (must use stairs at east entrance); may make it difficult to place ADA paths without compromising natural area
- Probable environmental restrictions and sensitive areas
- Residential neighborhood at east entrance and busy road at west
- Need to explore parking (i.e. a few spots off Boones Ferry Road?)
- Presence of invasive species that needs to be mitigated
- Trail loops close to residential properties along SE side
- Church provides access to trail

Master Plan Goals

- Site recommendations for Little Woodrose Nature Park focus on stewardship to address deferred maintenance and natural area restoration and associated maintenance activities.
- Plant site with native vegetation.
 - Rebuild trail, entry, and stairways throughout the park and entryways.
 - Improve overall ADA access as part of all trail improvements.
 - Provide safety lighting.
 - Replace amenities and facilities at end of lifecycle

Distance from Tuolatin Public Library / 1.70 miles by car

Access to Public Transit from Site / 0.10 miles
Parking / on residential streets at east entrance only

ADA Accessibility / No

Water Access/VIEWS / No

Existing Pedestrian Walkways / Yes (Soft surfaces)

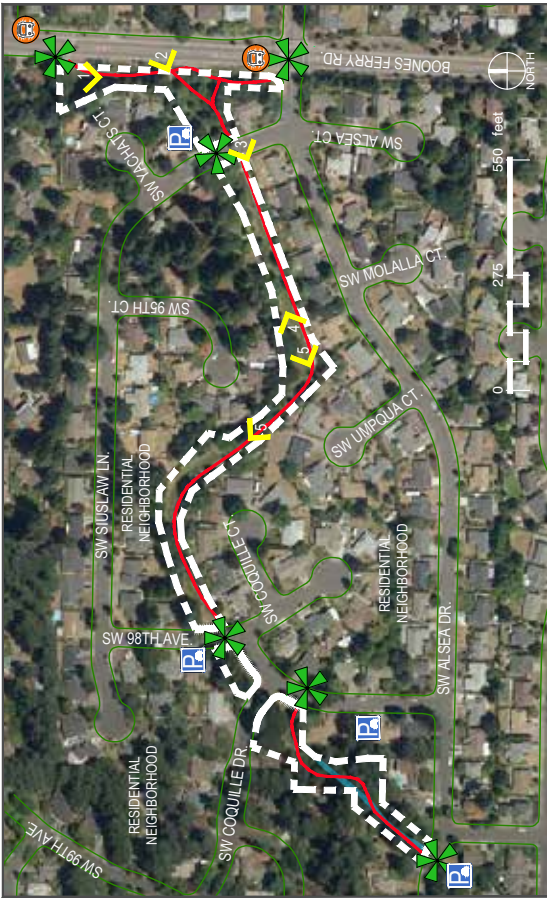
Tree Cover / Heavily Wooded

Ambient Noise / Very Minor Vehicle Traffic

High Visibility into Site / No due to trees

Close Proximity / Tuolatin Presbyterian Church, Indian Meadows Greenway

Demographics / Population Density: Med population density 6302/ mi2 | Median Income by neighborhood: \$91,713 | Race and Ethnicity: 75.3% White, 11.1% Hispanic



Site 5: Indian Meadows Greenway
Boones Ferry Rd. & Alesia Dr. / Greenway

Background Information

Indian Meadows Greenway is a 0.45-acre site located in Central Tuatlin near Little Wood Rose Nature Park. The trail meanders through a residential neighborhood and connects to other greenways, and eventually Ibach Park. Site has a few dispersed openings throughout and a larger open green space that parallels Boones Ferry Rd.

Other Site Observations

- Minimal amenities
- Bus stop nearby
- Site is generally flat and appears to be ADA accessible

Distance from Tuatlin Public Library / 1.70 miles by car

Access to Public Transit from Site / 0.10 miles
Parking / On residential streets only at trail crossings

ADA Accessibility / Yes

Water Access/Views / -

Existing Pedestrian Walkways / Yes
(Concrete/Soft Surface)

Tree Cover / Mix of trees and open spaces
Ambient Noise / Minor, only at street crossings & along Boones Ferry Rd.

High Visibility into Site / Yes at street crossings & when paralleling Boones Ferry Rd.

Close Proximity / Little Woodrose Nature Park

Demographics / Population Density: Low 981/mi² | Median Income: \$68,839 | Race and Ethnicity: 78.9% White, 15.3% Hispanic



Site 6: Chieftain Dakota Greenway
SW Dakota Dr. and SW Blake St. / Greenway

Background Information

Chieftain Dakota Greenway is a 1.36 acre and 1.59 acre, 2 tax lot site in Central Tualatin. The greenway connects Tualatin High School residential neighborhoods and Blake Creek. The greenway transitions from wooded (near high school) to grassy open areas (near Dakota). For most of its length, residential properties abut the greenway

Other Site Observations

- There might be environmental restrictions associated with creek
- Located near Tualatin High School
- Crossing at SW Dakota Dr. has been upgraded to include articulated crosswalk and removable bollards
- Located between residential properties
- Site is generally flat until SW Dakota Dr. when it gains elevation until the High School
- Creates strong connection to residential neighborhood

Distance from Tualatin Public Library / 1.80 miles by car

Access via Public Transit / 0.60 miles

Parking / On residential streets only

ADA Accessibility / Yes

Water Access/Views / Views to a creek

Existing Pedestrian Walkways / Yes (Concrete, Asphalt)

Tree Cover / Mix of trees and open spaces

Ambient Noise / Minor, only at street crossings

High Visibility into Site / At street crossings only

Close Proximity to Site / Tualatin High School

Demographics / Population Density / Low population density 1346/ m2 | Median Income by neighborhood: \$91,713 | Race and Ethnicity / 75.3% White, 11.1% Hispanic



Site 7: Tualatin Commons

8325 Nyberg St (east, between Nyberg & Seneca) / Commons

Background Information

Tualatin Commons is a 5.17 acre plaza surrounding the lake in the heart of city. The Commons host many special events including Pumpkin Regatta, Starry Nights and Holiday Lights, and the Concerts and movies on the Commons. The site under consideration is located on the East side of the lake, accessed from the pedestrian walkway that loops the lake and two adjacent surface parking lots. The space overlooks the lake and has pedestrian walkways with seating and pocket plantings.

Other Site Observations

- prominent site and heavily used with shops/restaurants nearby
- Site paving and landscaping is fatigued and needs upgrades
- Lighting and electrical hookups
- Water fountain nearby and restrooms on other side of pond

Master Plan

- Site recommendations for the site focus on overall reinvestment, enhancing the fountain, and maintaining to the original design standards
- Aerate the lake or improve water circulation to upgrade water quality.
- Renovate or replace the surface, system, plumbing, and spray heads at fountain.
- Renovate, improve, and install additional restrooms and storage space.
- Consider addition of non-slip surfacing to improve pedestrian safety.
- Replace amenities and facilities at end of lifecycle.

Distance to Tualatin Public Library / .20 miles by car

Access via Public Transit / .20 miles

Parking / Ample free parking in surface lots

ADA Accessibility / Yes

Water Access/Views / Views to Tualatin Lake

Existing Pedestrian Walkways / Yes (Concrete)

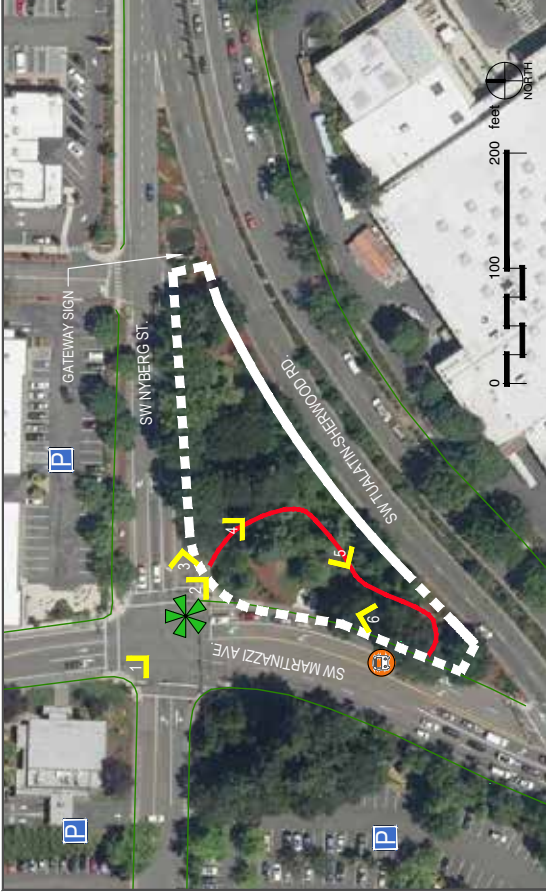
Tree Cover / Partial

Ambient Noise / Minor Nearby Vehicle Traffic

High Visibility into Site / Strong views to site from parking lots and Northern access road

Close Proximity / Central Business Core, Commons Park

Demographics / Population Density: Low
 population density 1278/ m² | Median Income by neighborhood: \$42,307 | Race and Ethnicity: 62.5% White, 27.1% Hispanic



Site 8: Commons Park Corner Martinazzi, Nyberg and Tualatin-Sherwood Roads / Commons

Background Information
Tualatin Commons Park the "Gateway to Tualatin," located near Interstate 5 along Nyberg Road. It host gateway signage, with strong visibility to traffic coming from the east. The park provides art and passive opportunities. It is bound on all sides by busy streets with two pedestrian connections at northwest and southwest corners. The site is underused, likely due to difficulty of access.

Site Observations

- Shops and restaurants nearby
- Open lots for parking nearby but very difficult to cross busy street
- Potential to explore parking along SW Nyberg Street by removing a traffic lane or taking from the site
- Bus stop at site (SW Martinazzi Ave.)
- Site paving and furnishing are fatigued
- Mature trees throughout
- First park people will see entering Tualatin

Master Plan

- Site recommendations focus on maintenance, safety, and adding new touches that enhance its function as a visible gateway.
- Improve sight lines into park.
 - Improve site drainage.

Distance to Tualatin Public Library / .20 miles by car

Access via Public Transit / 0 miles (onsite)

Parking / Free parking available in surface lots nearby, but no parking at site

ADA Accessibility / Yes

Water Access/Views / No

Existing Pedestrian Walkways / Yes (Concrete)
Tree Cover / Mix of trees and open spaces; more dense vegetation along streets

Ambient Noise / Loud; heavy vehicle traffic from Sherwood Rd. & Martinazzi Ave.

High Visibility into Site / vegetation limits views

Close Proximity / Central Business Core, Tualatin Commons

Demographics / Population Density: Low population density 1278/ mi² | Median Income by neighborhood: \$42,307 | Race and Ethnicity: 62.5% White, 27.1% Hispanic

WHAT DOES A VETERANS MEMORIAL MEAN TO YOU?



