



City of Tigard
Tigard Business Meeting – Agenda

TIGARD CITY COUNCIL

MEETING DATE AND TIME: March 10, 2015 - 6:30 p.m. Study Session; 7:30 p.m. Business Meeting

MEETING LOCATION: City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Citizen Communication items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are *estimated*; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. *Business agenda items can be heard in any order after 7:30 p.m.*

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

VIEW LIVE VIDEO STREAMING ONLINE:

<http://live.tigard-or.gov>

CABLE VIEWERS: The regular City Council meeting is shown live on Channel 28 at 7:30 p.m. The meeting will be rebroadcast at the following times on Channel 28:

Thursday 6:00 p.m. Sunday 11:00 a.m.

Friday 10:00 p.m. Monday 6:00 a.m.



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MEETING LOCATION: City of Tigard - Town Hall - 13125 SW Hall Blvd., Tigard, OR 97223

6:30 PM

- STUDY SESSION

- A. COUNCIL LIAISON REPORTS
- B. REVIEW OF 2015 COMMUNITY GRANT FUNDING REQUESTS

7:30 PM

- 1. BUSINESS MEETING
 - A. Call to Order
 - B. Roll Call
 - C. Pledge of Allegiance
 - D. Call to Council and Staff for Non-Agenda Items
- 2. CITIZEN COMMUNICATION (Two Minutes or Less, Please)
 - A. Follow-up to Previous Citizen Communication
 - B. Tigard High School Student Envoy
 - C. Tigard Area Chamber of Commerce
 - D. Citizen Communication – Sign Up Sheet
- 3. CONSENT AGENDA: These items are considered routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
 - A. RECEIVE AND FILE:
 - 1. Council Calendar
 - 2. Council Tentative Agenda for Future Meeting Topics

• Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council/City Center Development Agency has voted on those items which do not need discussion.

4. PROCLAIM NATIONAL COMMUNITY DEVELOPMENT WEEK APRIL 6-11, 2015
5. LEGISLATIVE PUBLIC HEARING - CONSIDER MARIJUANA FACILITIES DEVELOPMENT CODE AMENDMENTS
6. NON AGENDA ITEMS
7. EXECUTIVE SESSION: The Tigard City Council will go into Executive Session to discuss real property transaction negotiations, under ORS 192.660(2) (e). All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision.
8. ADJOURNMENT

AIS-2051

A.

Business Meeting

Meeting Date: 03/10/2015

Length (in minutes): 15 Minutes

Agenda Title: Council Liaison Reports

Submitted By: Norma Alley, City Management

Item Type: Update, Discussion, Direct Staff

Meeting Type: Council
Business
Mtg - Study
Sess.

Public Hearing: No

Publication Date:

Information

ISSUE

Council will present liaison reports.

STAFF RECOMMENDATION / ACTION REQUEST

KEY FACTS AND INFORMATION SUMMARY

Councilor Henderson invited Jennie Proctor, Program Manager for the Washington County Office of Community Development to discuss the Community Development Block Grant (CDBG) awards.

OTHER ALTERNATIVES

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

DATES OF PREVIOUS COUNCIL CONSIDERATION

N/A

Attachments

No file(s) attached.

AIS-2011

B.

Business Meeting

Meeting Date: 03/10/2015

Length (in minutes): 30 Minutes

Agenda Title: Review of 2015 Community Grant Funding Requests

Prepared For: Liz Lutz
Submitted By: Liz Lutz,
Financial
and
Information
Services

Item Type: Update, Discussion,
Direct Staff
Meeting Type: Council
Business
Mtg - Study
Sess.

Public Hearing No

Newspaper Legal Ad Required?:

Public Hearing Publication

Date in Newspaper:

Information

ISSUE

Review applications for Community Event Grants and provide preliminary direction as to which grants should be included in the FY 2015-2016 proposed budget.

STAFF RECOMMENDATION / ACTION REQUEST

Staff is requesting Mayor and City Council review the 18 event grant requests totaling \$112,186 and provide recommendations on which requests should receive full, partial or no funding so that the total amount recommended to include in the proposed budget does not exceed \$83,000 in available funds. These recommendations will then be forwarded to the Budget Committee for consideration during the budget approval process.

KEY FACTS AND INFORMATION SUMMARY

Each year the city solicits applications from community organizations for grants for the following fiscal year. As part of the budget process, the City Council acts as the Budget Subcommittee that makes recommendations on funding amounts for Community Events Grants. The city received 18 formal applications by the February 12, 2015 deadline. The total funding requested was \$112,186 in direct contributions. An additional \$67,800 is requested as in-kind support, broken down as follows; Public Works Department for Balloon Festival-\$65,000, 4th of July celebration-\$1,600, Tualatin Riverkeepers-\$1,000, Washington Co. Bicycle Transportation Coalition-\$200. Tigard's practice is to budget one-half of 1% of

the previous year's operating budget for the Social Service and Community Events Grants. This year's operating budget is \$55,308,373 and the allocation for grants is \$276,540. Community Events is slated to receive approximately 30% of the total budgeted for Social Service/Community Events, providing \$83,000 available for these grants.

OTHER ALTERNATIVES

This is the first step in the approval process. Final funding decisions and exploration of alternatives may be made at the Budget Committee meetings and the budget hearings in June.

COUNCIL OR CCDA GOALS, POLICIES, MASTER PLANS

NA

DATES OF PREVIOUS CONSIDERATION

NA

Attachments

Broadway Rose

Festival of Balloons

Tigard 4th of July

Southside Soccer

Compassion Tigard Clinic

City of Tigard Dog Park

Downtown Tigard Events

Mask & Mirror Theatre

Relay for Life

Tigard Area Farmers Market

Tigard Bull Mtn Farmers Market

THS Grad Party

Tigard Historical Assn

Tigard Little League

Tigard Safety Town

Tigard Riverkeepers

Tualatin Valley Community Band

Washington Co. Bicycle Trans Coalition

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

COMMUNITY EVENTS FUNDING REQUEST

Due: February 12, 2015

Event Name: Broadway Rose Theatre Company
Address: PO Box 231004
City, State, Zip: Tigard, OR 97281
Contact Name: Quimby Lombardozzi, Grants Manager
Telephone Number: 503-320-3857
E-mail address: quimby@broadwayrose.org

1. Request (express in whole dollar amounts only)

Cash: \$10,000

In-Kind Services: \$0.00

Total Request: \$10,000

2. Purpose of Funding Request:

We, Broadway Rose Theatre Company, are requesting funds from the City of Tigard to support our 2015 season of musicals. This year marks our 24th year of producing professional musical theater that serves thousands in Tigard and beyond. Our mission is to create unparalleled musical theater experiences that invigorate audiences and enrich our community. We are a grass roots company that was built on the support of our local community and we've remained in Tigard throughout our exponential growth. Musical theater is one of the most expensive art forms to produce. In order for us to continue offering extraordinary musical theater programming to our 21,000+ patrons, it is critical that our foundation and civic support remain strong.

Our year-round season includes six mainstage musicals, two children's musicals and a teen musical. Our youth programming includes a paid student technical internship program, summer youth drama camps, a summer teen musical theater workshop, fall and spring musical theater classes for teens, a free children's musical for 3,500 elementary students in the Tigard/Tualatin District and discounted tickets (\$5.00) to our children's shows for YMCA youth.

Nearly half of our patrons (47%) are from Washington County and love the convenience and affordability of having professional musical theater in their suburban community. The rest of our patrons come from far and wide: 21% of our patrons are from Clackamas County, 20% from Multnomah County, 5% from Clark County and 7% from miscellaneous other counties with cities as far away as Longview, Corvallis and Eugene.

We have an exciting lineup of musicals in 2015. Shows at our 270-seat New Stage include *The World Goes Round*, *Grease*, *Adrift in Macao* and *A Taffeta Christmas*. Our teen musical, *Wizard of Oz*, will also be performed at our New Stage. Our summer shows that are performed at the 600-seat Deb Fennell auditorium include *Thoroughly Modern Millie* and *Oklahoma!* Our children's musicals, *Sleeping Beauty* and *Peter Pan*, also perform there.

3. How will this event benefit the Tigard Community?

As the largest non-profit professional musical theater company in the Portland metro area and the only one in Washington County we play an important role in our community's cultural arts. Not only do we offer

exceptional musical theater programming in Tigard's "backyard," but we bring thousands of people here from outlying areas, contributing to Tigard's economy and building an awareness that one need not only go to downtown Portland to experience fine cultural arts – we have a vibrant community of our own right here. Our community benefits from our programming in a number of ways:

- We offer affordable tickets with subscription packages that range from \$18 - \$31.50/show and children's show tickets that are \$10 and under.
- Our presence in Tigard helps boost commerce. In 2014 we had 1,792 visitors come to see our shows from more than 50 miles away. Washington County Visitors Association estimates that tourists spend an average of \$29/day (not including overnight stays and accommodations); therefore our out-of-town patrons who come for the day to see a Broadway Rose show generate \$51,968 in tourism-related commerce for WA County.
- Downtown Tigard restaurants benefit from our presence in the community as many of our patrons go out to dinner before our shows and and/or have dessert and cocktails afterwards.
- In 2014 we had 289 volunteers donate 4,391 hours of work, equaling that of two additional full-time employees. The majority of our volunteers are from our local community and we couldn't do it without them. Those who usher our shows see them for free.
- We have continued our excellent long-term partnership with the Tigard/ Tualatin School District that began when we founded our company. We share our New Stage space with them for Tigard/Tualatin School District functions and provide a free musical to 3,500 elementary students in the district. In turn, they rent us the Deb Fennell Auditorium for our large musicals each summer at a greatly reduced rate.
- Our youth education outreach programming is helping fill a void left by schools that do not have funding for arts programs. We offer need-based scholarships to our youth drama camps and our teen musical theater workshop and classes for those who could otherwise not afford it. We reach out to C.F. Tigard Elementary School and Community Partners for Affordable Housing to identify youth who qualify.
- We offer half-price tickets (\$5.00) to one of our children's musicals for YMCA youth.
- We offer 2-for-1 tickets to Arts Card members (those who donate \$60 or more to Oregon's "Work for Art" community fund) and we offer \$5 tickets to Oregon Trail card holders. This is a low-cost ticket option for households that qualify for food and cash benefits through the state of Oregon. We also donated 558 tickets to other non-profits in 2014.
- We employ nearly 200 local actors, directors, musicians, technicians, designers and student interns each year. We offer coveted roles and opportunities for musical theater artists that are not offered elsewhere in our city. We are a rich training ground for young adults interested in pursuing a career in musical theater. Some of them come from our local community, including Tigard.
- Our student technical internship program offers paid, hands-on training in technical theater to high school and college students. They work alongside seasoned professionals to learn all aspects of technical theater and we then hire them as crew members on our shows. Application is open to all and we typically have several students from Tigard High School in our program.

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

We had 21,858 "unique" patrons in 2014, many of whom attended multiple shows which brought our total paid attendance to 38,317. Of those unique visitors 9,899 were from Washington County and 3,674 of those were from Tigard. The number of Tigard residents we serve has increased each year. We anticipate another increase in participants this year. A conservative estimate would be around 3,800, though it could be more.

