

CITY OF TIGARD, OREGON
13125 SW HALL BLVD.
TIGARD, OREGON 97223
503-718-2487

COMMUNITY EVENTS FUNDING REQUEST

Due: February 12, 2015

Event Name: Tualatin Riverkeepers' Nature Recreation Events
Address: 11675 SW Hazelbrook Drive
City, State, Zip: Tualatin, OR 97062
Contact Name: Mike Skuja
Telephone Number: 503-218-2580
E-mail address: mike@tualatinriverkeepers.org

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

Cash	\$2,500
In-Kind Services-hours (use of City property, City staff support, etc. Please explain the services requested on a separate sheet)	\$1,000
Total Request	\$3,500

2. **Purpose of Funding Request:**

Nature Recreation: Connecting Tigard Residents to the River in Their Community

Goal : Tualatin Riverkeepers (TRK) will provide canoe and kayak experiences on the Tualatin River for **700 participants** at Cook Park in Tigard. Each spring TRK recruits and trains a new corps of volunteer Paddle Trip Leaders. Guides lead 1,000 people on paddle trips annually to promote the beauty and recreation opportunities of the Tualatin River. With fleets of canoes and kayaks, donated by the Washington County Visitors Association, TRK is able to serve residents of Tigard, neighboring cities and visitors as well.

Nature Day Camp, Cook Park, 80 participants.

Campers participating in Summer Nature Day Camps at the Dirksen Nature Park will participate in a one-day river adventure paddle trips. Their float trip will both start and end at Cook Park.

Cook Park Boat Rentals, Weekends, 9am – 6pm, July – September, 400 participants. Cook Park Boat Rentals will continue to expand opportunities to experience the Tualatin River through paddle recreation by making boats and gear available to the public for rent seasonally.

Public Tours, Two Paddle Trips, 50 participants. TRK will coordinate a minimum of two public tours on the Tualatin launching from Cook Park. Paddlers will have the opportunity to experience the Tualatin led by TRK's experienced guides. Perfect for first-time paddlers, families with children or anyone who would like a little extra help, TRK provides volunteer support to make the recreation experience fun and accessible for all abilities. TRK handles all event registration through its web site at tualatinriverkeepers.org.

Guided Kayak Tours, Four Summer Dates TBD at Cook Park, 100 participants.

TRK coordinates with corporate and private groups to provide guided group experiences on the River.

3. How will this event benefit the Tigard Community?

TRK will provide canoe and kayak experiences on the Tualatin River for 700 people at Cook Park in Tigard. Of those, 400 will be residents of Tigard.

Program participants learn skills to increase their awareness and enjoyment of the natural world for a life time. First time paddlers who participate in guided canoe and kayak trips gain the skills and confidence needed to then venture out and repeat these experiences on their own. Additionally, recreation programs encourage physical activity and promote a healthful lifestyle.

Free and low cost nature recreation experiences are designed to maximize participation to achieve TRK's goal to foster long term stewardship for the Tualatin River and broader watershed. This City of Tigard Community Grant enables TRK to provide Nature Recreation opportunities in Tigard.

4. How many Tigard residents do you anticipate participating in this event (or these events)?

TRK will provide canoe and kayak experiences on the Tualatin River for 700 people at Cook Park in Tigard. Of those, 400 will be residents of Tigard.

5. Please submit the following information with this request:

- a. Most recent annual budget compared with the prior year's actual revenues and expenditures. The Budget should identify the period to which it applies, beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
- b. Audit report or financial statements for the last fiscal year.
- c. Articles of Incorporation.*
- d. 501(c)(3) status.*
- e. Organization Bylaws*

* Information not required if it has been submitted at least once in the last five years.

Please note that a lack of adequate financial information could result in denial of request.

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

TRK requests storage of canoes and kayaks for seasonal use near the Cook Park Boat Ramp. TRK estimates storage space from July – September at Cook Park at \$1,000. TRK recognizes that receipt of grant funds does not guarantee use of storage space. TRK will acquire all permits needed to provide services described in this application.

Mike Skynj's Exec. Director
Print Name of Preparer



Signature of Preparer

1/19/15
Date

Tualatin Riverkeepers
Balance Sheet
As of December 31, 2014

ASSETS

Current Assets

Checking/Savings

1010 · CCB - Checking	3,376.01
1110 · CCB - Money Market	73,688.08
1120 · PCB - Rainy Day	9,937.55
1200 · Petty Cash	3.00

Total Checking/Savings 87,004.64

Accounts Receivable

1300 · Accounts Receivable	18,410.00
----------------------------	-----------

Total Accounts Receivable 18,410.00

Other Current Assets

Prepaid Insurance	2,776.50
1500 · Prepaid Expense	668.50

Total Other Current Assets 3,445.00

Total Current Assets 108,859.64

Fixed Assets

1600 · Fixed Assets

1620 · Computer Hardware	17,731.32
1640 · Canoes, Trailers, and Equipment	35,749.81
1670 · Accumulated Depreciation	-43,863.59