The graphic features a background of American flags. In the top left is the Tualatin Parks & Recreation logo. The text 'TAKE THE SURVEY' is centered at the top. Below it is an orange speech bubble containing the text 'share your thoughts'. A QR code is in the top right. The bottom half of the graphic contains several icons: a heart with hands, an American flag, a lightbulb, a medal, a leaf, a heart with a bandage, a house, a play button, a refresh button, and a clipboard with a checklist.

TAKE THE SURVEY
share your thoughts

TUALATIN
PARKS & RECREATION

DON'T MISS THIS CHANCE TO SHARE YOUR IDEAS!

See our website for more information & to **take the survey!**
www.TualatinOregon.gov/Recreation/Veterans-Memorial

MEETING SCHEDULE

Tualatin Public Library Community Room

Site Considerations | Thursday, Feb. 20 | 6:30pm

Facility Pre-Design | Thursday, April 2 | 6:30pm

We hope you will join us at one or all three!

ARE YOU INTERESTED IN HONORING VETERANS?

¿ESTÁ INTERESADO EN HONRAR A LOS VETERANOS?



Júntese con nosotros para debatir

Join the discussion



Júntese con la comunidad y comparte sus ideas, pensamientos, deseos y disfrute de unos ricos refrescos, para ayudar a que este plan se haga realidad. La opinión de cada comunidad que integra la ciudad de Tualatin es importante y cuenta. Se llevará a cabo una reunión completamente en Español, en la sala de conferencias de la biblioteca. El tema clave de esta reunión será el pre-diseño del monumento.

Join in on the community discussion to share your thoughts, wants, wishes and enjoy some tasty refreshments to help bring this plan into reality. The opinion of each City of Tualatin community member is important, and matters. A meeting will be held entirely in Spanish, in the Library's conference room. The key theme of this meeting will be the pre-design of the facility.

CALENDARIO DE REUNIONES

Sala Comunitaria de la Biblioteca Pública de Tualatin

Conceptos y temas | Martes 28 de enero | 6:30pm

Selección del lugar | Jueves 20 de feb. | 6:30pm

Diseño del lugar | Jueves 2 de Abr. | 6:30pm

Reunión en Español | Jueves 2 de Abr. | 6:30pm

¡Esperamos que se una a nosotros en uno o los tres!

MEETING SCHEDULE

Tualatin Public Library Community Room

Concepts & Themes | Tuesday, Jan. 28 | 6:30pm

Site Selection | Thursday, Feb. 20 | 6:30pm

Facility Pre-Design | Thursday, April 2 | 6:30pm

Spanish Meeting | Thursday, April 2 | 6:30pm

We hope you will join us at one or all three!

Please provide input that will shape how veterans may be honored in our community by taking a brief survey. | Proporcione información mediante una breve encuesta que determinará cómo se honrará a los veteranos en nuestra comunidad. Visit www.TualatinOregon.gov/Recreation/Veterans-Memorial

Additional Survey Comments

Veterans Memorial Survey I - Additional Comments

Q1 - What is a Veterans Memorial to you? Please check all that apply.

Other (please specify)

- To never forget those who served and those who gave the ultimate sacrifice
- Space enumerating the horrors of war
- Education
- space to share feelings with other veterans
- A place to remember, to reflect that there is honor in service.
- A waste of money there are plenty of veteran's memorials
- Space to remember that peace is the highest goal, never war
- All of the above
- History and educational about wars and interventions

Q4 - What feelings & values should the memorial evoke? Please check all that apply.

Other (Please specify)

- Remembrance
- Remembering sacrifice
- Do not waste money on another memorial

Q6 - Would you like to share any additional thoughts regarding a Veterans Memorial?

- Pleasant area without information about war, conflict, and killing
- I am a retired military officer and would be honored for Tualatin to recognize the service of all servicemembers with a small and simple memorial to remember and honor those who served, and particularly those who gave their lives for our freedoms. I do not believe it should include first responders. That will dilute the meaning of the memorial intended for military servicemembers.
- PEACE NOT WAR (SPEECH CHOIR) by Patricia Lithuanian Boom! Blood Flesh Struggle and Fear surrounding in the Atmosphere If one is sulky one is scorned if one is not a noble one is a peasant there are drugs, abuses, hex and injustice and the only thing that rules the earth is immorality Shhhhhh! silence! for the end may come voices are not made to speak the truth but to shout and scream eyes are not made to see the reality but to hide the fact and cry and weep and the hands are not made to reach out but to fight instead this is not yet over this is chaos this is what we call war It was a day of in famine last September 11 2001 when an airplane crash its way into human life the united states of America's world trade center shattered boom! tranquility and harmony was lost roaming outside boom! their lives were gone in just a blink of an eye mothers died fathers vanished and brothers suffered living no more but distress and pieces of mind and soul guess what the cause is? TERRORISM! brought by the power of this indispicable greed this is the beginning of the 3 world war or this is the feature prophecy of Nostradamus God forbid dough in this world where everyone is divided by walls that separate east and west through religion and all living creatures that exist comes from only one creator TERRORISM bloodshed, showering of bullets, bombs and missiles, biochemical weapons and DEATH! The Story of why many human beings who were victimize and sought for moral righteousness TERRORISM start walking on ice where being die in a shivering cold and lose their lives get out of my life! I was there! x3 and shout! will there be an end?? end x5 look and you will see war flesh and rage hunting in the street of US, UK, Afghanistan, and now IRAQ Listen! And you will

hear a cry of the trouble of our fate so now! eliminate all your senses talk and you will not be heard for your rights are separate from the other turf! behold for the riches of life were broken because we are dreamers! Stop! this of hatred, hatred and hatred! you who did cause for the voice the youth who had the right to behold for the unity and progress for the future year its time to wake up! It's time to do something, and the clock is ticking and the time will be over and then 10 Selfishness 9 Arrogance 8 Hate 7 Injustice 6 Pride 5 War 4 Kindness 3 Respect 2 Love and at last 1 Peace It is peace and wisdom we want like a steel pad that serve us on its step leaving on its promise land may that be all? it needs to embrace the true virtue of peace. love solidier may march towards the war guns may kill millions of men homes may be shattered and lives may be called in danger But one thing is for sure! this is not the end there is hope we, the youth lays here and wakes up in the advent of war process save our future, join hands together for what we want is peace not war.

- "Buy a brick" program to memorialize specific veteran and help fund the effort.
- I do not think this is an appropriate use of my tax dollars. Tell Dale Potts "no thanks".
- A space to honor local veterans from Tualatin would be appropriate, and consistent with many other communities with Veterans' Memorials. Thank you.
- Peace is within you My commitment is to peace. In my travels around the world, I've experienced a lot of things — the most baffling of which is people's explanation of why there can't be peace. People focus on the symptoms, but not the disease. My efforts are focused on eliminating the disease — which is, fundamentally, people not being in touch with themselves, not knowing who they are. If we don't take care of the disease, the symptoms will never go away. And we all know what the symptoms look like: greed, war, selfishness, violence, and an increasing loss of trust. Peace is a real thing. Peace resides in the heart of every human being. Peace has to emanate from each of us.
- I am a 94 year old WWII Veteran who saw combat. I can't go to the meeting but would like to see a memorial that honors service members from all times and branches. War is for fools and politicians.
- Include a playground space similar to Wilsonville
- The newspaper says the memorial will "tell a brief story of various major and other wars, engagements and interventions." Please do not tell a story about wars, engagements and interventions! Rather the story should be of service to the country and freedom.
- Feelings of peace, hope, honor, and inclusion. Not names, lists, and educational content.
- Include military dogs, the service they provide, and support they provide. A statue of a military dog would be appropriate. Thanks
- Love and Peace -Not war- War kills, harms and hurts worse. Risking lives of all children of the world. People Kills each other for lame reasons, for the benefits of some political reason. The Corrupted government seems only to want war. Preparing for their weapons of mass destruction by the power of war. Declaring war against other country, to display their power and might. Brought by the power of this "in despicable greed ", as those in power plot and scheme shooting their missiles from afar. The main reason to kill and make a scar of war, many lives were gone in just blink of an eye, mothers died, fathers vanished and brothers suffered. Take advantage of a weak country, to put down and take away their freedom and sovereignty, to gain more advantage and use the fat of the land. To control nations by the superpower to rule. There are no winners or losers for the bloody war, leaving no more but distress, chaos, danger, and death. Time to wake up, the clock is ticking, we should have learned the effects of war. Stop this nonsense of war, people are dying! Stop this hatred, children are crying to finding their mothers who have already vanished. Stop this madness, youth are victimized. Stop this ungodly works of war crimes. People are shivering cold and lose their lives. Listen and you will hear our cry!!!! History tell us. Stop this bloody war...Lets Shout. -Love and Peace not War-
- The memorial should focus on service. There should not be an emphasis on war.
- A place to honor the service of all veterans everywhere. Not a list of names, but an inclusive welcome feeling for all service members that served any time, their families and the community. A place with a good feeling, without an overwhelming amount of information or educational facts. A peaceful happy place to honor freedom and peace.

Veterans Memorial Survey I - Additional Comments

- Make about service, respect, freedom, honor and not about conflict or wars.
- Make it so it transcends time and urges peaceful approaches to conflict resolution not patriotism and aggression.
- Memorial about freedom and peace and not wars the US has fought.
- Draw people in, make it a spot people want to go to more than once. Just thoughts: climbing wall for children and disabled, interactive and changes - weather station?
- I am unable to attend next Tuesday's meeting so I just would like to make 1 suggestion. That is list the members who enlisted who were living in Tualatin and gave their life. Another possible way of recognizing military members from Tualatin would be to do what Beaverton does with the banners displayed from the light poles along Murray and Scholls Ferry Rd
- Be sure that women are not left out or their service minimized please.
- As a veteran, I think it is important that any memorial stands a place of healing for those that served, and a place for the community to show their support for those that served.
- If done correctly would be a draw for Tualatin. Make it unique and interesting.
- A place in the park with warm welcoming art and plants, rather than cold granite and stone.
- I would like people to know; Freedom is not Free.
- Tualatin Vet Memorial should be something unique, more than names of deceased.
- Please make a memorial about PEACE and not war.
- Don't take away from any existing active use to accommodate this new use. Make it vandal resistant and place security cameras at the site to help catch the bastards who will vandalize the improvements.
- Be sure to have in place an accurate, reliable, perpetual means to list names of veterans.
- I would like active duty troops to be included. I would like aviation of all branches to be included and recognized.
- About service and not war!
- Buy a brick program. Families might like the chance to purchase a walkway brick with the name of friend or family member that served as a personal memorial. Not restricted so anyone who wants their name on brick may do so at a reasonable cost. Have many flags: US, MIA, Military call sign flags. Vancouver Wa. has a huey helicopter that's not well used that would fit the education portion. This has potential if done well!
- All branches of service to be represented by emblems. National colors (flag) on or nearby.
- Yes, don't waste money on a useless memorial
- Wilsonville's Oregon Korean War Memorial is a terrific memorial as an example. Not only in the design, but in the fundraising/donations from local business and residents.
- How about a labyrinth in it, for contemplation, reflection, etc.?
- I think it should have the names of those from the city/area that actively served in the armed forces and maybe the years/branch of service.
- This should not celebrate war in any way or imply that some country or people are more dominant or important than others; it should not be in a noisy area and landscaping will be important; parking and easy access for persons with disabilities without a lot of walking to get to is a high priority; for me; messages should include those who supported efforts to achieve peace behind the scenes (families, support personnel); celebrate building bridges and resolution of conflicts through discussion and knowing each other
- location for ceremonies on Memorial Day and Veterans Day
- Veterans Memorial by its name should honor (military) veterans, specifically those who risk their lives to protect our ideals. It should be an expression of indebtedness and thankfulness with hope for the future.
- I would rather have a place that represents peace, non-violence.
- No public funding. Plenty of groups would be willing to support the idea beyond the city.
- Showing all branches of service SEAL ON A WALL. suggestion is using that small grassy area on corner of NYBERG and Martinazzi. Add more benches, put up an AMERICAN FLAG. Perhaps add names of veterans in Tualatin. I'm sure there are longtime residents who served. Just a thought.