Broadway Rose Theatre Company
2014 Profit and Loss / 2015 Budget

Broadway Rose has 10 FTE and 5 PTE

	<u>2014 Actuals</u> <u>(1/1 - 12/31)</u>	<u>2014 Budget</u> <u>(1/1 - 12/31)</u>	<u>2015 Budget</u> <u>(1/1 - 12/31)</u>
Ordinary Income/Expense			
Income			
Annual Gala	\$ 66,461.90	\$ 54,005.00	\$ 60,500.00
Concession Income	\$ 29,980.03	\$ 30,000.00	\$ 32,830.00
Corporate Sponsorships	\$ 36,250.00	\$ 32,500.00	\$ 33,000.00
Development Trips	\$ 159,234.00	\$ 130,580.00	\$ 151,600.00
Educational Outreach.	\$ 25,843.01	\$ 29,332.00	\$ 31,750.00
Entertainment/Royalty Income	\$ 652.12	\$ -	\$ 350.00
Events - Special	\$ 200.00	\$ -	
Grants	\$ 200,505.00	\$ 234,889.43	\$ 197,500.00
Guild	\$ 10,563.61	\$ 5,950.00	\$ 13,313.00
Individual Donations	\$ 225,459.91	\$ 172,000.00	\$ 177,000.00
Interest Income	\$ 864.11	\$ 300.00	\$ 1,000.00
Program Advertising	\$ 9,392.50	\$ 10,448.00	\$ 10,215.00
Raffle Income	\$ 3,885.00	\$ 4,875.00	\$ 3,900.00
Rental Income	\$ 14,178.74	\$ 7,737.50	\$ 5,500.00
Shipping & Handling Income	\$ 7,523.00	\$ 7,532.56	\$ 7,600.00
Souvenir Sales	\$ 1,178.00	\$ 1,798.82	\$ 1,190.00
Ticket Sales	\$ 1,152,551.61	\$ 1,140,060.40	\$ 1,247,233.00
Total Income	\$ 1,944,722.54	\$ 1,862,008.71	\$ 1,974,481.00
Expense			
Administrative Expense	\$ 212,065.77	\$ 211,735.28	\$ 219,367.00
Annual Gala.	\$ 13,890.88	\$ 11,565.00	\$ 11,670.00
Artistic Programing	\$ 917,538.43	\$ 895,446.96	\$ 945,634.00
Bank Service Charges	\$ 33,121.43	\$ 30,000.00	\$ 33,000.00
Company Amenities	\$ 3,635.52	\$ 4,000.00	\$ 3,650.00
Concession Expense	\$ 14,900.01	\$ 14,464.38	\$ 17,504.00
Development	\$ 50,545.18	\$ 51,752.18	\$ 53,105.00
Educational Outreach	\$ 9,262.00	\$ 10,065.00	\$ 8,500.00
Events Expense	\$ 450.00	\$ -	\$ 450.00
Facillity Expenses	\$ 16,432.68	\$ 19,239.40	\$ 16,000.00
Guild Expense	\$ 4,916.63	\$ 4,467.00	\$ 8,069.00
Insurance	\$ 92,338.41	\$ 77,000.00	\$ 95,000.00
Internet Expense	\$ 2,463.35	\$ 2,702.85	\$ 2,463.00
Marketing Expense	\$ 180,178.49	\$ 193,307.85	\$ 189,245.00
Office Supplies	\$ 10,763.94	\$ 8,804.56	\$ 9,885.00
Org. Dues & Expenses	\$ 8,642.76	\$ 7,655.15	\$ 9,000.00
Payroll Taxes	\$ 74,523.05	\$ 71,028.79	\$ 76,000.00
Postage and Delivery	\$ 4,792.52	\$ 4,901.93	\$ 4,474.00
Professional Fees	\$ 13,177.00	\$ 12,700.00	\$ 12,500.00
Raffle Expense	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Rental Expense	\$ 26,600.00	\$ 26,400.00	\$ 26,400.00
Repairs & Maintenance	\$ 4,651.97	\$ 1,380.95	\$ 1,500.00
Souvenir Expense	\$ 599.46	\$ 707.80	\$ 701.00
Staff Education	\$ 217.40	\$ 247.95	\$ 1,260.00
Telephone	\$ 12,544.86	\$ 13,985.78	\$ 12,545.00
Tessitura	\$ 38,307.00	\$ 39,000.00	\$ 44,040.00
Travel & Ent	\$ 265.15	\$ 75.25	\$ 160.00
Trips Expense	\$ 137,701.38	\$ 130,580.00	\$ 151,600.00
Utilities	\$ 19,758.79	\$ 17,794.65	\$ 19,759.00
Total Expense	\$ 1,905,284.06	\$ 1,862,008.71	\$ 1,974,481.00
Net Ordinary Income	\$ 39,438.48	\$ -	\$ -
Other Income/Expense			
Other Expense	\$ -	\$ -	\$ -
Other Income	\$ 13,057.63	\$ -	\$ -
Total Other Income	\$ 13,057.63	\$ -	\$ -
Net Income	\$ 52,496.11	\$ -	\$ -

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Tigard Festival of Balloons
Address: 19000 SW Cipole Rd.
City, State, Zip: Tualatin, OR. 97062
Contact Name: Cindy Padilla / Dave Nicoli
Telephone Number: 503.803.0239
E-mail address: Cpadilla@dpsnicoli.com

1. Request (express in whole dollar amounts only)

Cash

\$ 20,000.⁰⁰

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

65,000.⁰⁰

Total Request

\$ 85,000.⁰⁰

2. Purpose of Funding Request: In order to produce the Festival each year, we require cash sponsorships and in-kind services in order to help offset expenses.

3. How will this event benefit the Tigard Community?
This event provides the City with a positive and safe community event that helps many vital non-profits and schools in Tigard raise money and promotes local commerce.

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

Approximately 20K

5. Please submit the following information with this request:

- 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.
- Audit report or financial statements for the last fiscal year.
- Articles of Incorporation.*
- 501(c)(3) status.*
- 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.

Cindy Padilla
Print Name of Preparer

C Padilla
Signature of Preparer

1.15.15
Date



January 26, 2015

City of Tigard
C/O Finance Department
13125 SW Hall Blvd.
Tigard, OR 97223

RE: Festival of Balloons Grant Request to the City of Tigard

Thanks to the City of Tigard and the community support for more than 30 years, the Festival of Balloons in Tigard has grown to be a premiere community event in Oregon and one of the premiere hot air balloon festivals in the Northwest. In 2014, the Festival of Balloons in Tigard celebrated its 30th Anniversary and set the path for continued growth. Event partnerships are critical to the sustainability and growth of this event, especially in this current economic climate. This year, the Festival of Balloons in Tigard, respectfully requests continued increased support from the City of Tigard, to support its efforts to showcase Tigard as the vibrant community it is -- more than just a "suburb of the Portland market".

The Festival of Balloons in Tigard is a non-profit organization dedicated to raising funds for many vital non-profit groups in Tigard, while providing a family-friendly event for the entire community. Groups benefiting from Festival funds have included: Tigard Breakfast Rotary, Tigard Lunch Rotary, American Cancer Society – Relay for Life Tigard-Tualatin, Tigard High School Boosters, Tigard High School Band Auxiliary, Tigard High School Grad Night Committee, Southside Soccer, and MANY local elementary, middle, and high schools with the Z100 promotion that we have created. The Festival of Balloons in Tigard raises approximately \$35,000 for local Tigard non-profits and local schools annually. We are VERY proud of this!

Every year, approximately 20,000 spectators, volunteers, and travelers arrive at Tigard's beautiful Cook Park to experience the amazing sight of up to twenty five hot air balloons, to shop at the craft vendor booths, to dare the rides at the area's finest carnival, listen to live music, or to root for their teams in the youth soccer tournament. Evenings of balloons glowing, food, and music, keeps the community entertained for three full days, attracting local residents who mingle among their fellow neighbors, as well as to welcome visitors to Tigard. The Festival proudly displays that Tigard is a great place to live and work.

Past funding from the City of Tigard annually has been a vital resource for this event. The in-kind services of approximately \$65,000 that has been provided are essential to the functionality of this community festival. To reach additional audiences with more aggressive marketing efforts, to enhance the guests' on-site experience, and due to these tough economic times where corporate sponsorship support has dwindled, the Festival of Balloons requests a \$20,000 cash grant plus the continued in-kind services support.

In return for this increased support, the Festival of Balloons will position The City of Tigard as a major sponsor of the Festival, complete with exposure on marketing and collateral materials, as well as the incorporation of a key city message into those marketing elements, as the City requests. We will gladly address additional specific City needs and are happy to host a meeting to finalize the details. Please contact Cindy Padilla at 503.612.8204 or at cpadilla@dpmnicoli.com.

Thank you for your continued support of this important community event. We look forward to celebrating our 31st Anniversary this June 26th – 28th at Cook Park!

Sincerely,

Cindy Padilla

Cindy Padilla
Executive Director

Tigard Festival of Balloons, Inc.
Profit & Loss
January through December 2014

	<u>Jan - Dec 14</u>
Ordinary Income/Expense	
Income	
Admissions Revenue	86,025.66
Parking Revenue	29,915.33
Shuttle Revenue	7,351.97
Field Merchant Revenue	35,543.99
Soccer Tourney Revenue	36,750.00
Wristband Day Revenue	15,993.18
Balloons Revenue	3,000.00
Car Show Revenue	4,410.18
Corporate Events Revenue	17,503.34
Sponsorships Revenue	40,697.00
Food & Beverage	647.00
5K Run Revenue	1,410.00
Total Income	<u>279,247.65</u>
Cost of Goods Sold	
Admissions Costs	9,210.59
Parking Costs	20,644.54
Shuttle Costs	4,897.00
Soccer Tourney Costs	30,797.96
Wristband Day Costs	759.00
Balloon (Pilot) Costs	22,211.89
Car Show Costs	4,291.00
Corporate Events Costs	10,049.84
Other Costs	69.86
Total COGS	<u>102,931.68</u>
Gross Profit	176,315.97
Expense	
Advertising - Festival	7,814.40
Bank & Merchant Fees	1,311.97
Equipment Rental and Maint	1,755.00
Event Staff (Temp)	4,875.00
Food and Beverage	247.11
Insurance Expense	10,601.00
Licenses, Permits, Misc Taxes	139.00
Lighting	1,330.38
Office Supplies	56.98
Misc Expenses	386.97
Port-A-Potties	4,598.60
Postage, Mailing Service	68.28
Professional Fees	50,366.42
Shirts & Clothing	576.15
Signs - Festival	4,388.89
Storage	-2,309.57
Telephone & Internet	1,344.00
Tents and Staging	16,046.25
VIP Tent - Meals, Drinks Etc	2,385.00
Total Expense	<u>105,981.83</u>
Net Ordinary Income	70,334.14
Other Income/Expense	
Other Income	
Other Income	463.01
Interest Earned	1.20
Total Other Income	<u>464.21</u>
Other Expense	
Other Expenses	24.95
Total Other Expense	<u>24.95</u>
Net Other Income	<u>439.26</u>
Net Income	<u><u>70,773.40</u></u>

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Tigard 4th of July Celebration

Address: Tigard 4th of July, Inc., 11579 SW Pacific Hwy

City, State, Zip: Tigard, Oregon 97223

Contact Name: Ron Royse

Telephone Number: 503-620-2844

E-mail address: ron@tigardmusic.com

1. Request (express in whole dollar amounts only)	
Cash	18,085.00
	\$
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	~ 1,600.00
Total Request	~ <u>19,685.00</u>
	\$

2. Purpose of Funding Request:
 See letter attached
3. How will this event benefit the Tigard Community?
4. How many Tigard residents do you anticipate participating in this event (or these events)?
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.

Joey Royce

Print Name of Preparer

U. Royce

Signature of Preparer

2/10/17

Date

TIGARD 4TH OF JULY, INC.

Statement of Assets, Liabilities, & Fund Balance (Unaudited) December 31, 2014

	Current 12 Mo. Period	Year To Date
1000 ASSETS		
1450 Cash - Non Interest Bearing		
1451 Petty Cash	0.00	0.00
1452 General Checking Account	1,103.25	1,533.66
1460 Savings & Temp. Investments		
1461 Savings	0.00	0.00
1470 Accounts Receivable		
1471 Accounts Receivable	0.00	0.00
1476 (Uncollectable Allowance)	0.00	0.00
1480 Pledges Receivable		
1481 Pledges Receivable	0.00	0.00
1486 (Uncollectable Allowance)	0.00	0.00
1490 Grants Receivable		
1491 Grants Receivable	0.00	0.00
1500 Recievables from Related Parties		
1501 Receivables from Directors	0.00	0.00
1510 Other Receivables		
1511 Notes Receivable	0.00	0.00
1516 (Uncollectable Allowance)	0.00	0.00
1520 Inventories For Sale or Use		
1521 Inventories For Sale or Use	0.00	0.00
1530 Prepaid Expenses / Deferred Charges		
1531 Prepaid Expenses	0.00	0.00
1540 Investments - Securities		
1550 Investments - Assets		
1560 Investments - Other		
1570 Equipment		
1571 Equipment	0.00	0.00
1576 (Accumulated Depreciation)	0.00	0.00
1580 Other Assets		
	-----	-----
TOTAL ASSETS	1,103.25	1,533.66
2000 LIABILITIES		
2600 Accounts Payable & Accrued Exp		
2601 Accounts Payable	0.00	0.00
2610 Grants Payable		
2611 Grants Payable	0.00	0.00
2620 Revenue Designated (Future Per.)		
2621 Revenue Designated	0.00	0.00
2630 Loans from Related Parties		
2631 Loans from Directors	0.00	(45.66)
2640 Mortgages/Notes Payable		
2641 Notes Payable	0.00	0.00
2650 Other Liabilities		
2651 Other Liabilities	0.00	0.00
	-----	-----
Total Liabilities	0.00	(45.66)

Statement of Assets, Liabilities, & Fund Balance (Unaudited) December 31, 2014

	Current 12 Mo. Period	Year To Date
3000 FUND BALANCES		
3670 Current Funds		
3671 Unrestricted Funds	0.00	0.00
3676 Restricted Funds	0.00	0.00
3680 Equipment Fund		
3690 Endowment Fund		
3700 Other Fund		
3710 Capital Stock or Trust Principal		
3711 Capital Stock	0.00	45.66
3720 Paid In or Capital Surplus		
3730 Retained Earnings / Accumulated Income		
3731 Retained Earnings > 01/01/2014	0.00	(430.41)
3732 Current Earnings > 12/31/2014	(1,103.25)	(1,103.25)
	-----	-----
Total Fund Balance	(1,103.25)	(1,488.00)
	-----	-----
TOTAL LIABILITIES & FUND BALANCE	(1,103.25)	(1,533.66)
	0.00	0.00

TIGARD 4TH OF JULY, INC.
Statement of Revenue & Expense (Unaudited)

December 31, 2014

	Current 12 Mo. Period	Year To Date
4000 INCOME		
4010 Contributions, Gifts, Grants		
4011 Direct Public Support	(60.00)	(60.00)
4012 Indirect Public Support	0.00	0.00
4013 Government Grants	(16,000.00)	(16,000.00)
4020 Program Service Revenue		
4030 Membership Dues / Assessments		
4040 Interest Earnings		
4050 Dividends / Interest on Securities		
4060 Net Rental Income		
4061 Gross Rents	0.00	0.00
4066 Rental Expenses	0.00	0.00
4070 Other Investment Income		
4080 Gain / Loss from Sale of Assets		
4081 Gross Sale Amount	0.00	0.00
4086 Cost / Expense	0.00	0.00
4090 Fundraising Events		
4091 Gross Revenues	0.00	0.00
4096 Direct Expenses	0.00	0.00
4100 Gross Profit from Sales		
4101 Gross Sales Less Returns	0.00	0.00
4106 Cost of Goods Sold	0.00	0.00
4107 Cost of Goods Sold	0.00	0.00
4108 Cost of Goods Sold - Permit	0.00	0.00
4110 Other Revenue		
	-----	-----
Total Revenue	(16,060.00)	(16,060.00)
6000 EXPENSES		
6130 Program Service Expenses		
6131 Tigard 4th Celebration	14,805.75	14,805.75
6140 Management & General Expenses		
6141 Bank Service Charges	91.00	91.00
6142 Miscellaneous - Government	60.00	60.00
6150 Fundraising Expenses		
6151 Miscellaneous	0.00	0.00
6160 Payments to Affiliates		
	-----	-----
Total Expense	14,956.75	14,956.75
	-----	-----
(Excess) or Deficit	(1,103.25)	(1,103.25)

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Southside Soccer Club - Recreational Soccer

Address: 16285 SW 85th #401

City, State, Zip: Tigard, OR 97224

Contact Name: Shellie Dibble, Director at Large, SSC Board

Telephone Number: 503.709.4308

E-mail address: shelliedibble@msn.com

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

Cash \$7,000.00

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

Total Request \$7,000.00

2. **Purpose of Funding Request:**

To fund:

To maintain SSC staff for answering coach, parent and player questions during the week or during games. Maintenance of soccer program, facilities, equipment, signage, facility fees and other SSC expenses occurred directly related to SSC soccer programs.