Total 1600 · Fixed Assets 9,617.54

Total Fixed Assets 9,617.54

TOTAL ASSETS 118,477.18

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Accounts Payable-403(b)	1,700.00
WCB Credit Card	1,382.24
2200 · Vacation Accrual	2,754.00

Total Other Current Liabilities 5,836.24

Total Current Liabilities 5,836.24

Total Liabilities 5,836.24

Equity

3825 · Unrestricted Net Assets	32,567.60
3850 · Temp Restricted Net Assets	3,800.00
3900 · Retained Earnings	64,098.54
Net Income	12,174.80

Total Equity 112,640.94

TOTAL LIABILITIES & EQUITY 118,477.18

TUALATIN RIVERKEEPERS
Statement of Activities

January 1, 2015 - December 31, 2015

	Watershed Watch	Restoration	Trips & Tours	Youth Education	Management & General	Sp Events & Fundraising	Total
Revenue							
New Revenue							
Individual/Other Contributions	720	300	540	1,050	180	210	3,000
Corporate Contributions		11,500	5,000		3,000	4,500	24,000
Memberships					51,000		51,000
Grant Income Pending	35,000	10,000	7,500	31,000	15,000		98,500
ESOR					3,000		3,000
Special Events						55,000	55,000
Program Service Fees			23,500	12,000			35,500
Interest					150		150
Merchandise Sales					400		400
Total Revenue	35,720	21,800	36,540	44,050	72,730	59,710	270,550
Released from Restriction							
Foundation Grants							-
Government Grants/Contracts	24,668	128,386		50,000			203,054
	24,668	128,386	-	50,000	-	-	203,054
Total	60,388	150,186	36,540	94,050	72,730	59,710	473,604
Expenses							
Personnel							
Ex Dir - sub	13,000	13,000	13,000	13,000	6,500	6,500	65,000
Adv Mgr - sub	12,775	913	1,825	1,825		913	18,250
Env Ed Coord - sub				33,500			33,500
Admin - sub	913	2,738	7,300	2,190	2,373	2,738	18,250
Seasonal Staff - sub	-	-	10,000	6,000			16,000
Salaries	26,688	16,650	32,125	56,515	8,873	10,150	151,000
Payroll Taxes	3,802	1,584	2,851	5,544	950	1,109	15,840
Health Care	1,895	790	1,421	2,764	474	553	7,896
Retirement	18,364	360	648	1,260	216	252	21,100
Payroll fees & charges	396	165	297	578	99	116	1,650
Total Personnel Expenses	51,144	19,549	37,342	66,660	10,612	12,179	197,486
Operating							
Contract Services	4,640	110,986	1,080	2,100	360	3,420	122,586
Events Expense						19,000	19,000
Occupancy	1,056	440	792	1,540	264	308	4,400
Postage & Printing	2,966	1,236	2,225	4,326	742	865	12,360
Audit/Review	1,056	440	792	1,540	264	308	4,400
Office Supplies	860	775	495	963	165	193	3,450
Telephone & Internet	720	300	540	1,050	180	210	3,000
Software Expenses	1,560	650	1,170	2,275	390	455	6,500
Office Costs	3,140	1,725	2,205	4,288	735	858	12,950
Director's Liability	250	104	187	364	62	73	1,040
Worker's Comp	288	120	216	420	72	84	1,200
Property & Guide	1,672	697	1,254	2,438	418	488	6,965
Insurance	2,209	921	1,657	3,222	552	644	9,205
Staff Development	1,080	450	810	1,575	270	315	4,500
Travel	840	350	630	1,225	210	245	3,500
Equipment Expenses	2,280	950	1,710	3,325	570	665	9,500
Advertising	720	300	540	1,050	180	210	3,000
Misc (CC & Bank Fees)	792	330	594	1,155	198	231	3,300
Meetings/Food & Beverages	680	700	360	700	120	140	2,700
Membership/Volunteer Appre	240	600	180	350	60	70	1,500
Board Development	72	30	54	105	18	21	300
Professional Dues & Membership	276	115	207	403	69	81	1,150
Business Licenses & Fees	72	30	54	105	18	21	300
Subscriptions / Publications	271	113	203	396	68	79	1,130
Total Operating Expenses	22,391	119,716	14,093	27,403	4,698	27,481	215,781
Total Expenses	73,535	139,264	51,436	94,063	15,309	39,660	413,267
Increase/(Decrease) in Net Assets	(13,147)	10,922	(14,896)	(13)	57,421	20,050	60,337