Veterans Memorial Survey II - Additional Comments

- Stay away from politics and social engineering.
- Thank you for doing this.
- Only veterans should vote
- I think people should feel proud of their country and that we are in the land of the free because of the brave.
- I like the idea of there being big statues of veterans and those who have sacrificed, as well as a really nice place where you could happily eat lunch, like by a fountain or something, a really peaceful and beautiful place to honor those who have sacrificed for this country
- It should probably be somewhere in Tualatin but you don't have to that is only a suggestion. Thank you very much.
- Sounds like a good idea.
- The Confederated Tribes of Grand Ronde has a Veterans Board which might be able to come to the opening or support.
- Memorial for all vets and not only wartime vets.
- Memorial to honor Vietnam to current veterans who have been left out and not been shown appreciation.
- Obviously, the community must commit to the total sum of the costs or expenses for upkeep and update in perpetuity.
- Parking available Accessible for folks with limited mobility Quiet (away from the noise of life)
- Women equal emphasis with men. Behind the scenes medical support veterans. Add visuals of service animals within this memorial tribute.
- Recognize & Honor those who served the country from other nationalities and have an estimated % of participants.
- Veteran here, I don't think we should be making a memorial at all. I'd much rather see my tax dollars go to helping homeless people.
- Thank you for honoring those who serve.
- Like to see something that Appeals to kids and teaches kids about history rather than just another plaque. Also love trails so maybe something with trails ...
- I think we should have one for military and another for first responders. To me there is a difference between being a cop in a city like Tualatin where you can quit after a few days if it gets too rough vs military where you sign up to go overseas into an active war zone with bullets flying daily. Cops deal with shooters from time to time, not daily, and go home to their family nightly vs military can't see family for nine months and are in a foreign country.
- This Memorial should be educational and patriotic. It should be open, yet have quiet spaces for families of Vets
- I feel the memorial should be one of calming peace, instructive of our past and present freedoms and how they are preserved.
- I reiterate that homeless Veterans in OR should be included in Memorial by providing a safe haven/lodging for them to live....there are SO many living on streets it's shameful.
- Peace, Not War! 2/12/2020
- Private financing only. No Tualatin City funds.
- Should be a calm and tranquil location (away from traffic noise) but easily accessible.
- Would not this to get political or embrace dissidents!
- I like what Beaverton has done to honor currently serving Beavertonians. (placing banners with their name and military branch along roadways).
- Hope this is helpful, I don't want to go to night meetings at this time off year.
- War and violence should never be glorified in memorials -- rather, the human experience of overcoming conflict and coexisting peacefully should be celebrated.
- Shame that they, VFW, American Legion, etc do not put up American Flags on Memorial and Veterans Day

Veterans Memorial Survey III - Additional Comments

- Room to do something great.
- Our post got your email. We voted, but sorry we don't agree with you.
- The message of peace, not war.
- Please do a respectful, pleasant memorial with a peaceful feeling.
- Tualatin Commons is more centrally located
- Veterans red, white and blue proud. By Heritage Center is the best place.
- Honor veterans service and not war or conflict.
- The Commons is such a wonderful space and could use more traffic to support the local businesses in the area -. Especially with Coronavirus and people sheltering in place, the local restaurants are not getting the revenue they are used to. This area has typically seen many restaurants struggle, and having a memorial and encouraging more foot traffic could also encourage more dining at these restaurants!
- Browns Ferry park is open and would be perfect for the memorial
- Central location
- Time summer art camp needs to go. Noise, traffic, parking are bad. Outgrown park space and is neighborhood nuisance.
- Willowbrook makes traffic bad for Fox Hills.
- Memorial for military service having peace as a message in pleasant reflective location.
- Thanks for honoring the military who served.
- Good places for memorial. Thanks for giving vets and others chance to vote for place.
- Needs to focus on patriotism
- This is a natural city center rather than somewhere without that focus. It is the heart of the city and in my opinion the best site.
- Brown's Ferry is first and foremost a natural area; adding a memorial and all the necessary man-made stuff at that location is completely against the natural feel of the park. The commons is a man-made space, and is also more central to downtown, so is much better suited to a memorial. Sweek is an interesting idea, but I think too spread out to be impactful in the same way the commons is.
- Please don't place in Brown's Ferry. It would affect wildlife and bring more traffic/people to an already shrinking habitat.
- 1. Tualatin Commons location provides good visibility for a memorial. 2. Sweek Pond is second choice in that it is a quiet place but memorial would blend in with the trees and not impact look and feel of the park. 3. Memorial would stand out and change nature of Browns Ferry a bit as it would be a visible change to this natural area. Also, TVFR has used Browns Ferry for training at times and annual summer camps might be impacted.
- As a nearby resident to Brown's Ferry park, I enjoy the natural space that already exists and worry about the impact that a project like this might have to the wildlife, as well as the future of Willowbrook Arts Camp.
- This area seems most likely to have consistent foot traffic and is easy to find off the main road for residents and visitors. As a side note, it is more open and easier to ensure there is no vandalism of the memorial since the location is visible from the main road.
- I like here or Browns Ferry. Center of the city makes sense though and gets lots of traffic.

Veterans Memorial Survey III - Additional Comments

- This is a nice gathering place and is centrally located.
- This has always been referred to as "The Heart of our City" since the inception. It is the correct place.
- IMPORTANT TO BE FOCUSED ON PATRIOTISM
- Central in middle of town.
- Brown Ferry park would be good place. Put in the place where the summer camp is. The camps all summer long that closes the park needs to go.
- I chose Tualatin Commons because most of our city's major events are chosen for that specific site, and citizens can visit Memorial when there.
- The history of military service can be part of the Heritage Center.
- The right place is next to the Tualatin Historical Society history building.
- Want it by History Building
- Compatible with Heritage Center building and events.
- I believe this is the highest visibility location. The other sites are excellent, but lack foot traffic that the Commons has.
- good ideas and place for it
- Nice places and thanks for honoring veterans.
- I think the Tualatin Commons would be the best choice, as it is the heart of the city and the Veterans are near to our hearts.
- Memorial with peace, NOT a war memorial.
- Would like to see near the wetlands pond. Thanks for letting us weigh in on the location.
- Sweek Pond is connected with Heritage Center and is peaceful and serene.
- I choose the Tualatin Commons and one reason is it is in the middle of town and not out in the boondocks on the other side of the freeway. I don't like the sweet pond place cause it is way too small and would take up the space the Tualatin Historical Society uses for lots of great activities and the little garden they have reminds me of what was probably next to the pioneer farmhouses. I like that. I have been to the browns park and it reminds me of the way Tualatin once was before all the godawful development that has paved over almost all the land. If you were going to put a memorial on the browns park it should be to tell the story of the Indians who used to live here before the white man exterminated them with small pox, the covid19 of the day.
- The lake is such a nice setting with pretty views, places to eat and no distracting cars that I think it would be the best of the three locations you are considering. A memorial would fit right in the spot you're are suggesting, but it would be very out of place in the parks. At the Tualatin Commons you could choose to visit the site or not, while at the parks you would be stuck seeing it even if you were going to the parks for other reason like trying to get away from it all and just having some time being in nature without having to contemplate the stupidity of wars and the tragic human sacrifices forced on people who had to fight or their families who also suffer. Looking at a memorial to wars and conflict is not peaceful so is in conflict with the peaceful purpose of open spaces.
- The Tualatin Commons seems much more suited to this kind of memorial. There is parking, nearby food and restrooms. I imagine you have made estimates of the number of people per year that would want to visit a memorial like this and the number must be pretty high or you wouldn't want to use limited public property to place it on and maintain it forever. That being said, it could be a good thing for local businesses if

Veterans Memorial Survey III - Additional Comments

someone could walk, bike, or park a car, visit the memorial, stroll around the lake, use a restroom if they need to, and grab a bite and a drink either at the lake or another nearby facility. The big events that happen at the Tualatin Commons would probably contribute to more visitation at the memorial since people wander around during the events and people will discover the memorial whereas they may have never heard of it otherwise. The other sites aren't suited for a memorial, not the least of reasons being a memorial would distract from the natural setting the city has done such a good job of preserving.

- The Tualatin Commons location overlooks water, which is calming to look at and would enhance the experience of being at the memorial. The other locations are not suited for a memorial because they are natural resources and this kind of development would be contrary to the reasons they are special places. Please don't develop every square inch of our parks.
- Reasoning: more people visit the Commons because of events, Commons maintenance is frequent.
- Thanks for letting public choose site. Good diagrams that can understand.
- Well done
- A contingent of Tualatin citizens were deployed to OPERATION ENDURING FREEDOM - Philippines known by the VA for as OEF-P during a clandestine special forces operation that took out the Bali Bomber and renewed support for democracy and freedoms in Southern Philippines (Google OEF-P). We also have veterans living here who were in units deployed to Liberate Kuwait during Desert Storm. A similar survey of residents needs to go out (and allow testimony/proof) to bring the living and more recent services into our civic memorial. CAPT Phil Kumler, USN (ret)
- Good to honor veterans and their families. Thanks
- Thanks Great Job!
- Thanks, I appreciate the extent that you allowed the residents to be involved in this project.
- I think that "Tualatin Commons" is perfect, and incorporates all of the features/criteria that I've selected in earlier surveys. I appreciate the thought that went into this.
...Gary Brannan, VP-Marine Corps Coordinating Council of Oregon & Washington
- Veterans Memorial: To remember those who experienced service, giving of themselves to something greater than themselves, who are no longer with us in body or who are still living. We can not know the motivation that prompted every individual to enter service, nor can we share the feelings they may have had during or after their service. The complex of feelings and motivations are indeed so varied, that presuming to know by displaying language, images, or symbols of lofty concepts that trigger emotions, would be a disservice to those who served. It would be the same for those visiting the memorial, as if the very community their family and friends served were now telling them what they should think or how they should feel. Reflection on service is personal and unique for each one of us, and the space created for a Veterans Memorial should provide for that inclusive freedom of expression.
- Correlates well with mission of Tualatin Heritage Center and the solitude of Sweek Pond Trail. Good parking at Tualatin Police Department with possibilities of honoring first responders around that building and grounds. Probably less expensive development costs.
- Of the three locations this would have the most exposure to the most people.
- A memorial should be where people naturally come and are then reminded of the sacrifices that people made to protect this country. The Commons is the best place

Veterans Memorial Survey III - Additional Comments

for visibility. For me putting it outside of the city center does not show respect for those lives that were lost.