3. **How will this event benefit the Tigard Community?**

SSC Recreational Soccer runs on Saturdays the full months of September and October. Each weekend, girls and boys from the ages of 4-18 play at one of the following facilities: Cook Park, Tigard High School, and Durham Elementary.

Additionally, our recreational soccer teams will be holding practice at Tigard elementary, middle, and high school facilities as well as various city parks in Tigard Monday through Thursday beginning late August to first of September (each team will practice up to two times per week).

Counting only the K-3rd grade boys and girls, each Saturday we will see roughly 750 players, 1500 parents, 500 siblings, and potentially 500 grandparents. This is roughly 3250 people each day on a game day.

Because games are occurring throughout the day on Saturday and practices are typically right after the work day, many people will be visiting Tigard during these times. As a result, local businesses (grocery, restaurants, shopping malls, libraries, coffee shops, and more) will benefit from the people attending practices and games. Some families may grab a quick bite to eat at a local restaurant, they may visit the grocery to pick up items for meals or snacks for

the team, parents may want a coffee or snack while watching their children play in a game. There are many reasons a family might visit one of the local business in the heart of Tigard.

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

Roughly 2000-3250 each day when there is a game and fewer when there is practice.

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.

The budget for 2015 has not been created. I can provide you with an internal financial statement for 2014 with comparison to the budget (I will confirm with our accountant, but this may be for the 2014 budget year).

- b. Audit report or financial statements for the last fiscal year.

We do not have an audit performed.

I believe you may have the following on file, as we have submitted funding requests in the past.

- 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.

Shellie Dibble, SSC Board Director at Large
Print Name of Preparer


Signature of Preparer

2/12/15
Date

Southside Soccer Club

Balance Sheet

As of December 31, 2014

Dec 31, 14

ASSETS

Current Assets

Checking/Savings

Bank of the West 1271 7,148.11

Money Mkt Savings - B of W 7890 3,422.03

Total Checking/Savings 10,570.14

Other Current Assets

Inventory 818.00

Total Other Current Assets 818.00

Total Current Assets 11,388.14

Fixed Assets

Accum Depr -18,731.48

Field Support Equipment 14,254.46

Office Equipment 7,987.15

Total Fixed Assets 3,510.13

Other Assets

Land Lease Receivable 264,000.00

Total Other Assets 264,000.00

TOTAL ASSETS 278,898.27

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable 5,593.42

Total Accounts Payable 5,593.42

Total Current Liabilities 5,593.42

Long Term Liabilities

Land Lease Payable 264,000.00

Total Long Term Liabilities 264,000.00

Total Liabilities 269,593.42

Equity

Retained Earnings -10,717.00

Net Income 20,021.85

Total Equity 9,304.85

02/12/15
Accrual Basis

Southside Soccer Club
Balance Sheet
As of December 31, 2014
Dec 31, 14

TOTAL LIABILITIES & EQUITY

278,898.27

Southside Soccer Club
Profit & Loss Budget Overview
January through December 2014

	<u>Jan - Dec 14</u>	<u>Budget</u>
Income		
Apparel Income	3,460.00	1,216.00
Chinook on-site Vendors	1,188.00	625.00
Chinook T-shirt Sales	20.00	
Donations/Sponsorships	19,473.34	23,764.62
Field Rental Income	1,290.00	7,520.00
Fundraising Income	10,724.00	19,473.00
Interest Income	4.80	37.15
OSSA income	2,400.00	13,200.00
Photo Rebate	3,204.00	3,044.00
Registrations	470,920.25	464,700.00
Returned Checks	-257.00	
SSC teams allocated-registratio	7,150.00	7,700.00
Total Income	<u>519,577.39</u>	<u>541,279.77</u>
Cost of Goods Sold		
Apparel Expense	5,470.45	10,251.74
Bank & Credit Card Fees	17,876.26	13,394.41
Chinook Cup supplies	6,272.74	12,855.75
Coaches Pay	106,145.14	93,486.50
Coaches Training	1,870.00	144.00
Director Fees & Expense	4,907.00	5,158.36
Fields	71,202.24	51,576.97
Fundraising Costs & Supplies	6,322.49	9,915.84
Fundraising payout	1,591.00	2,850.00
Goods incl in Registration	13,565.31	10,014.72
OYSA/OPL/US Club Fees	27,796.00	39,490.00
Referees	37,692.00	45,676.00
Sanitary Services	5,551.98	4,609.60
Total COGS	<u>306,262.61</u>	<u>299,423.89</u>
Gross Profit	213,314.78	241,855.88
Expense		
Advertising	470.00	3,858.58
Depreciation	425.00	594.00
Outside Services (Contracted)	1,627.50	1,341.00
Insurances	5,912.00	3,418.00
Legal and Accounting	12,680.45	3,205.00
Licenses & Fees	185.00	215.00
Maintenance & Repair	1,690.00	199.00
Meals & Entertainment	38.47	219.16
Meeting refreshments	783.31	1,106.34
Miscellaneous Expense	0.00	

Southside Soccer Club
Profit & Loss Budget Overview
January through December 2014

	<u>Jan - Dec 14</u>	<u>Budget</u>
Office Expenses	19,065.03	28,780.98
*Payroll	116,349.56	157,746.96
Payroll Taxes	13,161.10	15,084.49
Postage & Shipping	267.60	106.00
Rent & Utilities	20,637.91	19,181.43
Total Expense	<u>193,292.93</u>	<u>235,055.94</u>
Net Income	<u>20,021.85</u>	<u>6,799.94</u>

Southside Soccer Club
Profit & Loss
January through December 2014
Jan - Dec 14

Income	
Apparel Income	3,460.00
Chinook on-site Vendors	1,188.00
Chinook T-shirt Sales	20.00
Donations/Sponsorships	19,473.34
Field Rental Income	1,290.00
Fundraising Income	10,724.00
Interest Income	4.80
OSSA income	2,400.00
Photo Rebate	3,204.00
Registrations	470,920.25
Returned Checks	-257.00
SSC teams allocated-registratio	7,150.00
Total Income	<u>519,577.39</u>
Cost of Goods Sold	
Apparel Expense	5,470.45
Bank & Credit Card Fees	17,876.26
Chinook Cup supplies	6,272.74
Coaches Pay	106,145.14
Coaches Training	1,870.00
Director Fees & Expense	4,907.00
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Advertising	470.00
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Insurances	5,912.00
Legal and Accounting	12,680.45
Licenses & Fees	185.00
Maintenance & Repair	1,690.00
Meals & Entertainment	38.47
Meeting refreshments	783.31
Miscellaneous Expense	0.00
Office Expenses	19,065.03

02/12/15
Accrual Basis

Southside Soccer Club
Profit & Loss
January through December 2014

	<u>Jan - Dec 14</u>
*Payroll	116,349.56
Payroll Taxes	13,161.10
Postage & Shipping	267.60
Rent & Utilities	<u>20,637.91</u>
Total Expense	<u>193,292.93</u>
Net Income	<u><u>20,021.85</u></u>

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Compassion Tigard Clinic

Address: 12176 SW Garden Place

City, State, Zip: Tigard, OR 97223

Contact Name: Chloe Briggs

Telephone Number: (503) 679-5767

E-mail address: chloeabriggs@gmail.com

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

Cash \$ 7,500

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

Total Request \$ 7,500

2. **Purpose of Funding Request:**

Compassion Tigard is a catalytic event in collaboration with local churches, social services agencies, and the Tigard-Tualatin School District that has focused on providing cost-free medical, dental and vision care to the underinsured and underprivileged residents of the City of Tigard. In addition to these services, we have also been able to provide free childcare and lunch to all our guests and volunteers, as well as a social services resource fair to help connect guests to other helpful local organizations and resources in the community for ongoing assistance. Funding for the 2015 Compassion Tigard Clinic will allow us to once again meet the immediate needs of hundreds in our community.

While it has been a great achievement to give free access to services to so many, the truth is that we still have to turn away dozens of people each year from dental services. Since our first clinic in 2010, we have seen an increase in the need for dental and vision services, while seeing a decrease in the demand for medical services. We attribute that decrease to the Affordable Healthcare Act. We are excited about adapting the 2015 Tigard Compassion Clinic in order to meet the rising health needs we are seeing in our community—specifically dental and vision.

Over the next year, we plan to do 2 smaller clinics, one at Tigard High School, and another across town in the Metzger neighborhood. These clinics will focus on the 2 primary needs that we have seen the greatest demand for—dental and vision. Our hope is that by focusing the clinic on dental and vision only, we will be able to serve more people, and give 2 separate opportunities to obtain these important services.

Our new vision for 2015's clinic will still rely entirely on volunteers, from our leadership committee, to medical and dental professionals, down to the hundreds of volunteers who help serve our guests the day of the event. This allows us to offer all of our services free of charge and also serve as many guests as possible, while still offering the quality of service and individual attention our guests would experience in a professional office setting.

3. How will this event benefit the Tigard Community?

We believe that the Compassion Tigard Clinic benefits and strengthens our community in two major ways:

The first is directly through the services offered to those who are underinsured and in need of assistance. Last year, we served over 1,500 people in some way through our various services. With the new healthcare reforms, we have seen many people in our community now having access to medical care. While we are so glad to see many families in our community having their medical needs met, their dental needs continue to go unmet. Last year, we were able to offer free dental care to over 300 guests. This year, we plan to greatly increase our dental capacity through additional equipment, partnerships with local dental offices and dental schools, and by offering a second clinic.

In addition to dental care we will continue to offer vision care with free glasses. Vision care has been the second greatest and growing need we have seen. We are eager to continue to provide this needed service, and hope that we are able to see even more guests with our new, focused approach.

The second benefit to the community is the partnership between schools, social service agencies, and faith-based organizations. Several years ago, a group of people came together and asked the question, "What would happen if we teamed together to serve the poor and underinsured in the city of Tigard?" The result was Compassion Tigard. Over the years, we have seen the strength of these partnerships grow and develop. We have also seen more and more community members come out to volunteer and serve their neighbors. Last year, we had over 400 volunteers serving at Compassion Tigard. This included physicians, dentists, nurses, optometrists, medical and dental students, hundreds of community members, and students from local high schools. Part of our vision is to mobilize and encourage these volunteers to follow up and continue finding ways to serve their neighbors long after the clinic is over. Partnering churches have developed relationships with local schools to offer assistance to families in need during the holiday season following the clinic. We believe fostering these partnerships and mobilizing our volunteers will create a lasting impact in our community beyond just the day of the clinic. Please see the attached recommendation letter from Catherine West, Director of the Tigard-Tualatin Family Resource Center at Tigard High School, regarding the strength and value of the event itself, and testifying to the partnership that has been fostered between Compassion Tigard and the Tigard-Tualatin School District.

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

This year we expect to serve 750 residents (estimating 375 guests at each clinic between dental and vision). With the addition of at least 300 volunteers and professionals, the grand total would be 1,050.

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.