- This location will have the most public access during the year and the goal is to make aware the contributions that Veterans have made in the different wars.
- It is more visible, not put in a park that is not central
- Good places for memorial, hard decision, thanks for letting us vote.
- These are diffuse to see well but I think be at the Tualatin Commons Would be best or second best at Sweek Pond.
- This is the most visible part of the city so it would be making the greatest impact there.
- I feel like the plans for the new memorial should be re-scheduled
- Sweek Pond is a good selection because the heritage center is their and could potentially be used for indoor activities. Plus, there is already enough parking behind the police station.
- People gather in the commons for many reasons and it seems to be the most logical place for a memorial.
- If I've oriented the map correctly, I'd say Sweek Pond is a good location.
- Too many people at the commons. The park is very peaceful and more quiet to reflect
- Placing it at the Commons would help to draw people there and give it more of a focus.
- Preferred the original idea of the area surrounded by Tualatin Sherwood Rd., Nyberg and Boones Ferry. However Browns Ferry has easy access and more room
- The Tualatin Commons, the other two are not in a line of traffic which a memorial should be to stop and gaze, on your pass by etc.
- Please do not put it at Brown's Ferry Park! That is where Willowbrook Arts Camp is located during the summer.
- Dedication space is more important than recreation space to truly honor our veterans.
- More people would see this spot
- I think the Commons is the most central and popular location. If we want people to see it, we should put it there.
- From overhead view it is kind of hard to visualize the area. What buildings or points of reference is it near. How much parking in each area is available.
- I would love to see the Veterans be honored in a high visual space.
- As a veteran I am concerned about the direction the design concepts is going.
- Please cancel the project and use funds for living resources for the community.
- The commons is more central to the overall city.
- The Tualatin Commons area will enjoy the highest traffic, exposure and therefore relevance to our community.
-

Additional Public Comment & Input

Anthony Warren, Park Advisory Committee member – Email (1/14/20)

Commented on the advisory committee focus group summary: that he desired for the memorial to be only for military service veterans and not first responders or others.

Janelle Parker – Email (12/17/2019 8:02 AM)

Dear Kyla:

Received the note left in our condo bldg re development of Veterans' Memorial in Tualatin. Thank you for inviting our comments and opinions.

As a longtime resident (16 years) I have seen places come and go, open and close, and immediately it sprang to mind the empty ex-Haggen's, empty ex-Applebee's, and empty ex-Walmart on Jean Way....all very sad and not a good business testimony for Tualatin.

Current U.S. Military and Veterans always look out for their comrades-in-arms, and the most obvious, least expensive and workable idea would be to use these empty buildings as a Memorial to Vets by turning them into Homeless Shelters for Vets, and as Recreation Centers to honor their service...no need to build an expensive memorial just for name plaques to honor Vets which would no doubt increase our taxes, so let's do something constructive, useful, economical and honorable to the Military and Vets who have kept us safe and who are currently living in Oregon.

There are approx. 31,700 U.S. Military Vets in Oregon state...of which approx 1,300 are Homeless. We have an opportunity to do something meaningful and worthwhile, and a living memorial such as this would benefit everyone, especially Tualatin's reputation and caring community.

I am a retired businesswoman and would welcome your feedback.
Thank you for listening.
Respectfully - Janelle Parker

Yvonne Addington – Email (12/12/2019 6:36 PM)

Hello Dale. As indicated at the C of C get together earlier this week, I have talked to Ross Hoover about including in Tualatin's military memorial plans, the following Tualatin military related tributes: Here is some more recent activity in this regard...

(1) Brian Bushnell, Tualatin's MIA/KIA whom the Tualatin Historical Society/VFW and City honored about 6 years ago. As you recall, I found his brother Scott in Washington as required to allow his name on the Viet Nam memorial in DC. I just talked to Candace Lokey of Virginia who headed up the MIA/POW project back then. Records now at a base in Texas. Brian lived near Tualatin High School. He should be included in any city memorial.

(2) Include the 11 military men who perished in the B29 airplane crash south of Tualatin in 1952.

Additional Public Comment & Input

(A) As discussed, I was contacted and met last month with a former Tualatin resident, now San Diego resident, who lived near the plane crash site here as a child.. At 7, when he got off the Tualatin grade school bus, the plane was so low over his head the "passengers" were waving at him, seconds before it crashed. I hope to add his story to follow up in the Times early next year and he plans to meet again with me when he returns to Tualatin in the spring with more information. I first wrote about the crash in the Tualatin Historical Society Fire Department history book as told to me by retired Tualatin firemen, some of whom were playing football that day at the old Tualatin Grade School, saw the plane overhead and went with their coach to the crash scene. There are also several more people who have stories about this. Two more spoke to me at the most recent THS meeting this month.

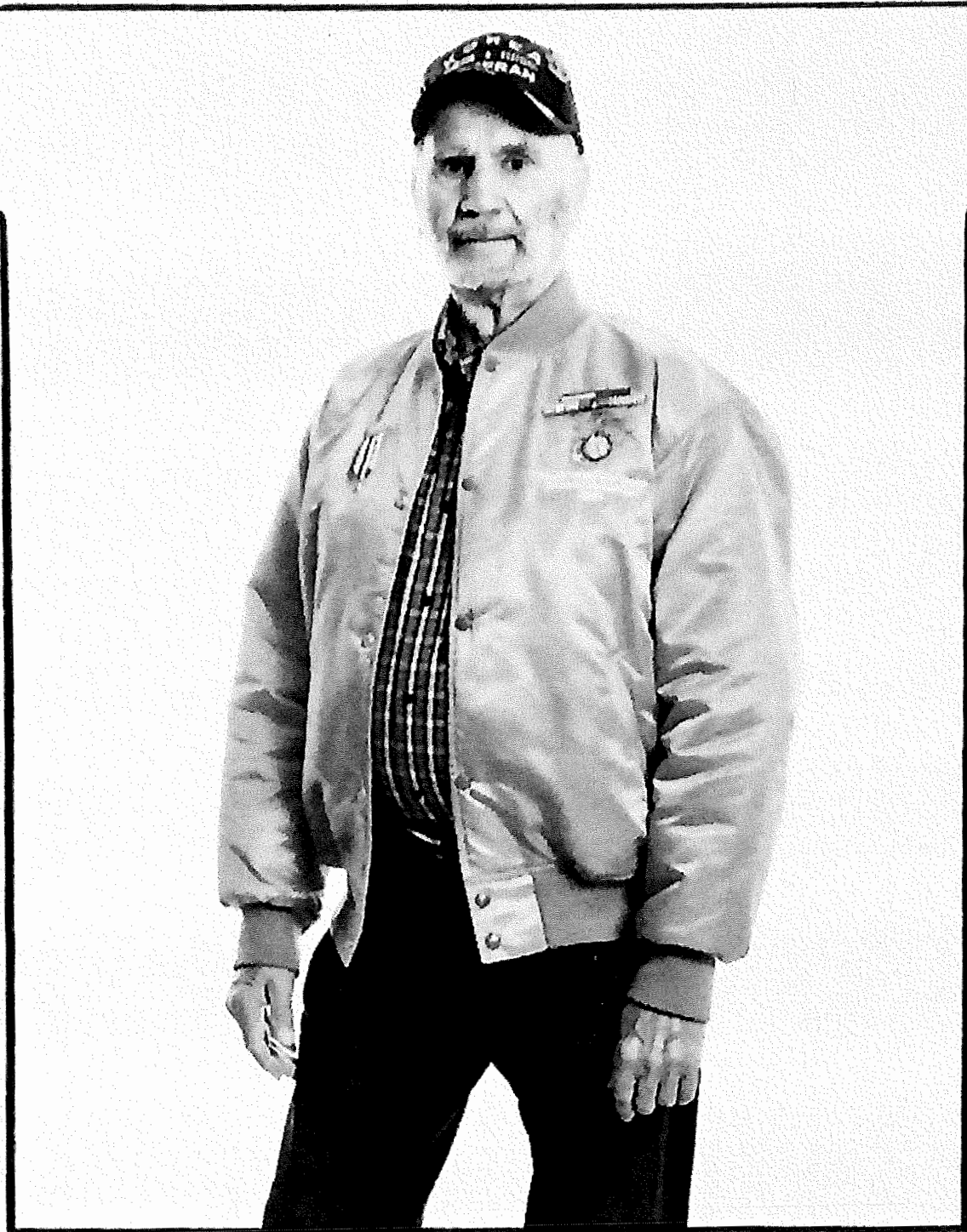
(B) Two weeks ago, I was sent an email received by Ray Pitz of Times who wrote the recent story about the 1952 crash. He had received the email from Portland Tribune. It was from the granddaughter of the B29's pilot! I responded and she replied. She said the whole family had lived in Southern California at the time and that the pilot's brother (her uncle) now lived in Tigard and his sister lived in Sherwood! She gave me telephone numbers and urged me to call him. She and her mother will come from Idaho after the new year and would like to talk some more.

(C) She also gave me numbers to contact her great uncle in Tigard as requested. This morning I did so. We had a great conversation about a sad family story. He has read the Times story we did recently and wants to share his information with me. He said he was only 11, living in S. California with family when his pilot brother perished in the 1952 airplane crash just south of Tualatin. He has some records and newspaper articles and learned more from our local newspaper article.

He too is going to get together with me after new years to exchange information. As an aside, he moved here years ago and retired from West Linn Paper Company 10 years ago. (I have dealt with that company too while on the Willamette Falls and Landings Board. It just reopened.) I told him about plans for a local Tualatin military memorial and he is anxious to support inclusion of the airplane crash story.

So, I am hoping something will be done to include these 12 military men who lost their lives working for our country within plans for Tualatin's planned memorial and I am hopeful you will continue to support these stories, and will contact necessary people to get them included in plans. I will be happy to meet with people who will be working on this project. I will share this email with Ross Hoover, Rich Muehler, Robert Kellogg, Mayor Bubenik, Ray Pitz, Michael Antonelli, Art Sasaki, Sandra Carlson, Cindy Leigh, Linda Moholt and some others to keep people informed of this ongoing story. Thanks for your help. Yvonne Addington

Joe Lipscomb, Local Veteran - Handout



Thank You for Your Service For Our Country.

Photography by Rami Hyun

Sponsorship by

21 6 of Surgeon Frank Lee of 111st Infantry
46 of Sun Park
of 2 of 2000 Soldier Lee

BATTLE OF CHOSIN RESERVOIR, NOV. 27-DEC. 11, 1950

The opposing forces at Chosin faced two mortal enemies—one another and the bitter Korean winter. Spearheading the U.N. forces, General of the Army Douglas MacArthur had launched his Home-by-Christmas offensive to push communist forces entirely out of North Korea and end the war. Chinese Chairman Mao Zedong pushed back, committing 10 divisions of his Ninth Army with orders to destroy the coalition troops to a man. On November 27, as the U.N. forces swept north around either side of the Chosin Reservoir, the Chinese sprung their trap. But 1st Marine Division commander Maj. Gen. O.P. Smith had anticipated just such a scenario and coordinated one of history's greatest breakouts.

Wielding air superiority and textbook perimeter defense, Smith was first able to retrieve his overextended Marines from the west side of the reservoir and Army elements from the east side and concentrate them south of the reservoir at Hagaru-ri. Calling in reinforcements from the supply base at Koto-ri, Smith then ordered a withdrawal to the port of Hungnam. Through a combination of punishing artillery and air strikes, ingenuity and just plain grit, the U.N. forces reached Hungnam on December 11 and evacuated from the port. They have sustained 10,000-plus casualties but had inflicted more than twice that number on their enemy. The cold has claimed another 30,000 Chinese. Theirs was a pyrrhic victory.

SWmaps.com

THE KOREAN WAR

This Cold War conflict traces its origins to the postwar division of the Korean Peninsula along the 38th parallel—the south falling under the mandate of the United Nations, the north under the Soviet Union. The political tensions boiled over when the communist north invaded the democratic south on June 25, 1950. The conflict saw near victory for each side before settling into a stalemate. In 1953 the foes agreed to an armistice, but not peace. The Cold War may be over, but this war remains unresolved.



BRIDGING THE GAP

As the U.N. column broke out south toward Hungnam, Chinese troops blew up a key bridge in Funchilin Pass, hoping to delay the retreat and deny the road to U.N. vehicles. But the coalition would not leave its wounded, and in a brilliant display of innovative engineering, U.S. forces parachuted in sections of a treadway portable bridge, spanned the gap and forged ahead to Hungnam and the planned evacuation.

A listing of the Colonial and America's Wars, Conflicts and Interventions- Their stories could be displayed individually and/or grouped together.

During the 18th Century-

Early Colony Conflicts and Interventions - French and Indian Wars of 1754 to 1763; Dunmore's War of 1774
 The American Revolutionary War 1775 to 1783
 Later Conflicts, Interventions and Indian Wars - Cherokee American War 1776 to 1795; the Northwest Indian War 1785 to 1795; Shay's Rebellion 1786, Whiskey Rebellion 1794 and Quasi-War 1798 to 1800

During the 19th Century-

War of 1812
 Mexican - American War
 American Civil War
 Spanish American War
 Philippine - American War
 Indian Wars - there were some 33 Indian Wars during the 19th Century, those listed are a few of them.
 Oregon Country and Oregon Territory: Cayuse War and Rogue River Wars
 Pacific Northwest: Yakima War, Puget Sound War, Snake War, Nez Prece War, Bannock War, and Modoc War.
 Other: Seminole Wars, Texas-Indian Wars, Apache Wars, Navajo Wars, Yavapi Wars, Red Cloud's War and Comanche Wars just to name a few.
 Other Conflicts and Interventions-
 Barbary Wars , Tecumseh's War, Aroostook War, Ivory Coast Expedition, Utah War, John Brown's Raid on Harper's Ferry, Moro Rebellion and Boxer Rebellion

During the 20th Century-

World War I
 World War II - European theater
 World War II - Mediterranean theater
 World War II - Pacific theater
 Korean War
 Korean War - Chosin Reservoir
 Vietnam War
 Persian Gulf War
 Operation Infinite Reach (military response to al-Qaeda terrorism in Khost, Afghanistan and Khartoum, Sudan)
 Indian Wars - Crazy Snake Rebellion and Last Indian Uprising
 Other Conflicts and Interventions-
 Border War, Banana Wars, Lebanon Crisis, Lebanese Civil War, Bay of Pigs, Korean DMZ Conflict, Invasion of Grenada, Invasion of Panama, Somali Civil War Intervention, Yugoslav Wars and Intervention into Haiti.

During the 21st Century - and which are still on-going today-

The War of Terror: also known as the Global War on Terrorism, an international military campaign launched after the September 11, 2001 terrorist attacks.
 The War of Terror - Afghanistan
 The War of Terror - Iraq War
 The War of Terror - War in Northwest Pakistan and War in Somalia as combined story
 The War of Terror - War in Somalia, Intervention in Libya and Intervention in Iraq
 The War of Terror - Intervention in Syria and Yemeni Civil War
 Operation Enduring Freedom-
 Horn of Africa, an anti-piracy initiative in the Indian Ocean, Guardafui Channel, Gulf of Aden and Arabian Sea
 Operation Inherent Resolve-
 Military intervention against the Islamic State of Iraq and Syria



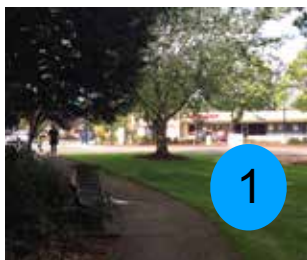
An example of what a story board may look like.

Establishment of an 'All Wars' Memorial



My desire is to establish an 'All Wars Memorial' to honor all who have served our country within the City of Tualatin. It would be of educational and historical value, a creative 'visual chronicle' of the many wars and interventions America has been involved with from the 18th century as well as a peaceful place to visit.

I would like to see it established within Tualatin Commons Park (in the center of town, between Fred Meyer and Nyberg Rivers shopping centers) however, the final site selection will be up to the city. The park is basically 'shovel' ready for developing today. With a few trees removed; some more walkways added; placement of flag poles for each branch of the services; a few tables located strategically for people to enjoy a bit of lunch and conversation; adding some additional bench seating just for passive relaxation; converting a traffic lane on SW Nyberg for parallel visitor parking; individual freestanding story displays which briefly tell the story of each war or intervention along with plaques listing each sponsor being installed as funding is available. With very little effort the Tualatin Commons Park could become such a place. It's location with easy access off of I-5, on public transit with an express link to Portland and being in a central location would also make it an attractive place for visitors to the city. Photos below show the park today.



1



2



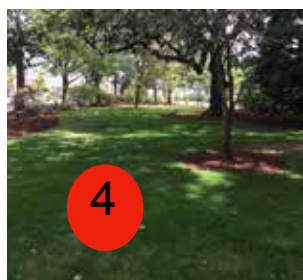
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7



3



4



5



6

Below are examples of features which could be within the Memorial - flag poles; tables with seating; story boards; entrance sign and perimeter banners.



The 'Visual Chronicle' would tell a brief 'story' of various major and other wars, engagements and interventions. Some could be grouped together, for example: Oregon's Cayuse and Rogue River Indian Wars could be grouped as one of the individual freestanding story displays. Benefits of such a 'visual chronicle' would be both a historical preservation and educational opportunity not only for citizens, but for our schools, as well as a connection to our Library. With it's location on public transit; adjacent to I-5; proximity to eateries and housing accommodations it is also a visitor attraction opportunity.

The Parks and Recreation Master Plan recommendations for Tualatin Commons Park are to add new touches to enhance its function as a visible gateway by adding artwork or sculpture and improve sight lines into the park. Placing an 'All Wars Memorial', a 'visual chronicle' and history of America's many wars and interventions could accomplish these master plan recommendations. The up-dated Master Plan is scheduled for adoption in December by the City Council. Individuals and groups I have talked with think the 'Visual Chronicle' is a unique approach to honor those who have served our country plus being an educational and historic preservation value.

A listing of Colonial and America's Wars, Conflicts and Interventions - who's stories could be displayed individually and/or grouped together.

During the 18th Century -

Early Colony Conflicts and Interventions - French and Indian Wars of 1754 to 1763; Dunmore's War of 1774 involving our early ancestors.

The American Revolutionary War 1775 to 1783

Later Conflicts, Interventions and Indian Wars - Cherokee American War 1776 to 1795; the Northwest Indian War 1785 to 1795; Shay's Rebellion 1786, Whiskey Rebellion 1794 and Quasi-War 1798 to 1800

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War of 1812

Mexican - American War

American Civil War

Spanish American War

Philippine - American War

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Korean War

Korean War - Chosin Reservoir

Vietnam War

Persian Gulf War

Operation Infinite Reach (military response to al-Qaeda terrorism in Khost, Afghanistan and Khartoum, Sudan)

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The War of Terror - Intervention in Syria and Yemeni Civil War

Operation Enduring Freedom -

Horn of Africa, an anti-piracy initiative in the Indian Ocean, Guardafui Channel, Gulf of Aden and Arabian Sea

Operation Inherent Resolve -

Military intervention against the Islamic State of Iraq and Syria



from WW II days

Additional Public Comment & Input

From: [Joseph Lipscomb](#)
To: [Rich Mueller](#)
Cc: [Dale Potts](#); [Ross Hoover](#)
Subject: All Wars Veterans Memorial
Date: Sunday, May 10, 2020 6:03:28 PM
Attachments: [image009.png](#)

Good morning Rich,

I voted for having the Commons site as our memorial location and I sent an email (see below) to several people with military backgrounds regarding suggested design considerations for our 'All Wars Veterans Memorial' if this is the site to be selected for the project. The email talked about 5 design idea suggestions. I heard back with a strong support for the walk with Japanese White Flowering Cherry Trees. The honoring of Gold Star Mothers along with other ideas were considered excellent as well. Attached is the email I sent out to everyone and this one was returned from Gary with comments -

"To save time and space, please find the few comments I have in red. I hope this helps ... Gary"



I feel several of his comments are significant in the planning and placement of the flag poles (item #3) as well as a local source reference for use with the storytelling (item #5) portion of the memorial.

I am asking you to share this information with the consultant design team so if the Commons site is the one selected these may be discussed during our up-coming virtual committee meeting. I would be happy to discuss these suggestions with you anytime.