Chloe Briggs

Print Name of Preparer

Chloe Briggs

Signature of Preparer

02/11/15

Date

Compassion Tigard Clinic 2014 Budget

January 1, 2014 - December 31, 2014

Income

	Budget	Actual
Church Partnerships		
City Bible Church	\$1,000	\$1,000
Grants		
City of Tigard	\$10,000	\$10,000
TOTAL INCOME	\$11,000	\$11,000

Expenses

	Budget	Actual
Clinic		
Compassion Connect Clinic Package fees Includes: Delivery/setup of all medical and dental equipment; rental/delivery of compressor; radios and other supplies/equipment; support/training/resources for leadership team; clinic coach/liason; liability insurance; management and storage of all medical/dental records in compliance with HIPPA regulations; management, bookkeeping and reporting of all clinic finances.	\$4,350	\$4,350
Medical Teams International Dental van	\$600	\$600
Food, snacks, water (donated by A Jesus Church)	\$500	\$125
Volunteer Shirts (475 @ ~\$5 ea)	\$2,400	\$2,354
PR and Printing		
Professional design fees	\$200	\$200
Printing (School District flyers)	\$1,000	\$674
Printing (Banners, flyers, posters)	\$400	\$250
Equipment/Supplies		
General supplies (Pens, tape, name tags, misc office supplies)	\$300	\$150
Children's area supplies	\$200	\$114
Misc./Other		
Social Services resources (Bus passes, diapers, etc.)	\$500	\$425
Petty Cash	\$500	\$500
Steering Committee Meetings (coffee & snacks)	\$200	\$80
Post Clinic Volunteer Appreciation Dinner	\$450	\$368
Transportation (fuel for shuttles and equipment team)	\$150	\$134
TOTAL EXPENSES	\$11,750	\$10,324

Compassion Connect, INC
Transactions by Account
As of December 31, 2014

Type	Date	Name	Memo	Paid Amount	Balance
1001 - US Bank Checking Account					
Compassion Clinics					
Tigard Clinic					
General Journal	02/10/2014		Tigard clinic package A	-3,850.00	3,972.67
Deposit	06/09/2014		Deposit	1,000.00	3,972.67
Bill Pmt -Check	09/12/2014	Justin Peterson	Compassion Tigard Flyers	-674.00	3,972.67
Deposit	09/26/2014		Deposit	10,000.00	448.67
Bill Pmt -Check	09/29/2014	Lance Briggs	Petty Cash for Compassion Tigard	-500.00	10,448.67
Bill Pmt -Check	10/06/2014	Brett Meyers	Compassion Tigard Reimbursement	-114.41	9,948.67
Bill Pmt -Check	10/06/2014	Chloe Ortega	Compassion Tigard Reimbursement	-779.78	9,834.26
General Journal	10/10/2014		clinic fee	-500.00	9,054.48
Bill Pmt -Check	10/10/2014	Justin Peterson	Compassion Tigard Reimbursement	-250.00	8,304.48
Bill Pmt -Check	10/10/2014	Sarah Shroyer	Compassion Tigard Reimbursement	-2,354.08	5,950.40
General Journal	10/18/2014		Banquet Table	-300.00	5,650.40
Bill Pmt -Check	10/27/2014	Lance Briggs	Compassion Tigard Reimbursement	-258.08	5,392.32
Bill Pmt -Check	11/17/2014	Medical Teams International	Compassion Tigard Clinic	-600.00	4,792.32
Bill Pmt -Check	11/17/2014	Chloe Ortega	Compassion Tigard Leader Appreciation Dinner	-368.00	4,424.32
Bill Pmt -Check	11/24/2014	Chloe Ortega	Reimbursement for Compassion Tigard	-118.15	4,306.17
Total Tigard Clinic					
				333.50	4,306.17
Total Compassion Clinics					
				333.50	4,306.17
Total 1001 - US Bank Checking Account					
				333.50	4,306.17
TOTAL					



Tigard-Tualatin Family Resource Center
Tigard High School Portable 716
9000 SW Durham Road
Tigard, OR 97224

Phone: 503-603-1585
Fax: 503-603-1642
www.ttsdschools.org

February 6, 2015

City of Tigard
13125 SW Hall Blvd.
Tigard, Oregon 97223

Dear Members of the Tigard City Council,

On behalf of the Tigard-Tualatin Family Resource Center, I am writing to express our full support of the Community Events Funding Request for Compassion Tigard by Chloe Briggs of Colossae Church. The Compassion Clinics have had a significant impact on local families in need. I echo the words of Susan Stark Haydon and Susan Salkield from the Tigard-Tualatin School District in saying that I could not have been more impressed with the great organization of the events, the tremendous number of community volunteers participating, and the respect and care members of our community received.

The Tigard-Tualatin Family Resource Center (FRC) serves families living within the boundaries of the Tigard-Tualatin School District. FRC staff helps families navigate the social service system in order to gain access to community resources as well as providing a variety of direct services. The decision of those running the Compassion Clinic to split it into two events and focus in on dental and vision would greatly benefit many of our clients who consistently request dental and vision services and are often on lengthy waitlists or are not able to get care at all.

There are many barriers for families seeking affordable and accessible dental and vision services. This is particularly challenging for families without insurance, whose first language is not English and/or who have chronic, unaddressed health needs. Families served by the FRC are often also reliant on public transportation, which adds an additional barrier to access. Funding for two Compassion Tigard dental and vision-focused events would make a significant difference for these families.

Thank you so much for your generosity in helping to fund previous Compassion Clinics in Tigard and I hope that you will also give this proposal favorable consideration.

Sincerely,

Catherine West
Director

CITY OF TIGARD, OREGON
13125 SW HALL BLVD.
TIGARD, OREGON 97223
503-639-4171
FY 2015-2016
COMMUNITY EVENTS FUNDING REQUEST
Due: February 12, 2014

Event Name: City of Tigard Dog Park Community Events

Website: www.tigard-or.gov/community/parks/

Address: 11774 SW 125th Ct.

City, State, Zip: Tigard, OR 97223

Contact Name: Chris Garsteck

Telephone Number: (503) 347-9841

E-mail address: kariba_or@msn.com

1. Request (express in whole dollar amounts only)

Cash	\$ 400
In-Kind Services	\$ -0-
Total Request	\$ 400

2. Purpose of Funding Request:

The Tigard Dog Park Committee is a citizens group that works with the Tigard Parks Department to manage off-leash dog parks in the City of Tigard. This request is for funds to support the community events organized by the Committee at the off-leash dog parks and for human/canine educational materials which are available at the dog parks and on our website.

The Dog Park Committee continues to be very grateful to have received previous grant funding. We strive to be good stewards of the funds for the benefit of the human and canine users of the dog parks.

The grant funds will continue to help the Dog Park Committee provide the sense of 'community' at the dog parks in the next fiscal year.

Halloween Dog and Owner Costume Contest: The Annual Halloween Costume Contest at Potso Dog Park was held on October 25 2014. There were 12 canines and their human companions that turned out for the event. The distinguished panel of judges included Mayor John Cook and the First Lady of Tigard Mrs. John Cook. Everyone enjoyed seeing the dogs in their adorable costumes. Prizes were awarded based on the judges' scoring.

Attached is the flyer for the event. The event was also advertised in the The Times newspaper. Grant funds will be used for contest flyers and prizes for the October 2015 scheduled event. **\$250**

Office Supplies: Dog park updates and notifications are posted at each park letting users know when closures are scheduled; special events are upcoming and other information as needed. Grant funds will be used for laminating sheets, print cartridges and paper. **\$75**

Miscellaneous Projects: In the last fiscal year, the Dog Park Committee assisted the City of Tigard in the following projects:

Tigard Dog Park Survey: The Dog Park Committee conducted a survey of dog park users in Aug & Sep 2014. Surveys were printed and distributed at the Tigard Street Fair and at the dog parks. The survey results were presented to the Park & Recreation Advisory Board in Dec 2014. The results will also be used by the City planners for the relocation of Ash Avenue dog park.

Dog Walk Video Contest: The Dog Park Committee is assisting the City's Communication Specialist in this event. 200 flyers have been printed and distributed at the dog parks to promote the event. 25 flyers were printed, laminated and posted at the dog parks.

We are assuming that similar projects will occur in 2015 – 2016. The grant monies will be used to pay for flyers, laminating, posting, etc. **\$75**

3. How will this event benefit the Tigard Community?

The dog parks in Tigard bring people together in the community. This happens on a daily basis when users meet with their canine companions at the dog parks. The events sponsored by the Tigard Dog Park Committee, continue to be focused on providing a fun and informative venue for canines and their human companions.

Tigard Dog Park Committee was recognized locally by The Times newspaper in the Tigard Monthly publication dated October 2014. The publication highlighted the annual Halloween costume contest.

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

For the year 2014, participation has been between 20-40 people at the Halloween Canine Costume Contest.

Other printed materials are also posted throughout the dog parks so the total number of residents who additionally read the information, without taking a copy, would be higher but difficult to measure.

Also, the City of Tigard's web site has information on how citizens can provide feedback on events, register concerns and make suggestions. The Committee works

in conjunction with the City of Tigard Parks Department to respond to user's questions and emails.

The Tigard Dog Park blog is another resource that is available to residents.

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.

- Please contact the City of Tigard Finance Dept who manages the dog park accounts.

- b.** Audit report or financial statements for the last fiscal year.

- Please contact the City of Tigard Finance Dept who manages the dog park accounts.

- c.** Articles of Incorporation.

- The Tigard Dog Park Committee is not incorporated.

- d.** 501(c)(3) status.

- The Tigard Dog Park Committee does not have 501©(3) status.

- e.** Organization Bylaws.

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

** Lack of adequate financial information could result in denial of request.

An electronic version of this application is available by contacting Liz Lutz at Lizbeth@tigard-or.gov.

Attachments:

1. Halloween Fiyer
2. Dog Video Contest

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Downtown Tigard Events (Street Fair, Trick or Treat Main Street, Tree Lighting, Art Walk and 3rd Fridays)

Address: 12345 SW Main Street

City, State, Zip: Tigard, OR 97223

Contact Name: Steve DeAngelo, Chair, Tigard Downtown Alliance (TDA)

Telephone Number: 503-620-9020

E-mail address: steve@cateringbydeangelos.com

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

Cash	\$10,000
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	See Attached
Total Request	\$10,000

2. **Purpose of Funding Request:**

Our goal is to provide an opportunity to Tigard's 50,000 plus residents to gather and connect with Tigard's Downtown core area through marketing and executing the following downtown events.

Street Fair - \$3500

To assist in offsetting primarily marketing & advertising costs associated with holding this annual free event, which is now in its 4th year and will be held on September 12th, 2015. Funding will also help to "grow" the event, enabling marketing/advertising to the community at large, as well as helping to defray associated costs such as staging, entertainment, signs, banners, flyers.

Trick or Treat Main Street - \$500

To assist in offsetting primarily marketing & advertising costs associated with holding this annual free event, which is held every year on October 31st or the closest weekday to that day. Funding will also help to create merchant engagement, enabling marketing/advertising to the community at large, as well as helping to defray associated costs such as signs, banners, flyers.

Tree Lighting - \$2500

To assist in offsetting costs associated with holding this annual free event, which is held every year on the first Friday in December. Funding will also help to “grow” the event, create more community engagement, enabling marketing to the community at large, as well as helping to defray associated costs such as staging, professional lighting, signs, banners, flyers, as well as to possibly invest in seasonal street decorations

Art Walk –\$2500 Now in Year 2 - Planned for 1st 2 weeks of May 2015, kicking off May 1st with the official dedication of the new Downtown Tigard gateway art and culminating on 3rd Friday in May. Art will be placed in 18-25 main street businesses for a 2 week period. Trifold ballots issued encouraging community to patronize the businesses and vote on the art. Winning art selected by public will receive a prize as will juried art selection. Ballots turned in to local merchants. Ballots that have at least 80% fill rate may go in special drawing. Exploring the addition of two new features 1) Professional Graffiti art demos with the finished product kept to display in Downtown Tigard. 2) A pop up gallery with Art for sale is being explored in partnership with Dave Nicoli in the old Frame Central building. Participating businesses will be encouraged to become TDA members. Funding will help offset costs of marketing & advertising plus cash prizes for public and juried winners as well as art supplies and possible costs associated with pop up gallery. We are also engaging with local performing arts organizations to cross promote each others events during the Art Walk (Ballroom Dance Co, Mask & Mirror, Broadway Rose, Joy Cinema’s as examples).

3rd Friday - \$1000 To assist in offsetting primarily marketing & advertising costs associated with communicating with the community and providing more visibility for 3rd Friday activities in Downtown Tigard. Funding will also help to create merchant engagement, enabling marketing/advertising to the community at large, as well as helping to defray associated costs such as signs, banners, and flyers.

3. How will this event benefit the Tigard Community?

Help foster a deeper sense of community for all residents, enhance awareness of Downtown Tigard’s unique merchant and gathering places, thereby stimulating increased economic activity in downtown and improving the prosperity of Tigard overall and an increased tax base. Also helps achieve City of Tigard and Tigard City Council vision for Downtown as a walkable village with ample opportunity for all ages to live, work and play.

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

Anywhere from 300-3,000 depending on the event. Our goal collectively would be to attract 12,000-15,000 residents and visitors to downtown Tigard through the aforementioned events annually

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.