Joe Lipscomb

My original email text sent to individuals with military backgrounds for comments -

Below is a draft of an email I want to send to Rich with suggestions for site design for the Commons if that one is the selected site. I am only doing this site, the one I voted for. I have 5 design ideas (see below) for consideration by the consultant team. Please send comments or call me with comments. There is only a few weeks remaining before our virtual committee meeting.
Joe

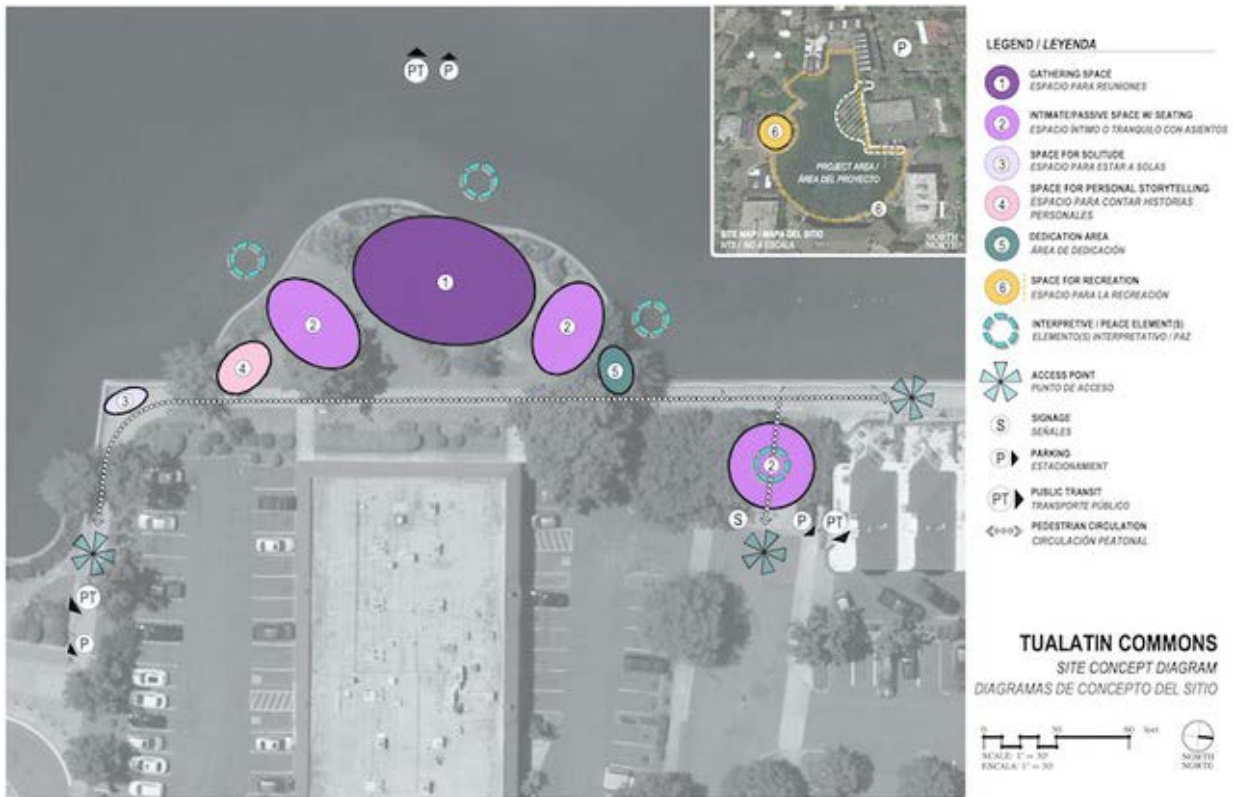
Rich,

Thank you for your last email that we will have updated information the week before our next virtual Advisory Committee meeting.

I am going to assume that the consultant is going to be presenting us with some design ideas based on their studies. If that will be the case and if the Commons site is the selected one I would like to present to you now with my suggestions so they may be passed on to the consultant team for consideration in the site design. My suggestions relate to the area numbers on the earlier map below. Although this site is small I believe it could become a 'PlaceMaker' within the downtown area. **Commons was my site choice, too, as 'PlaceMaker' being one of the key attributes, simply because it should be to be an attraction and 'conveyor/purveyor of a meaningful message'.**

Thanks for considering my design ideas,

Joe



1 - Completely clear the entire site of all plantings and other items down to natural earth and starting with all new improvements.

2 - Install a new walkway (present location) with a minimum of 18’ width. Walkway would be lighted and lined with trees on both sides, suggest the Japanese White Flowering Cherry Trees, which would be in bloom in spring making the space attractive for Memorial Day service as well as a pleasant walking space during the summer months. **Info only: The “Japanese White Flowering Cherry Trees” is an excellent choice. Their appearance is ‘striking’ when ‘en masse’ and in full bloom. Its botanical name is *Prunus.s. ‘Shirotae’ (‘Mt. Fuji’)*. As at maturity they’re 20ft. high x 25ft. wide, they’ll eventually be a striking white, flowering tunnel’. Maintaining their ‘understory’ at canopy height (e.g. Portland waterfront) will preserve full view of the surroundings, even for tall people.**

3 - Areas marked #1, #2, #4 and #5 would be completely covered with brick pavers able to easily accommodate large crowds (pavers would be set in sand, an environmental feature allowing water to drain into the soil) and provided for low maintenance. This space would be an open area used for all memorial service events with seating chairs brought in (considering future distancing requirements) and PA system provided as needed. Example of Events would be Memorial Day, D-Day, V-J Day, Pearl Harbor Day and Veterans Day to name some. Flags of the **United States, State of Oregon and** various services would be located along the western edge of the site - flag poles each lighted for each of the services **flag as follows from left to right: United States, State of Oregon, Army, Marine Corps, Navy, Air Force, Coast Guard, Space Force, POW/MIA.** † Coast Guard, Navy, Marine Corps, Army, Air Force, Space Force, and the MIA/POW and of the United States. If the Oregon Dept. of Veterans Affairs gives us a grant for the project, then I feel we should also include the Oregon State Flag.

[Flag placement is often not in the correct order of precedence. I suggest rearranging the

Additional Public Comment & Input

flags above as indicated]

This area would also contain several tables with attached seating for passive and casual enjoyment. Example of a table design - suggest considering 4 tables placed on the perimeter of the area along the lake - example from another memorial site. **The style in the photo is an excellent choice for small, conversational settings and capability of rearranging / grouping, as occasion logistics warrant. (Consider storage nearby for more settings to use for special events, and other items required to support and maintain the area.)**



In addition at least 6 new specially designed benches representing various campaigns would be placed along the new sidewalk - both facing the walkway and the common event area (spaced for future distancing requirements). Several benches would also be provided in area #3 the solitude area. Example of a bench design is shown below - WWI from another memorial site.



There are two large square planters, one on the south end and other on north end of this area. These could be used to identify by standardized (say 5" x 12") bronze plaques listing all of the wars and interventions of our country during the 18th, 19th, 20th and 21st Century's while leaving space for future years. There are two inside panels (away from lake) on each where the plaques could be placed. Plaques would say WWI, WWII and so on. The number of names identified would be based on how many plaques could be placed on the four panels leaving room for the future. These same planters, with trees removed, would then become the platform for bronze statues, one on the south for women and one on the north for men. Suggest each would contain 5 figures in period dress (something similar to the statue at the library) -
- for women represent: Rev/Civil War era seamstress; the 'Hello Girls' of WWI; the 'Rosie the

Riveter Girls' of WWII; Nurses of the Korean or 'Forgotten War'; Women in combat during the War on Terror and as Astronauts in the Space Age.

- for men represent: Rev/Civil War era; the 'doughboy' of WWI; the 'Navajo Code Talker' of WWII; Special Forces during the War on Terror and as Astronauts in the Space Age.

4 - The area marked #3 (Solitude Area) - suggest this area be designated the Gold Star Mothers area and contain a window sculpture with the Gold Star flag in window. We have two window manufactures within our city and I am sure one of them can produce such a sculpture. Example below – **Very nice idea, but the word 'window' makes me think about the need for every aspect of the site be as close to vandal-proof as possible. You might want to consider colored bronze or stainless steel.**



5 - Storytelling Area #4 - suggest be relocated to along the area east of the new sidewalk and be designated to tell various stories (there are so many stories which could be told, so new social distancing rules and allocated space will determine the number to be told). Here are several stories I think are worth sharing as a part of our history -

1 - 'Hello Girls' WWI - 1st women in combat they were a critical factor in communications on the front

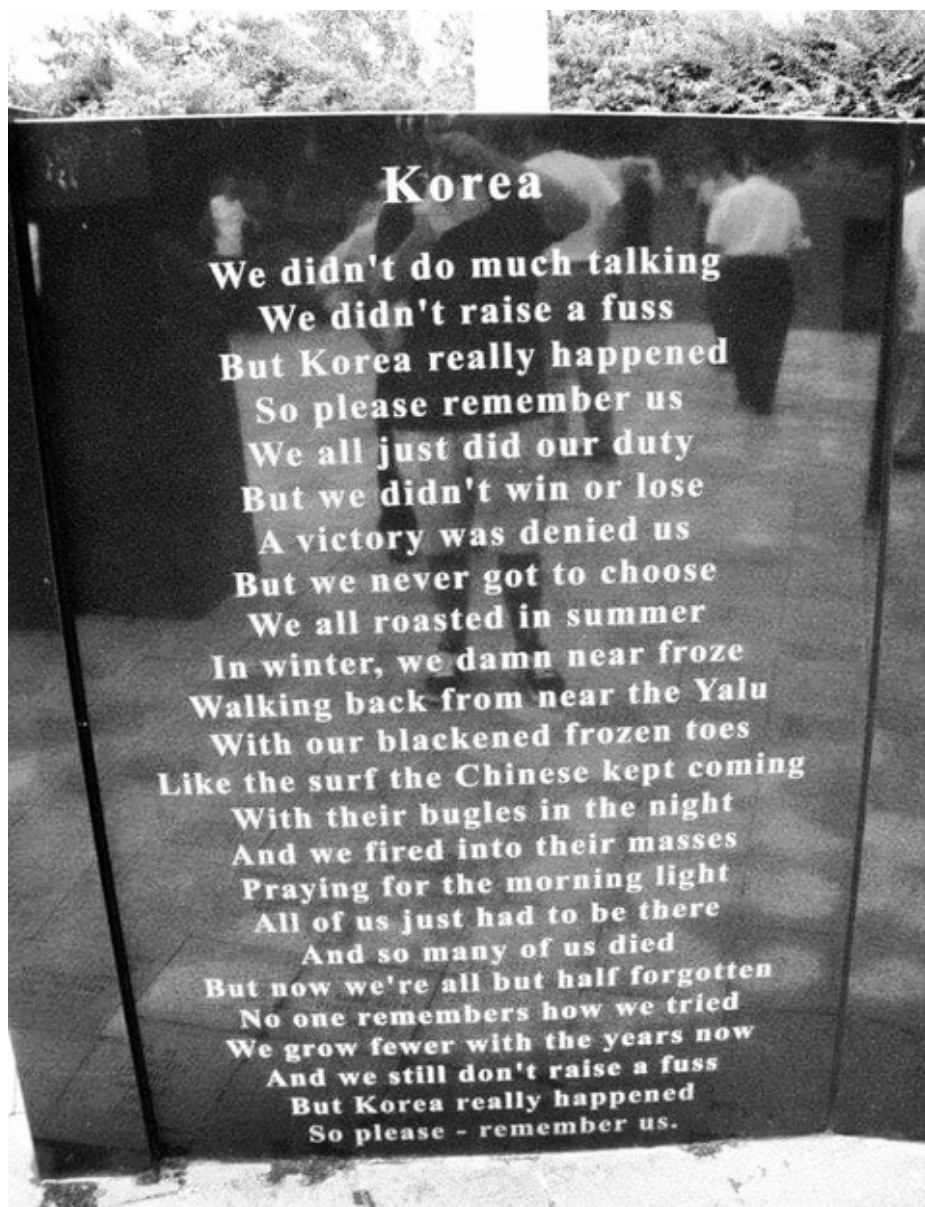
2 - 'Rosie the Riveter Girls' of WWII - women on the home front were a critical factor in the war effort