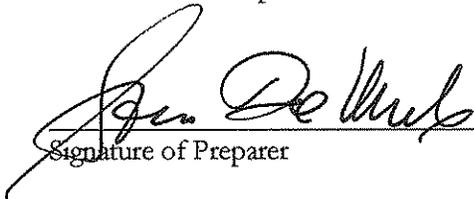
Bookkeeping records and financial data are held by the fiscal agent and are attached. Articles of incorporation are attached. By laws attached. We have applied for 501c3 status, and are currently

recognized by the State of Oregon as a Domestic Non Profit and are waiting confirmation of our Federal Tax status. Our fiscal agent is a 501c6

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

STEV8

Print Name of Preparer



Signature of Preparer

2/9/15

Date

Tigard Downtown Alliance
Profit & Loss
January through December 2014
Actuals Proposed Budget
2014 2015

Ordinary Income/Expense

Income

Art Walk	\$	275	\$	500
WCVA Grant			\$	52,545
City of Tigard Event Grants	\$	6,700	\$	10,000
City of Tigard TDA Grants	\$	-	\$	2,500

Corporate Sponsorship Packages

Platinum Presenting Sponsor	\$	10,000	\$	5,000
Corporate Sponsorship Packages - Other	\$	2,500	\$	2,500
Total Corporate Sponsorship Packages	\$	12,500	\$	7,500

Downtown Tigard Street Fair

Beer Garden	\$	256	\$	300
Street Fair Sponsorship (TRADE)	\$	3,900	\$	3,900
Tigard Street Fair Sponsorships	\$	100	\$	100
Downtown Tigard Street Fair - Other	\$	1,744	\$	2,194
Total Downtown Tigard Street Fair	\$	6,000	\$	6,494

Program Income

TDA Membership Dues	\$	2,348	\$	3,240
Total Program Income	\$	2,348	\$	3,240

Total Income \$ 27,823 \$ 82,779

Gross Revenue \$ 27,823 \$ 82,779

Expense

Art Walk Expenses	\$	1,609	\$	2,000
Business Expenses				
Business Registration Fees	\$	50	\$	50
Total Business Expenses	\$	50	\$	50

Contract Services

Fiscal Agent Fees	\$	2,392	\$	7,888
Outside Contract Services	\$	697	\$	1,000
Contract Services - Other	\$	-	\$	-
Total Contract Services	\$	3,089	\$	8,888

WCVA Grant Expenses	\$	850	\$	52,545
Other Types of Expenses				
Other Costs	\$	30	\$	-

Tigard Downtown Alliance
Profit & Loss
 January through December ~~2014~~ **2014**

2015

Total Other Types of Expenses	<u>\$</u>	30		
Street Fair Expenses				
Advertising - SF	\$	475		
Entertainment - Music	\$	800		
Entertainment - Other	\$	384		
PayPal Transaction Fees	\$	30		
Sanitation	\$	8		
Signage - SF	\$	52		
Street Fair Advertising (TRADE)	\$	2,000		
Street Fair Equipment (TRADE)	\$	1,200		
Street Fair Equipment Rental	\$	667		
Street Fair Signage (TRADE)	\$	700		
Supplies - SF	\$	85		
Street Fair Expenses - Other	\$	308		
Total Street Fair Expenses	<u>\$</u>	6,709	<u>\$</u>	8,051
Travel and Meetings				
Conference, Convention, Meeting	\$	387	\$	1,500
Total Travel and Meetings	<u>\$</u>	387	<u>\$</u>	1,500
Tree Lighting Expense	<u>\$</u>	1,409	<u>\$</u>	2,000
 Total Expense	 <u>\$</u>	 14,134	 <u>\$</u>	 75,034
 Net Ordinary Income	 <u>\$</u>	 13,690	 <u>\$</u>	 7,745
 Net Income	 <u><u>\$</u></u>	 13,690	 <u><u>\$</u></u>	 7,745

Tigard Downtown Alliance
Profit & Loss
January through December 2014

Ordinary Income/Expense

Income

Art Walk
WCVA Grant
City of Tigard Event Grants
City of Tigard TDA Grants

Corporate Sponsorship Packages
Platinum Presenting Sponsor
Corporate Sponsorship Packages - Other
Total Corporate Sponsorship Packages

Downtown Tigard Street Fair
Beer Garden
Street Fair Sponsorship (TRADE)
Tigard Street Fair Sponsorships
Downtown Tigard Street Fair - Other
Total Downtown Tigard Street Fair

Program Income
TDA Membership Dues
Total Program Income

Total Income

Gross Revenue

Expense

Art Walk Expenses
Business Expenses
Business Registration Fees
Total Business Expenses

Contract Services
Fiscal Agent Fees
Outside Contract Services
Contract Services - Other
Total Contract Services

WCVA Grant Expenses
Other Types of Expenses
Other Costs

Tigard Downtown Alliance
Profit & Loss
January through December 2014

Total Other Types of Expenses

Street Fair Expenses

- Advertising - SF
- Entertainment - Music
- Entertainment - Other
- PayPal Transaction Fees
- Sanitation
- Signage - SF
- Street Fair Advertising (TRADE)
- Street Fair Equipment (TRADE)
- Street Fair Equipment Rental
- Street Fair Signage (TRADE)
- Supplies - SF
- Street Fair Expenses - Other

Total Street Fair Expenses

Travel and Meetings

- Conference, Convention, Meeting

Total Travel and Meetings

Tree Lighting Expense

no authorized headcount, volunteers and
leveraging Chamber/City Contract labor for
Events except Art Walk

Total Expense

Net Ordinary Income

Net Income

Tigard Downtown Alliance Profit & Loss

January through December 2014

Ordinary Income/Expense	Jan 14	Feb 14	Mar 14	Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	TOTAL
Income													
Art Walk	0.00	0.00	0.00	0.00	150.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	275.00
City of Tigard Grants	0.00	0.00	0.00	0.00	0.00	6,700.00	0.00	0.00	0.00	0.00	0.00	0.00	6,700.00
Corporate Sponsorship Packages													
Platinum Presenting Sponsor	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
Corporate Sponsorship Packages - Other	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	2,500.00
Total Corporate Sponsorship Packages	0.00	0.00	0.00	0.00	0.00	10,000.00	2,500.00	0.00	0.00	0.00	0.00	0.00	12,500.00
Downtown Tigard Street Fair													
Beef Garden	0.00	0.00	0.00	0.00	0.00	0.00	0.00	256.00	0.00	0.00	0.00	0.00	256.00
Street Fair Sponsorship (TRADE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,400.00	500.00	0.00	0.00	0.00	3,900.00
Tigard Street Fair Sponsorships	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	100.00
Downtown Tigard Street Fair - Other	0.00	0.00	0.00	0.00	250.00	0.00	784.97	704.75	0.00	4.00	0.00	0.00	1,743.72
Total Downtown Tigard Street Fair	0.00	0.00	0.00	0.00	250.00	0.00	784.97	4,460.75	500.00	4.00	0.00	0.00	5,999.72
Program Income													
TDA Membership Dues	0.00	0.00	100.00	0.00	0.00	50.00	158.33	0.00	0.00	0.00	0.00	2,040.00	2,348.33
Total Program Income	0.00	0.00	100.00	0.00	0.00	50.00	158.33	0.00	0.00	0.00	0.00	2,040.00	2,348.33
Total Income	0.00	0.00	100.00	0.00	400.00	10,175.00	10,143.30	4,460.75	500.00	4.00	0.00	2,040.00	27,823.05
Gross Profit	0.00	0.00	100.00	0.00	400.00	10,175.00	10,143.30	4,460.75	500.00	4.00	0.00	2,040.00	27,823.05
Expense													
Art Walk Expenses	0.00	0.00	0.00	0.00	0.00	1,100.00	509.20	0.00	0.00	0.00	0.00	0.00	1,609.20
Business Expenses													
Business Registration Fees	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
Total Business Expenses	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
Contract Services													
Fiscal Agent Fees	22.00	0.00	0.00	0.00	0.00	1,042.50	961.00	0.00	159.40	0.00	0.00	207.40	2,392.30
Outside Contract Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00	0.00	0.00	226.00	21.19	697.19
Contract Services - Other	0.00	0.00	0.00	0.00	561.00	0.00	-561.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contract Services	22.00	0.00	0.00	0.00	561.00	1,042.50	400.00	450.00	159.40	0.00	226.00	228.59	3,089.49
Glass Baskets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	850.00	850.00
Other Types of Expenses													
Other Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.90	0.24	30.14

Tigard Downtown Alliance

Profit & Loss

January through December 2014

	Jan 14	Feb 14	Mar 14	Apr 14	May 14	Jun 14	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	TOTAL
Total Other Types of Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.90	0.24	30.14
Street Fair Expenses													
Advertising - SF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	475.00	0.00	0.00	0.00	475.00
Entertainment - Music	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00	0.00	0.00	0.00	0.00	800.00
Entertainment - Other	0.00	0.00	0.00	0.00	0.00	50.00	334.00	0.00	0.00	0.00	0.00	0.00	384.00
PayPal Transaction Fees	0.00	0.00	0.00	6.70	0.00	12.98	10.20	0.00	0.00	0.00	0.00	0.00	29.88
Sanitation	0.00	0.00	0.00	0.00	0.00	0.00	8.24	0.00	0.00	0.00	0.00	0.00	8.24
Signage - SF	0.00	0.00	0.00	0.00	0.00	0.00	6.73	45.49	0.00	0.00	0.00	0.00	52.22
Street Fair Advertising (TRADE)	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Street Fair Equipment (TRADE)	0.00	0.00	0.00	0.00	0.00	0.00	700.00	500.00	0.00	0.00	0.00	0.00	1,200.00
Street Fair Equipment Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	666.77	0.00	0.00	0.00	0.00	666.77
Street Fair Signage (TRADE)	0.00	0.00	0.00	0.00	0.00	0.00	700.00	0.00	0.00	0.00	0.00	0.00	700.00
Supplies - SF	0.00	0.00	0.00	0.00	0.00	66.00	18.99	0.00	0.00	0.00	0.00	0.00	84.99
Street Fair Expenses - Other	0.00	0.00	0.00	0.00	0.00	0.00	308.05	0.00	0.00	0.00	0.00	0.00	308.05
Total Street Fair Expenses	0.00	0.00	0.00	6.70	0.00	128.98	4,886.21	1,687.26	0.00	0.00	0.00	0.00	6,709.15
Travel and Meetings													
Conference, Convention, Meeting	0.00	0.00	0.00	0.00	387.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	387.00
Total Travel and Meetings	0.00	0.00	0.00	0.00	387.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	387.00
Tree Lighting Expense	158.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00	1,408.57
Total Expense	230.57	0.00	0.00	567.70	2,529.50	1,038.18	5,336.21	1,846.66	0.00	255.90	2,328.83	14,133.55	
Net Ordinary Income	-230.57	0.00	100.00	0.00	-167.70	7,645.50	9,105.12	-875.46	-1,346.66	4.00	-255.90	-288.83	13,689.50
Net Income	-230.57	0.00	100.00	0.00	-167.70	7,645.50	9,105.12	-875.46	-1,346.66	4.00	-255.90	-288.83	13,689.50

Event	Department/Organization
Tree Lighting	TVF&R
Tree Lighting	TVF&R
Tree Lighting	Tigard PD
Tree Lighting	Tigard PD
Tree Lighting	City Hall
Tree Lighting	Public Works/Parks
Tree Lighting	City Hall
Tree Lighting	City Hall
Tree Lighting	City Hall
Tree Lighting	City Hall/Library
Street Fair	Public Works/Parks
Street Fair	Police Dept
Trick or Treat Main Str	Police Dept
Street Fair	TVF&R
Street Fair	Main Street Contractor?
Street Fair	Public Works/Parks
Street Fair	Public Works/Parks
Street Fair	Public Works/Parks
Street Fair	City Hall
Street Fair	Permitting & Planning
Street Fair	City Hall
Street Fair	City Hall
Street Fair	City Hall/Library
Trick or Treat Main Str	Police Dept
Trick or Treat Main Str	TVF& R
Trick or Treat Main Str	Police Dept
Trick or Treat Main Str	PW
Trick or Treat Main Str	Police Dept

Trick or Treat Main Str	City
Trick or Treat Main Str	Library
Trick or Treat Main Str	City
Trick or Treat Main Str	City
Art Walk	City Hall
Art Walk	City Hall
Art Walk	City Hall/Library
3rd Friday	City Hall
4th Friday	City Hall/Library

Service	Hours/Estimated Value
Help with tree lights (lift-truck)	6
Transport for Santa and Mrs. Claus	2
Traffic control night of event	3
Create thank-you banners	\$400
Cityscape, website & social media promotion	
Storage	\$720 annually
Lighting Check (November)	2
Use of Liberty Park as venue	5
Help with electrical box	3
Provide and place barricades	2
Provide cones and candles as needed	2
Provide portable speaker system	\$200
Announcements in Cityscape and web (including Neighborhood Websites)	
Mayor speaks	
City Council members attend	
Posting of event flyer for promotion in Library and city Hall	
Install banners	2 hours
Police vehicle with cadets for kid zone	6 hours
police and cadets to ensure cross walk, road closure and intersection safety during event	6 hours
TVF&R equipment (Fire truck) for kid zone	6 hours
Bull dozer for photo ops in kid zone	6 hours
Barricades and placement of No Parking barricades	2 hours
Use of the Burnham public lot	24 hours
Digital signage at each end of Main signifying Street Fair	8 hours
City Council members attend	
Approve the permit, waiver of any associated fees	
Provide portable speaker system	\$ 200.00
Cityscape, website & social media promotion	1 hour? /priceless
Posting of event flyer for promotion in Library and city Hall	10 min /priceless
Police vehicle with cadets for kid area	2 hours
TVF&R equipment (Fire truck) for kid zone	2 hours
Mgruff in costume?	
Digital signage at each end of Main signifying Halloween event	5 hours
police and cadets to ensure cross walk safety during event	2 hours

Permit approval and waiver of any associated fees	
Library can engage day of as community outreach	
Cityscape, website & social media promotion	1 hour? /priceless
Posting of event flyer for promotion in Library and city Hall	10 min /priceless
Consideration of purchase/lease of publicly selected art for display in library	
Cityscape, website & social media promotion	1 hour? /priceless
Posting of event flyer for promotion in Library and city Hall	10 min /priceless
Cityscape, website & social media promotion	1 hour? /priceless
Posting of event flyer for promotion in Library and city Hall	10 min /priceless

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Mask & Mirror Community Theatre

Mask & Mirror Community Theatre was founded in early 2011 by a group of 8 experienced theatre enthusiasts to bring quality entertainment, recreation and arts education to the citizens of Tigard and Tualatin. Our goals included keeping ticket prices below that of most 3D movies at the local cinema (a goal we have met); and to be fiscally conservative (also met: none of the 10 main stage shows we have produced to date have lost money). We have received \$6000 grants in each of the last 2 years from the City of Tigard so we should be well known to you by now; we are exceedingly grateful for these grants; and we know that Marland loves the cookies we bring in Thanks to the City Council Meetings after each grant cycle!

Mask & Mirror Community Theatre is an all-volunteer 501(c)3 non-profit theatre. We have no employees and we do not pay any of the actors, crew or administrators involved in Mask & Mirror productions. Membership dues are optional and we welcome all residents to participate in our activities without cost, other than to buy tickets to see our productions.

Tigard is currently blessed with 2 theatres: a well-established professional theatre (Broadway Rose) that offers very high quality, but expensive (Adult tickets start at \$30) entertainment drawing regional audience and talent; and Mask & Mirror Community Theatre, offering very affordable (Adult tickets start at \$15) entertainment and drawing predominantly Tigard/Tualatin area audience and talent.

Mask & Mirror believes that Tigard deserves - and deserves to support - both classes of theatre in this fine City!

Mask & Mirror currently performs on a rented stage at Calvin Presbyterian Church in Tigard. Our relationship with Calvin is excellent, but our access to this stage is limited due to the heavy utilization of Calvin's facilities (and rightly so!) for religious devotional activities. We are limited to 3 productions with a total of 26 performances each year, but our audience, our performers, and our wealth of creative ideas are crying out for more!

Mask & Mirror would love to find a full-time theatre space of ~2500 sq ft in Tigard and develop it into a ~60-90 seat theatre for year-round use. We believe we could profitably afford ~\$2500/mo NNN rent while staging 6 different productions with a total of 72 performances, utilizing the theatre space over 250 evenings per year for meetings, rehearsals and performances.

Dreams . . . but we fully expect to make them a reality within the foreseeable future. We have money in the bank and we have commercial realtors looking for space. We are

ready to commit as soon as an adequate facility is found and we hope to be operational in a new theatre space by September 2015!

We hope the City Council will concur that a continued investment in Mask & Mirror Community Theatre is a good thing for the City of Tigard. A continued support of \$6000 will cover our rent at Calvin and will be ecstatically appreciated; however, I'll request \$6001 just in case you want to add a little extra! ☺

Address: 13166 Broadmoor Place
City, State, Zip: Tigard, OR 97223
Contact Name: Gary Romans
Telephone Number: 503-524-2058
E-mail address: Info@MaskandMirror.com

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

Cash	\$6001
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	TBD, see separate sheet
Total Request	\$6001

2. **Purpose of Funding Request:** Facility rental for a temporary performance stage and rehearsal space while we search for an adequate full time rental theatre space in Tigard.

3. **How will this event benefit the Tigard Community?**

There are positive cultural, recreational, educational and financial impacts to the City of Tigard in having a residential non-profit Community Theatre in the city.

Cultural: With Mask & Mirror Community Theatre located here, Tigard can boast of two distinctly different performing theatres in the city. Broadway Rose presents large scale musical productions with paid personnel and ticket prices over \$30. Mask & Mirror Community Theatre presents comedies and dramas with all volunteer actors, crew and operations personnel with ticket prices \$15 or less.

Recreational & Educational: Mask & Mirror performing activities are open to all residents without charge. We offer performing opportunities to experienced actors and to those newly interested in developing their talent. We offer free public play readings with the public invited to read and/or discuss. Our plans include a low-cost Children's Theatre Camp once we can find the proper facility. We also sponsor a free Community Meeting once each quarter that is open to all Tigard residents and includes free entertainment and refreshments (this is our primary recruiting tool).

Financial: Our mainstage productions take place in Tigard. Many theatre attendees begin their outing with a dinner out, patronizing local Tigard restaurants. We also pay rent to Calvin Presbyterian Church in Tigard for use of their stage (\$2000 per production, and we are not otherwise associated with Calvin) and much of this money is returned to Tigard via the work done by Calvin.

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

We currently have over 700 head-of-family names with Tigard addresses in our database of those who have attended or expressed interest in attending our performances, giving an estimate of well over 1250 Tigard residents. We will also draw additional Tigard participants who enjoy our other public performances such as those at the Tigard Festival of Balloons, Holiday Caroling, Tigard Street Fair, Library Readings, and other events. We anticipate well over 4000 Tigard residents participating in Mask & Mirror Community Theatre activities.

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.

Mask & Mirror Annual Budget vs Actual 2014		
	BUDGET	ACTUAL
INCOME		
Grants and Awards	\$ 6,300.00	\$ 6,550.00
Direct Public Support	\$ 895.18	\$ 1,388.00
M&M Singers Concert	-	\$ 226.00
Show Ticket Revenue*	\$ 9,751.03	\$ 9,602.00
Concession Sales	\$ 720.95	\$ 950.00
Member Dues	\$ 868.00	\$ 760.00
Other income	\$ 382.00	\$ 935.00
TOTAL INCOME	\$ 18,917.16	\$ 20,411.00
EXPENSES		
Show Expenses		
Royalties	\$ 1,407.60	\$ 3,087.00
Advertising	\$ 75.00	\$ -
Show Supplies	\$ 267.45	\$ 360.00
Costumes	\$ 753.16	\$ 73.00
Set Construction	\$ 676.51	\$ 825.00
Stage Rental	\$ 6,000.00	\$ 6,000.00
Food	\$ 262.57	\$ 198.00
Printing and Posters	\$ 987.87	\$ 1,016.00
	\$ 10,430.16	\$ 11,559.00
M&M Singers	-	\$ 470.00
Operations		
Storage Rent	\$ 1,324.36	\$ 1,540.00
Stage Supplies	\$ 151.16	\$ 166.00
Dues & Subscriptions	\$ 201.50	\$ 246.00

Licenses & Permits	\$ 61.52	\$ 50.00
Books and References	\$ 22.24	\$ 79.00
Merchant Fees	\$ 27.05	\$ 34.00
Postage	\$ 21.48	\$ -
Printing	\$ 130.08	\$ 170.00
Supplies	\$ 1,370.02	\$ 327.00
Telephone	-	\$ 173.00
Marketing & Outreach	-	\$ 90.00
	\$ 3,309.41	\$ 2,875.00
Other		
Insurance	\$ 402.00	\$ 500.00
TOTAL EXPENSES	\$ 14,141.57	\$ 15,404.00
Interest Income-Savings	\$ 19.86	\$ 33.00
NET INCOME	\$ 4,775.59	\$ 5,040.00
*Ave. of \$10.25 ticket per person		
3 shows, 26 performances, avg 35 people paying people per show.		

b. Audit report or financial statements for the last fiscal year.

Balance Sheet - Dec 31, 14			
ASSETS			
Current Assets			
Checking/Savings			
		Home Street Bank Checking	\$ 21,319.38
		Total Checking/Savings	\$ 21,319.38
Other Current Assets			
		Undeposited Funds	\$ 25.00
		Total Other Current Assets	\$ 25.00
		Total Current Assets	\$ 21,344.38
TOTAL ASSETS			\$ 21,344.38
LIABILITIES & EQUITY			
	Liabilities		\$ -
	Equity		
		Unrestricted Net Assets	\$ 16,305.62
		Net Income	\$ 5,038.76
		Total Equity	\$ 21,344.38
TOTAL LIABILITIES & EQUITY			\$ 21,344.38

Profit and Loss 2014 - Jan - Dec 14			
Ordinary Income/Expense			
	Income		
		Grant Income	6,550.00
		Direct Public Support	1,388.11
		Membership Dues	760.00
		Show Income	
		Season Ticket Holders	1,269.00
		Show Sponser Income	1,000.00
		Concession Income	949.31
		MM Singers Concert Income	226.00
		Ticket Sales	8,332.75
		Total Show Income	11,777.06
		Other Types of Income	935.27
		Total Income	21,410.44
		Expense	
		Donations	110.00
		M&M Singers	470.12
		Operations	
		Storage Rent	1,540.00
		Marketing & Outreach	90.12
		Dues	246.35
		Stage Supplies	165.68
		Licenses & Permits	50.00
		Books, Subscriptions	79.00
		Merchant Service Fees	34.21
		Printing & Copying	169.45
		Supplies	327.40
		Telephone	172.75
		Total Operations	2,874.96
		Other Types of Expenses	
		Insurance - Liability, D and O	500.00
		Total Other Types of Expenses	500.00
		Show Expenses	
		Meals	39.98
		Royalties for Scripts Usage	3,086.75
		Advertising	85.00
		Concessions Costs	157.84
		Show Supplies	357.08
		Set Construction	783.61
		Stage Rental	6,000.00
		Costumes	73.49
		Lights	41.54
		Show Postage	2.92
		Printing for Show	730.00
		Posters	201.12
		Total Show Expenses	11,559.33
		Total Expense	15,514.41
		Net Ordinary Income	5,896.03
		Other Income/Expense	
		Other Income	
		Interest-Savings, Short-term CD	33.36
		Total Other Income	33.36
		Net Other Income	33.36
		Net Income	5,929.39

- 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.

NOTE: c,d,e Submitted 2 years ago

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



Gary Romans



Signature of Preparer

1/20/15

Date

In-Kind Services-hours

The only additional support we would ask from the City of Tigard is that you assign an appropriate person to help us navigate the rules, regulations, zoning requirements, safety requirements, fire regulations, etc. that we would be faced with in selecting a rental facility in Tigard and building a theatre in it. We have smart people, and we have people who can build things – but we don't have knowledge of these kinds of permitting and zoning issues.

NOTE: I was able to meet last year with City of Tigard personnel Lloyd Purdy and Mark VanDomelen to receive some valuable education about Tigard rules, regulations and good old common sense regarding finding rental real estate to accommodate a 60-90 seat theatre. Thank You! I'm hoping these individuals and/or others will be available to help out once again prior to any lease signing to review any facility we might find.

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Relay For Life of Tigard/Tualatin

Address: _____

City, State, Zip: Tigard, OR 97224

Contact Name: Rachel Williams

Telephone Number: (503) 795-3917

E-mail address: rachel.williams@cancer.org

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

Cash	\$1,000
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	Use of Twality Middle School
Total Request	\$1,000

2. **Purpose of Funding Request:**

The purpose of this funding request is to increase the revenue generated for the American Cancer Society Relay For Life of Tigard/Tualatin by decreasing funds used for track usage and for items such as portapotties and generators for lights. This is a non-profit event and our goal is to keep the expense ratio under 8% and this will be of assistance to achieve that goal.

3. **How will this event benefit the Tigard Community?**

The Relay For Life of Tigard/Tualatin will benefit the Tigard community by providing a community awareness event to have community members join together in the fight against cancer. Not only will it provide funding for research, programs and services but it will increase awareness of the American Cancer Society as a whole, providing direct benefit to the citizens of Tigard who may be affected by cancer. Cancer will affect 1 in 2 men and 1 in 3 women throughout their lifetime.

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

In 2014 the Relay For Life of Tigard/Tualatin had nearly 300 participants, and numerous non-participants coming out for day of event festivities.

5. **Please submit the following information with this request:**

- 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.
- Audit report or financial statements for the last fiscal year.
- Articles of Incorporation.*
- 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: Requesting the use of Twality Middle School for the event duration:
10 AM July 11, 2015- 10 AM July 112, 2015. We may also like to have city staff support for security
purposes if possible.

Rachel D. Williams

Print Name of Preparer

Rachel D Williams

Signature of Preparer

2/12/15

Date

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Tigard Area Farmers Market
Address: PO Box 230421
City, State, Zip: Tigard, OR 97281
Contact Name: Kim Marshall, Market Manager
Telephone Number: 503-201-2631
E-mail address: manager@tigardfarmersmarket.org

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

Cash \$8500.00

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

Total Request \$8500.00

2. **Purpose of Funding Request:**

The TAFM is focused on bringing farmers, community and non-profits together in a way that benefits all. Farmers grow local produce, plants, and flowers; our Tigard Community members gather together to buy these products; and weekly non-profit booth space gives all the opportunity to give back. Tigard Area Farmers Market. GROW. GATHER. GIVE.

Funds will be used to:

- Support staff efforts
- Do healthy food demonstrations
- Support our Market Sprouts Program. A program to bring fresh fruits and veggies to children.

3. **How will this event benefit the Tigard Community?**

- Encourages customer attendance through community outreach - special events and programs designed to enhance the customers experience at the market.
- Promotes the market through its website, newsletter, social media sites, relevant farmers market brochures, chamber marketing programs and other key community relationships such as the City of Tigard.
- Supports non-profit organizations by giving them the opportunity to sell in our Community Service Booth with profits going directly to the organization.
- Provides space for the Master Gardener volunteers to dispense gardening advice to customers, answering their questions and helping them with garden related problems.
- The customers that shop at the Market come to buy locally grown and produced agricultural products, and to feel good about participating in a more sustainable food system. The responsibility for implementing sustainable practices falls to all of us in the market community, not just to our farmers. For that reason, the Tigard Area Farmers Market has

made a commitment to work towards becoming a more earth friendly event. In a sustainable food system, it's not only the food that's important, but also how it is packaged and carried home. We will provide earth friendly bags for customers.

- Provide broad access to fresh produce and artisan items, including to our residents who may be disabled.
- Through the SNAP/EBT (food stamp) match we were able to help our Tigard area citizens stretch their food budgets. Our patrons were able to buy more fresh local fruits and vegetables for themselves and their families.
- The market supports community feeling of Tigard: A Place to Call Home. Our goal is to communicate the benefits of buying local fresh produce:
 - Local foods are fresher and taste better
 - Local foods are seasonal
 - Local foods usually have less environmental impact
 - Local foods preserve green space and farm land
 - Local foods promote food safety
 - Local foods support our local economy
 - Local foods promote variety
 - Local foods create community

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

We see an average of 1500 residents come to the market each Sunday, roughly 62,500 residents over a 25 week season.

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.