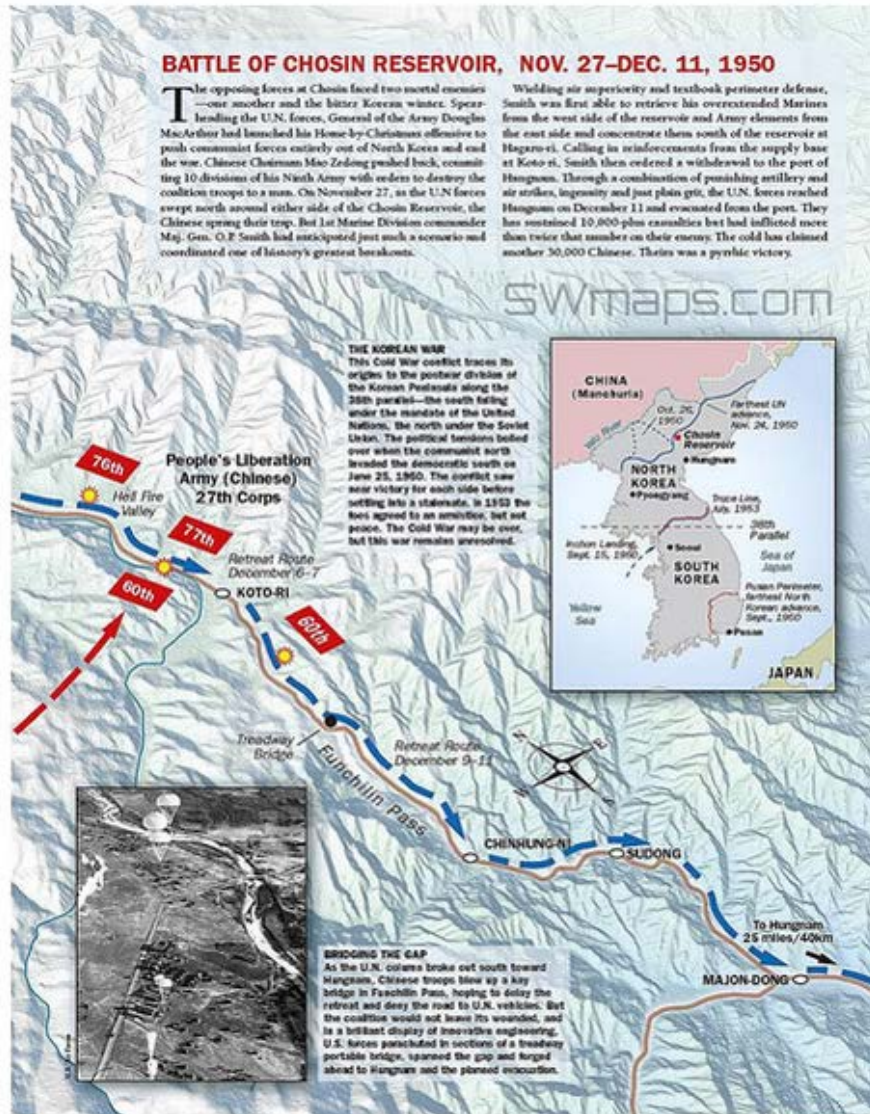
3 - Midway Island WWII - a turning point in the war of the Pacific

4 - Navajo Code Talkers WWII - they were a critical factor in Pacific campaigns and the victory at Iwo Jima

5 - Chosin Reservoir Korea - a turning point where 120,000 Chinese army troops crossed the Yalu River and attack 20,000 UN troops at the time the UN forces were about to unite both Koreas and leaving us in today's truce situation

Examples of how storytelling could be told are using the city present day approach to the Ice Age Trail or we could use a vertical storyboard approach used by other Memorial sites as shown below in storytelling about the Korean War -





Regarding 'history ideas', I suggest that at some point, prior to finalizing what 'history' is featured, that you consult with Col Mike Howard, USMC (Ret), who is the Historian for our Marine Corps Coordinating Council of Oregon and Washington. (His middle name should be 'History', because he's perhaps forgotten more military history than a platoon of us vets will ever know.) I'm absolutely positive that he could be a valuable resource for this project, at least on a consulting basis.

Additional Public Comment & Input

From: [Joseph Lipscomb](#)
To: [Rich Mueller](#); [Ross Hoover](#)
Cc: [Dale Potts](#)
Subject: Vet's Memorial
Date: Friday, May 22, 2020 1:39:23 PM

Gentlemen hope you are staying safe and families are well.

Also, thanks Rose for the agenda on the 28th meeting, enough pages to read that will keep me busy for awhile.

In my email on design idea suggestions I sent to you there were two things I forgot to mention.

1st - if we have any benches, tables and storyboards in final design the final number I assume will be based upon new social distancing standards, what ever those will be.

2nd - within the area I had suggested as a brick-paver plaza area the placement of the pavers could be done in such a way as to create Veterans Memorial Labyrinth.

Stay safe and well,

Joe

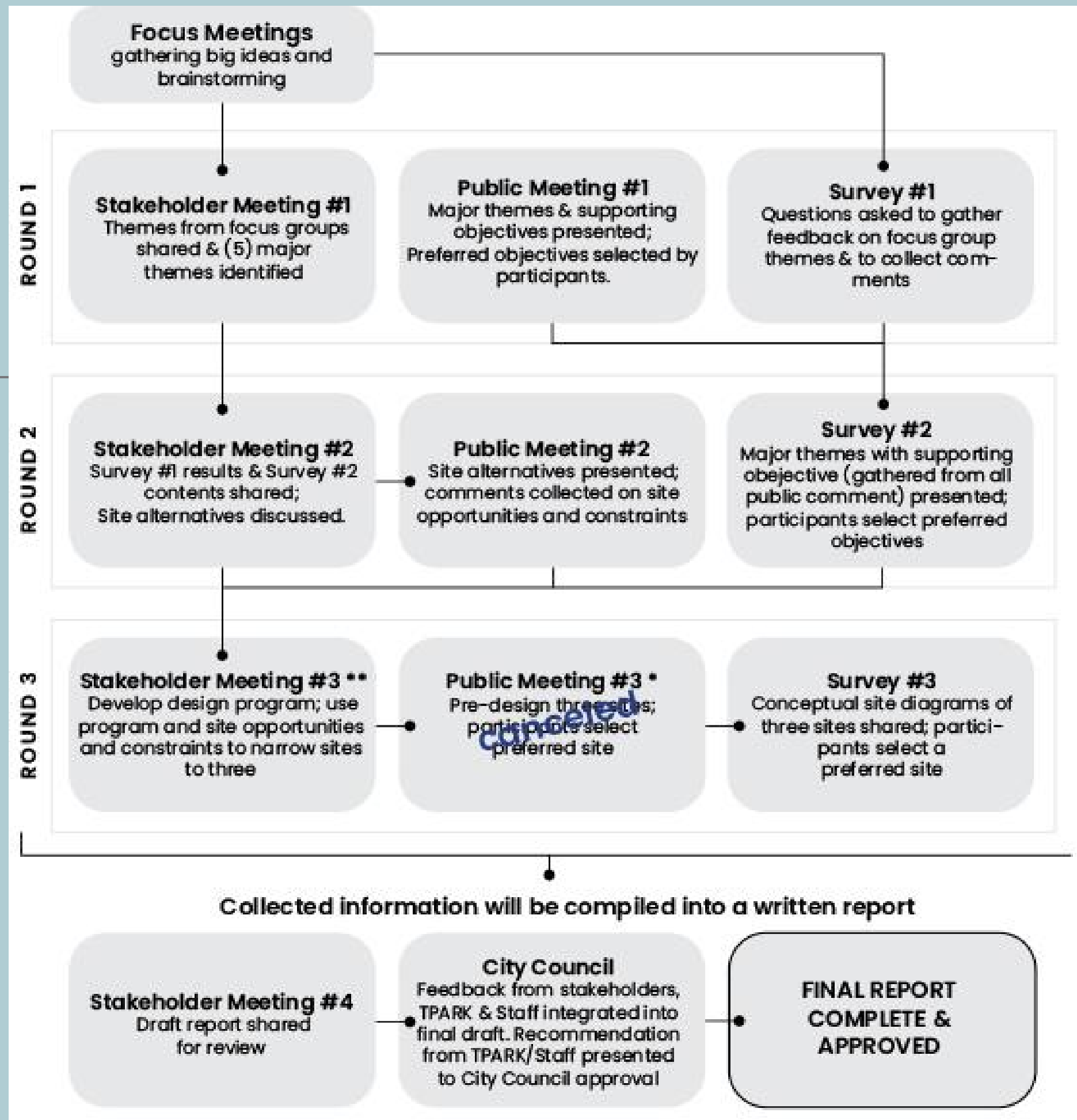
SEPTEMBER 14, 2020



Veterans Memorial Presentation

City of Tualatin Parks & Recreation

Process Overview



Who/What the Memorial Should Honor

- All military service members & branches
- Military family members
- Freedom & peace, not war
- Hidden heroes (civilian support)

Core Themes & Objectives

- Connection
- Share values
- Engagement
- Timeless
- Experience

Who & What the Memorial is Not

- No Emphasis on war or violence
- No focus on first responders
- Avoid overwhelming information
- No references to conflicts or people

Site Assessments

- Brown's Ferry Park
- Sweek Pond Natural Area
- Toman & Van Rijn City Properties
- Little Woodrose Natural Area
- Indian Meadows Greenway
- Chieftain Dakota Greenway
- Tualatin Commons
- Commons Park



Veterans Memorial Presentation

City of Tualatin Parks & Recreation

Design Program

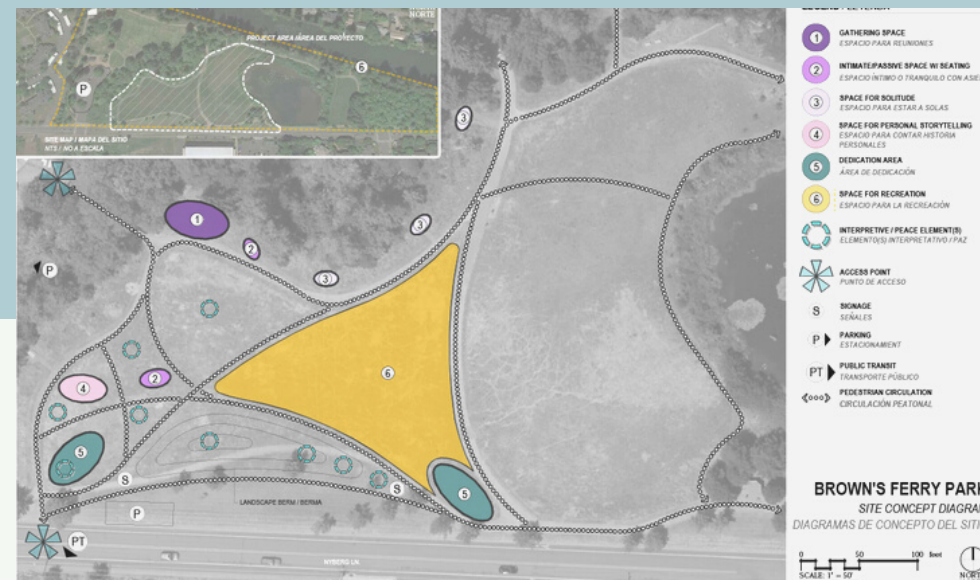
(Site Attributes)