Kim Marshall
Print Name of Preparer


Signature of Preparer

2/2/15
Date

Ordinary Income/Expense	Budget (Jul-Dec Actuals)	
	Jul '13 - Jun '14	Jul '14 - Jun '15
2000 Farmers Market Income		
FM Advertising	\$ 1,114.74	\$ 25.00
FM Application Fees	\$ 8,500.00	\$ 1,039.79
FM City of Tigard Grant	\$ 3,500.00	\$ 8,500.00
FM New Seasons Grant	\$ 3,500.00	\$ 3,500.00
Total FM Space Fees	\$ 31,102.86	\$ 24,779.21
FM Sponsorships	\$ 4,000.00	\$ 1,500.00
Harvest Market & Bazaar	\$ 1,410.00	\$ 2,110.00
Token Sales Net (Sales+Payouts)	\$ 1,122.64	\$ 8,910.00
Total FM USDA Grant Income	\$ 50,750.24	\$ 50,364.00
Total 2000 Farmers Market Income		
2001 Farmers Market Expense		
FM Administration & Accounting	7,612.54	7,553.10
Total FM Bank Fees	1,303.07	1,450.59
FM EBT match	2,460.85	2,290.00
Total FM Insurance	(11.00)	
Total FM Leased Staff	28,841.40	29,542.23
		One .4FTE Manager, one .2 FTE Asst Manager, 2 seasonal employees during market season
Total FM Marketing	2,580.00	3,060.90
FM Office Supplies	167.10	92.16
Total FM Operating Expenses	1,376.78	1,794.09
Total FM Telecommunications	372.00	372.00
FM Trailer Depreciation	109.29	840.00
FM Website Hosting	66.68	200.00
2001 Farmers Market - Other	(16.00)	209.74
Total FM USDA Grant Expense	\$ 8,100.62	\$ 8,100.62
Total 2001 Farmers Market Expense	44,862.71	55,505.43
Net Ordinary Income	5,887.53	(5,151.43)
Net Income	5,887.53	(5,151.43)

Ordinary Income/Expense

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	TOTAL
	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Jul 14 - Jun 15
2000 Farmers Market Income													
Total FM USDA Grant Income	0.00	0.00	0.00	0.00	0.00	0.00	8,910.00						8,910.00
FM-MISC	0.00	(10.00)	0.00	0.00	0.00	0.00							(10.00)
FM Advertising	0.00	0.00	0.00	0.00	0.00	0.00							25.00
FM Application Fees	75.00	25.00	0.00	0.00	0.00	0.00	25.00	200.00	250.00	135.00	226.85	102.94	1,038.79
FM City of Tigard Grant	8,500.00	0.00	0.00	0.00	0.00	0.00							8,500.00
FM New Seasons Grant	0.00	0.00	0.00	0.00	0.00	0.00		3,500.00					3,500.00
Total FM Space Fees	3,802.00	3,222.00	3,897.00	2,009.00	25.00	0.00	30.00	270.00	1,530.00	160.00	5,066.15	4,888.06	24,779.21
FM Sponsorships	0.00	0.00	0.00	0.00	0.00	0.00		1,000.00	500.00				1,500.00
Harvest Market & Bazaar	0.00	365.00	560.00	385.00	765.00	35.00							2,110.00
Total 2000 Farmers Market Income	12,377.00	3,692.00	4,367.00	2,394.00	790.00	8,945.00	55.00	4,970.00	2,280.00	320.00	5,283.00	4,971.00	50,354.00
2001 Farmers Market													
FM Administration & Accounting	1,856.55	540.30	655.05	359.10	118.50	1,341.75	8.25	745.50	342.00	48.00	792.45	745.65	7,553.10
Total FM Bank Fees	298.66	53.71	91.25	176.24	87.12	20.00	102.50	166.00	104.70	47.00	109.32	154.09	1,450.59
FM EBT match	780.00	509.00	711.00	290.00	0.00	0.00	1,877.98	1,910.27	1,910.27	1,910.27	2,926.70	2,926.70	29,542.23
Total FM Leased Staff	2,936.31	3,219.31	2,892.42	3,005.40	2,236.00	1,788.60	375.00	160.00	350.00	350.00	194.40	125.00	3,069.90
Total FM Marketing	89.00	75.00	402.50	225.00	315.00	750.00							
FM Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00					72.46	19.70	92.16
Total FM Operating Expenses	22.00	0.00	0.00	0.00	144.00	162.70	457.01	78.50	0.00	209.74	778.10	(57.96)	1,794.09
Total FM Telecommunications	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	372.00
FM Trailer Depreciation	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	840.00
Total FM USDA Grant Expense	0.00	0.00	0.00	86.66	154.31	1,232.65	1,500.00	2,500.00	2,627.00	0.00	0.00	0.00	8,100.62
FM Website Hosting	0.00	0.00	0.00	0.00	0.00	0.00				200.00			200.00
2001 Farmers Market - Other	0.00	0.00	0.00	0.00	0.00	0.00							209.74
Total 2001 Farmers Market	6,083.52	4,498.32	4,853.22	4,243.40	3,167.93	5,386.70	4,421.74	5,691.27	5,294.71	2,866.01	4,974.43	4,014.18	55,505.43
Net Ordinary Income	6,293.48	(896.32)	(486.22)	(1,849.40)	(2,377.93)	3,548.30	(4,366.74)	(721.27)	(3,014.71)	(2,546.01)	308.57	956.82	(5,151.43)
Net Income	6,293.48	(896.32)	(486.22)	(1,849.40)	(2,377.93)	3,548.30	(4,366.74)	(721.27)	(3,014.71)	(2,546.01)	308.57	956.82	(5,151.43)

COMMUNITY EVENTS FUNDING REQUEST

Due: February 12, 2015

Event Name: Tigard Bull Mountain Farmers Market

Address: 4389 SW Pacific Hwy

City, State, Zip: Tigard, Oregon 97223

Contact Name: Sean Mathews

Telephone Number: 503 804 7642

E-mail address: mathewss@tbmfm.org

1. Request (express in whole dollar amounts only)

Cash \$4,000.00

In-Kind Services-hours (use of City property, City staff support, etc. Please explain the services requested on a separate sheet) \$0.00

Total Request \$4,000.00

2. Purpose of Funding Request:

Funding of \$4,000.00 will allow the following:

- * Supplies for kids planting a seed day.
- * Back to school day 2015. In 2014 we had a back to school day helping provide school supplies to families in the community.
- * Demonstrators for food preparation and preservation as well as supplies for the demonstrations
- * Help fund our food security program giving matching funds to SNAP customers at higher risk of malnutrition in the community..

3. How will this event benefit the Tigard Community?

In 2015 the Tigard Bull Mountain Farmers Market (TBMFM.ORG) will be continuing to expand its youth and citizen education efforts to encourage healthy eating, food preservation and household cultivation of edible and non edible plants. We will be offering regular events for kids and adults including but not limited to kids planting seeds and taking them home, food preparation of produce that is in season and preserving foods for the winter canning and proper storage of foods to maximize the shelf life. We gave out \$500 in matching funds to SNAP customers at higher risk of malnutrition.

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

In 2014 we had had as many as 50-100 kids and adults participate in our regular events. We expect to expand upon this in 2015 and are estimating 100-200 per week out of the 2000 visitors we have every week

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

* We have received our 501(c)(4) status

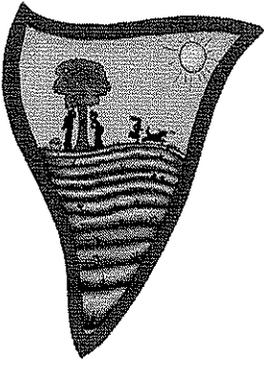
Please note that a lack of adequate financial information could result in denial of request.

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

Sean Mathews
Print Name of Preparer

Sean Mathews
Signature of Preparer

2/12/15
Date



Send Correspondence to:
Attn farmers market
11575 SW Pacific HWY BOX #109
Tigard OR 97223

email: info@tbmfm.org

We have completed our 509(c) filing status and are now registered as a 509(c)(4)

Regards

Sean Mathews

Director/Founder TBMFM.org

2:40 PM
 09/26/14
 Cash Basis

Bull Mountain Farmers Market LLC
Profit & Loss
 January through December 2013

	<u>Jan - Dec 13</u>	
Ordinary Income/Expense		
Income		
Space Rental Income	17,244.00	SA
Tokens Income	0.21	
Total Income	<u>17,244.21</u>	
Cost of Goods Sold		
Merchant Account Fees	720.93	
Total COGS	<u>720.93</u>	SB
Gross Profit	16,523.28	
Expense		
Advertising & Promotion		
Newspaper Advertisement	4,400.00	
Puppeteer	500.00	
Sign Wavers	2,218.00	
Signage	<u>535.00</u>	
Total Advertising & Promotion	7,653.00	
Bank Service Charges	14.00	
Dues & Memberships	115.00	
Insurance Expense	600.00	
Licenses	82.50	
Office Supplies	64.47	
Postage	23.20	
Printing & Reproduction	111.63	15
Professional Fees	11,700.00	13
Reconciliation Discrepancies	5.00	
Repairs and Maintenance	130.97	
Safety Equipment	884.40	
Supplies	704.91	
Vendors Meeting	<u>153.61</u>	
Total Expense	<u>22,242.69</u>	
Net Ordinary Income	<u>-5,719.41</u>	
Net Income	<u><u>-5,719.41</u></u>	

*TURGO tax
 for Net profits*

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Graduation Celebration - Tigard High School.
Address: PO Box 23664 - Tigard, OR - 97281-3664
City, State, Zip: Tigard - OR - 97281.
Contact Name: Veronica Predovic - Chairperson.
Telephone Number: 503-709-5026.
E-mail address: tigardgradnight@gmail.com

1. Request (express in whole dollar amounts only)

Cash

\$ 3000

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

Total Request

\$ 3000

2. Purpose of Funding Request: We solicit this funding on behalf of the seniors to support the 31st Annual Senior All Night Graduation Party, a substance free event, in a supervised environment.

3. How will this event benefit the Tigard Community?
The students at Tigard High School are the future of our community. And our community benefits when we honor them for their accomplishments and help them celebrate in a supervised environment.

4. How many Tigard residents do you anticipate participating in this event (or these events)?
350 students
50 volunteers (Tigard High School parents)

5. Please submit the following information with this request:

- 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.
- Audit report or financial statements for the last fiscal year.
- Articles of Incorporation.*
- 501(c)(3) status.*
- 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.

VERONICA PREJONIC
Print Name of Preparer


Signature of Preparer

2-10-2015
Date

⑧ Purpose of Funding: We want All Seniors to attend the party and we are trying to subsidize the ticket as much as we can so no seniors willing to attend will be denied of such an opportunity.

Many of these children have attended school in our community since the early elementary grades. After this evening they will all take different paths and may not share again the same school setting. This committee wants and works toward a party that includes all seniors. Last year we were fortunate to have with us 4 students with special needs who attended with an assistant. And they participated of our party from beginning to end. This type of attendance further engage the THS parents to continue working on this endeavor.

Thank you

Veronica Prejonic

Tigard Turns the Tide Grad Night Celebration
Modified Cash Basis Profit & Loss Budget vs. Actual
 July 2013 through June 2014

	Jul '13 - Jun 14	Budget	\$ Over Budget
Income			
Ticket Sales	15,830.00	15,345.00	485.00
Donations - Corporations	2,386.95	3,325.00	-938.05
Donations - Individuals	130.00	0.00	130.00
Donations - Non Cash (In-Kind)	4,912.00	7,000.00	-2,088.00
Fundraising - 50/50 & Raffles	1,687.00	1,650.00	37.00
Fundraising - Balloon Festival	1,042.00	1,000.00	42.00
Fundraising - Fall/Spring Fling	0.00	0.00	0.00
Fundraising - Restaurants	0.00	0.00	0.00
Grants - City of Tigard	2,000.00	2,000.00	0.00
Grants - Juan Young Trust	1,500.00	1,500.00	0.00
Grants - Macerich Mgmt Co	0.00	0.00	0.00
Interest Income	30.28	25.50	4.78
Total Income	29,518.23	31,845.50	-2,327.27
Expense			
Direct Party Expenses			
Entertainment	12,800.00	13,500.00	-700.00
Site Rental	4,050.00	3,300.00	750.00
Gifts/Prizes	2,159.93	3,550.00	-1,390.07
Boxers	322.60	380.00	-57.40
Food and Beverages	1,200.00	1,300.00	-100.00
Decorations	239.91	400.00	-160.09
Direct Party Expenses - Other	0.00	0.00	0.00
Total Direct Party Expenses	20,772.44	22,430.00	-1,657.56
Non Cash Expenses (In-Kind)			
In-Kind used for Gifts/Prizes	4,615.00	7,000.00	-2,385.00
In-Kind used for Party Expenses	297.00	250.00	47.00
Non Cash Expenses (In-Kind) - Other	0.00	0.00	0.00
Total Non Cash Expenses (In-Kind)	4,912.00	7,250.00	-2,338.00
Other Expenses			
Advertising/Printing	129.76	100.00	29.76
Fundraising Expenses	0.00	350.00	-350.00
PO Box Renewal Fees (12 months)	46.00	90.00	-44.00
Bank Fees	19.37	0.00	19.37
Volunteer Expenses	77.06	175.00	-97.94
Professional fees (tax prep)	346.50	0.00	346.50
Misc Expense	0.00	50.00	-50.00
Other Expenses - Other	0.00	0.00	0.00
Total Other Expenses	618.69	765.00	-146.31
Total Expense	26,303.13	30,445.00	-4,141.87
Net Income	3,215.10	1,400.50	1,814.60

8:31 PM

09/04/14

Tigard Turns the Tide Grad Night Celebration
Modified Cash Basis Assets & Liabilities
As of June 30, 2014

	<u>Jun 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
HomeStreet Checking Account	15,290.84
Total Checking/Savings	15,290.84
Other Current Assets	
Refund. cleaning deposit - site	1,050.00
Total Other Current Assets	1,050.00
Total Current Assets	16,340.84
TOTAL ASSETS	<u>16,340.84</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accounts Payable	46.00
Total Other Current Liabilities	46.00
Total Current Liabilities	46.00
Total Liabilities	46.00
Equity	
Unrestricted Net Assets	13,079.74
Net Income	3,215.10
Total Equity	16,294.84
TOTAL LIABILITIES & EQUITY	<u>16,340.84</u>

Prepared in my capacity as a volunteer and not as a CPA

COMMUNITY EVENTS FUNDING REQUEST

Due: February 12, 2015

Event Name:

Curtis Tigard 106th Birthday Celebration – April 11, 2015

THA Annual Meeting— June 13, 2015

Ice Cream Social— July 11, 2015

Apple Harvest— September 12, 2015

Victorian Christmas— December 12, 2015

Address: John Tigard House, Mailing address: P.O. Box 230402

City, State, Zip: Tigard, Oregon 97281

Contact Name: Karen Sadler-Fredd

Telephone Number: 503-620-5695 or Martha Worley at 503-747-9856

E-mail address: Sadfredd@hotmail.com

1. Request (express in whole dollar amounts only)

Cash \$1500.00

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

Total Request \$1500.00

2. Purpose of Funding Request:

Funding will help defray the costs of the annual events listed above.