- Gathering Space (30-50 people)
- Intimate & Passive Spaces with Seating (2-3 people)
- Space for Solitude
- Space for Personal Storytelling
- Recreation Space (activities)
- Dedication Area
- Interpretive Elements (art, informational)
- Signage
- Parking (25 cars max)
- Public Transportation (close proximity)

Preferred Site Locations



TUALATIN
COMMONS
**Preferred
Location**



BROWN'S FERRY
PARK



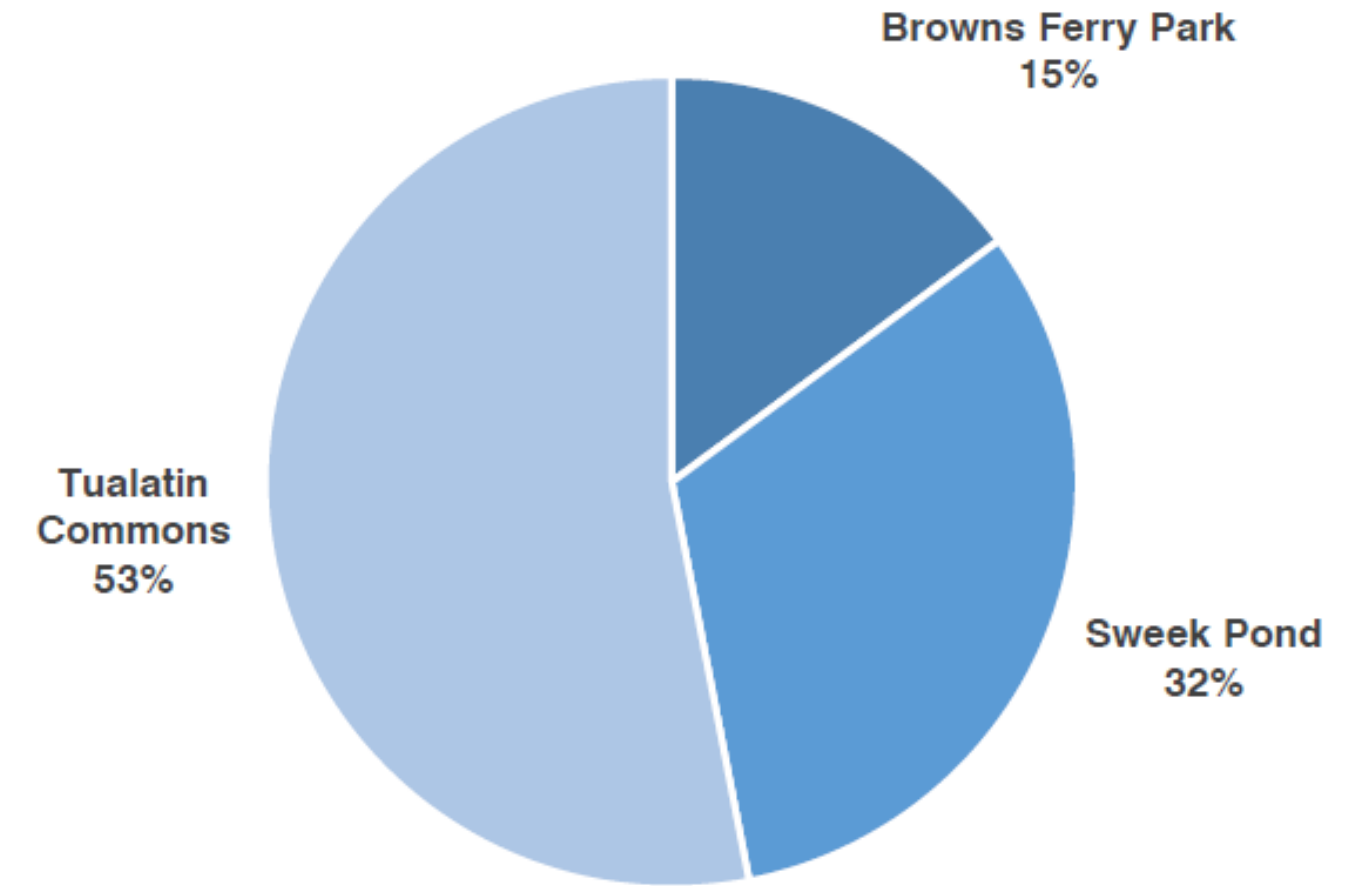
SWEEK POND
NATURAL AREA

Veterans Memorial Presentation

Survey III

- Open for 3 weeks
- 262 Participants selected preferred site
- 79 additional comments

What is your preferred location?



Community Outreach & Engagement

- Focus Groups (5)
- Outreach (Starry Nights, Library Pop Up)
- Stakeholder Advisory Committee (4 meetings with 16 members, including 9 Veterans)
- Community Engagement Meetings (2)
- Surveys (3 with 688 responses)


Public Information & Notification

- Online
- Social
- Print
- Media

M Assistant to the City Manager Megan George, City of Tualatin AGENCY

What Does a Veterans Memorial Mean to You? ¿Qué Representa Para Usted Un Monumento Conmemorativo?

We are asking you to share your thoughts on this topic and enjoy some tasty refreshments during a series of meetings over the next three months. Each will focus on a different aspect of the project from themes to location; we hope you will join us at one or all three! Tualatin Public Library Community Room 18878 SW Martinazzi
See more...



16 Jan · Subscribers of City of Tualatin

Thank Comment 2 4

See 2 previous comments

T Tracy Bell, CIO District 4
I read about this in the paper that is delivered - as a veteran, I think it is important to be involved in projects such as this. There are plenty of folks who will have something... See more
17 Jan Thank Reply 1

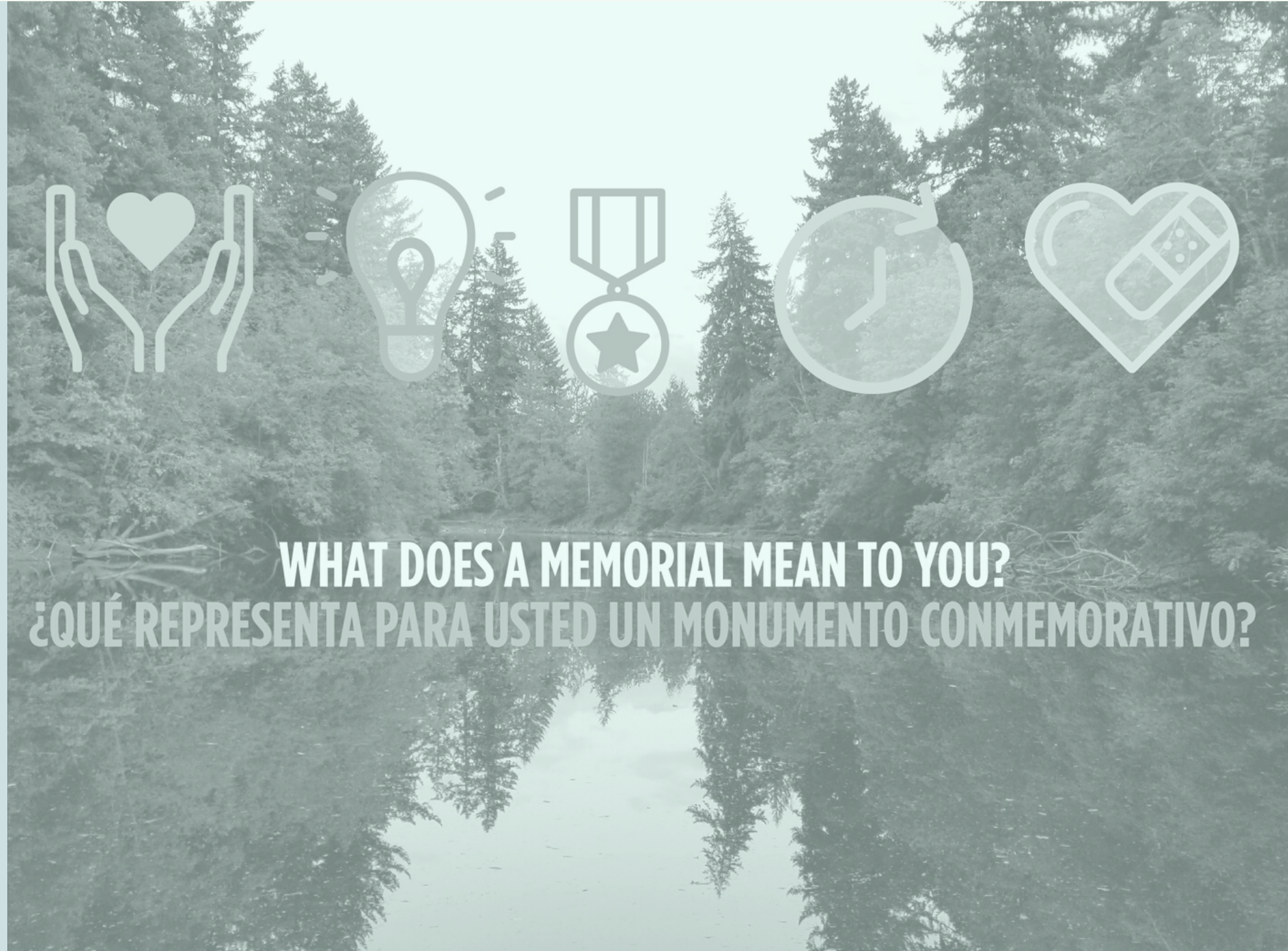
D David Cagle, Ibach CIO
I agree with you Tracy. As a veteran of the Iraq war, I think its important for us veterans to share our ideas on this. Its important to remember the sacrifice the men and women... See more
17 Jan Thank Reply 2

Next Steps

Veterans Memorial Presentation

City of Tualatin Parks & Recreation

- Design Development at Tualatin Commons
- Public Engagement
- Selection of Schematic Design
- Determine Construction Costs
- Identify Funding Opportunities



WHAT DOES A MEMORIAL MEAN TO YOU?
¿QUÉ REPRESENTA PARA USTED UN MONUMENTO CONMEMORATIVO?