3. How will this event benefit the Tigard Community?

The goals of each of the THA events are 1: To provide a venue where all family members can interact with other Tigard community families or individuals in a wholesome, safe environment. 2. To provide an event that will re-acquaint Tigard families with historical American community traditions. 3. To provide events where Tigard families can feel a connection with the community of Tigard and contribute toward the enrichment of the culture that is uniquely Tigard and feel like active participants in community life.

Our THA events have free admission so that no family member is prohibited by cost to attend. Each event provides a creative learning opportunity for children, and often there is a project they can make and take home. Most of our events take place on the grounds of the John Tigard House Museum. A docent-led tour of the House is a terrific opportunity for Tigard residents to learn about the founding of Tigardville and how it grew into today's Tigard.

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

Approximately 600 annually

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.

Karen Sadler-Freedl
K. Sadler-Freedl 2-11-15

Tigard Historical Association Operating Budget 2014-2015

Receipts

	2014	2015 Projected
Memberships	\$ 1,431.00	\$ 1,800.00
Whole Foods	\$ 200.00	\$ -
PGE community grant	\$ 400.00	\$ 200.00
Donations/gift shop/books	\$ 503.30	\$ 600.00
City of Tigard Grant	\$ 1,500.00	\$ 1,500.00
Other		
TOTAL	\$ 4,034.30	\$ 4,100.00

Expenditures

PO Box	\$ 62.00	\$ 62.00
Chrome Book	\$ 216.98	\$ -
Building repairs/maintenance	\$ 393.00	\$ 500.00
Collections, misc	\$ 134.17	\$ 500.00
Insurance	\$ 2,502.00	\$ 2,800.00
Alarm installation	\$ 417.00	\$ -
Office/postage/misc	\$ 352.44	\$ 500.00
State/dept of justice	\$ 86.00	\$ 90.00
Board training	\$ -	\$ 200.00
Printing/ newsletter	\$ 543.37	\$ 600.00
Events	\$ 835.67	\$ 900.00
Utilities	\$ 2,919.64	\$ 3,200.00
all other misc.	\$ 23.82	\$ 300.00
	\$ 8,486.09	\$ 9,652.00

Tigard Historical Association
Treasurer's Report
1/1/2014 - 3/31/2014

Preservation account

Beginning balance	\$	11,081.24
deposits		
interest	\$	12.28
expenditures	\$	-
Ending Balance	\$	11,093.52

General Fund

Beginning balance	\$	2,923.75
deposits		
memberships	\$	250.00
book sale	\$	20.00
interest	\$	0.94
refund of stamps	\$	59.75
TOTAL	\$	330.69
expenditures		
Arciform (short)	\$	158.00
newsletter	\$	94.26
events (xmas)	\$	28.95
utilities/alarm	\$	919.86
misc. supplies	\$	15.85
archival supplies/displays	\$	134.17
insurance	\$	1,298.00
office/misc supplies/postage	\$	60.88
TOTAL	\$	2,709.97
Ending balance	\$	544.47

Waddell and Reed

Beginning Balance	\$	212,444.05
Ending Balance	\$	214,453.23

Columbia Management

Beginning Balance	\$	30,391.16
Ending Balance	\$	30,753.20

Tigard Historical Association
 Treasurer's Report
 4/1/2014 - 6/30/2014

Preservation account

Beginning balance		\$	11,093.52
	deposits		
	interest	\$	11.85
	expenditures	\$	-
	xfer to checking	\$	1,000.00
Ending Balance		\$	10,105.37

General Fund

Beginning balance		\$	544.47
	deposits		
	memberships	\$	476.00
	xfer from preservation	\$	1,000.00
	PGE community grant	\$	400.00
	donation jar	\$	3.00
	book	\$	21.00
	C Tigard b-day	\$	94.00
	interest	\$	0.45
	TOTAL	\$	1,994.45
	expenditures		
	Chrome book	\$	216.98
	newsletter	\$	180.91
	events	\$	190.57
	utilities/alarm	\$	598.93
	Dept of Justice annual	\$	36.00
	office/misc supplies/postage	\$	49.00
	TOTAL	\$	1,272.39
Ending balance		\$	1,266.53

Waddell and Reed

Beginning Balance		\$	214,453.23
Ending Balance		\$	220,851.02

Columbia Management

Beginning Balance		\$	30,753.20
Ending Balance		\$	32,107.96

Tigard Historical Association
 Treasurer's Report
 7/1/2014 - 9/30/2014

Preservation account

Beginning balance	\$	10,105.37
deposits		
interest	\$	9.84
expenditures		
xfer to checking	\$	2,000.00
 Ending Balance	 \$	 8,115.21

General Fund

Beginning balance	\$	1,199.00	*ending 6/30 balance c
deposits			
memberships	\$	80.00	
xfer from preservation	\$	2,000.00	
Ice cream social	\$	115.80	
book/ sales	\$	80.00	
interest	\$	0.93	
 TOTAL	 \$	 2,276.73	
expenditures			
Bee contol NW	\$	235.00	
postage	\$	49.00	
newsletter	\$	151.58	
events	\$	421.21	
alarm installation	\$	417.00	
utilities/alarm	\$	640.05	
Corporation Division	\$	50.00	
office/misc supplies	\$	41.84	
TOTAL	\$	2,005.68	
 Ending balance	 \$	 1,470.05	

Waddell and Reed

Beginning Balance	\$	220,851.02
Ending Balance		*statement not yet received

Columbia Management

Beginning Balance	\$	32,107.96
Ending Balance	\$	32,455.36

Tigard Historical Association
Treasurer's Report
4th Qtr. 2014

Preservation account

Beginning balance	\$	8,115.21
deposits		
interest	\$	9.19
expenditures	\$	-
 Ending Balance	 \$	 8,124.40

General Fund

Beginning balance	\$	1,470.05
deposits		
memberships	\$	625.00
City of Tigard grant	\$	1,500.00
Fall harvest donations	\$	147.50
Charles Schwab	\$	53.15
Whole Foods	\$	200.00
book/ sales	\$	25.00
interest	\$	1.32
TOTAL	\$	2,551.97

expenditures

sign - Signscope	\$	130.00
holiday lighting	\$	60.82
Santa	\$	30.00
postage	\$	49.00
newsletter	\$	116.62
events -xmas	\$	34.94
insurance	\$	1,204.00
utilities/alarm	\$	760.80
alarm permit	\$	25.00
office/misc supplies	\$	86.87
TOTAL	\$	2,498.05

Ending balance	\$	1,523.97
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Waddell and Reed

Beginning Balance	\$	217,169.70
Ending Balance	\$	217,565.76

Columbia Management

Beginning Balance	\$	32,455.36
Ending Balance	\$	33,799.57

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Tigard Little League
 Address: PO Box 230359
 City, State, Zip: Tigard, Or 97281
 Contact Name: Jody McGinley
 Telephone Number: 503-545-8667
 E-mail address: Jody.McGinley@Safeway.com

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

Cash \$ 5,000

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

Total Request \$ 5,000

2. **Purpose of Funding Request:**

Tigard Little League has spent 20,594.55 upgrading our various fields in addition to 9875.56 on Cook Park in the 2014 Season which included 1 portable mound for baseball. We are purchasing an additional 50/70 Portable Mound in the current season as required to serve our Major level players. This cost is approximately 2500.00. We will also host a Little League All Star Tournament in 2015 – estimated costs are in the range of 3,000.

3. **How will this event benefit the Tigard Community?**

This money helps offset additional expenses needed to serve the local youth community in Tigard. We have continued to provide additional skills training, clinics, and coach training at no additional cost to our members from our general budget. The fields that we invest in are left in outstanding condition for other groups to use should they not be needed by TLL or school activities.

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

TLL serves approximately 600 families of youth baseball and softball players. We host a large opening day ceremony which is a large draw to the community.

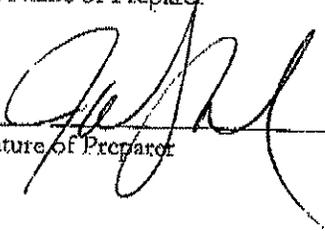
5. **Please submit the following information with this request:**

- 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.

Jody McGinley
Print Name of Preparer



Signature of Preparer

2-11-15
Date

Tigard Little League
Profit & Loss Budget vs. Actual
October 2013 through September 2014

	<u>Oct '13 - Sep 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
32001 · Registration Income				
100 · Spring	97,650.00	100,000.00	-2,350.00	97.65%
200 · Post Season	6,900.00	6,300.00	600.00	109.52%
300 · Fall	7,350.00	9,100.00	-1,750.00	80.77%
Total 32001 · Registration Income	111,900.00	115,400.00	-3,500.00	96.97%
43410 · Sponsorships	17,338.00	18,000.00	-662.00	96.32%
43450 · Misc Contributions				
3 · Scholarship donations	377.37	400.00	-22.63	94.34%
4 · Volunteer Matching	5,209.47	3,500.00	1,709.47	148.84%
Total 43450 · Misc Contributions	5,586.84	3,900.00	1,686.84	143.25%
46420 · FanWear	6,158.00	8,000.00	-1,842.00	76.98%
46430 · Miscellaneous Revenue				
91 · Photo Rebate	1,268.00	1,300.00	-32.00	97.54%
95 · Insurance Credit	351.40	351.40	0.00	100.00%
96 · Clinics	2,199.00	1,300.00	899.00	169.15%
97 · Concessions	4,672.60	6,500.00	-1,827.40	71.89%
98 · Interest	12.46	12.00	0.46	103.83%
99 · Misc Revenue	816.45	0.00	816.45	100.00%
Total 46430 · Miscellaneous Revenue	9,319.91	9,463.40	-143.49	98.48%
Total Income	150,302.75	154,763.40	-4,460.65	97.12%
Expense				
61000 · Education Expense				
400 · Education Baseball	750.00	2,000.00	-1,250.00	37.5%
500 · Education Softball	2,030.00	1,000.00	1,030.00	203.0%
Total 61000 · Education Expense	2,780.00	3,000.00	-220.00	92.67%
61500 · Field Maintenance				
12 · Cook Park Maintenance	9,875.56	7,500.00	2,375.56	131.67%
13 · Field Maintenance - All Other	20,594.55	13,000.00	7,594.55	158.42%
16 · Field Supplies Baseball	407.82	6,000.00	-5,592.18	6.8%
17 · Field Supplies Softball	949.42	2,000.00	-1,050.58	47.47%
Total 61500 · Field Maintenance	31,827.35	28,500.00	3,327.35	111.68%
62100 · Umpire Expense				
37 · Umpire Baseball	9,190.00	8,000.00	1,190.00	114.88%
38 · Umpire Softball	3,975.00	2,800.00	1,175.00	141.96%
39 · Umpire Fall Ball	1,715.00	1,400.00	315.00	122.5%
Total 62100 · Umpire Expense	14,880.00	12,200.00	2,680.00	121.97%
62800 · Equipment				
14 · Equipment - Baseball	9,728.25	7,500.00	2,228.25	129.71%
15 · Equipment - Softball	8,012.07	4,800.00	3,212.07	166.92%
Total 62800 · Equipment	17,740.32	12,300.00	5,440.32	144.23%
62850 · Rental Expense				
23 · Field Rental	13,304.63	13,300.00	4.63	100.04%
24 · Room Rentals	3,082.25	3,000.00	82.25	102.74%
25 · Storage Expense	4,680.00	4,800.00	-120.00	97.5%
26 · Sanitation	2,204.70	3,000.00	-795.30	73.49%
Total 62850 · Rental Expense	23,271.58	24,100.00	-828.42	96.56%
65000 · Operations				
27 · Web Site	2,627.98	4,200.00	-1,572.02	62.57%
29 · Credit Card Fees	2,926.06	3,200.00	-273.94	91.44%
45 · Printing	333.00	500.00	-167.00	66.6%
46 · Sponsorship Expense	1,535.00	1,000.00	535.00	153.5%
47 · Safety Supplies	0.00	400.00	-400.00	0.0%
49 · Telephone	504.60	500.00	4.60	100.92%
50 · Misc Expense	3,797.85	4,500.00	-702.15	84.4%
51 · Post Season Donations	5,000.00	0.00	5,000.00	100.00%
52 · Legal Expense	2,661.00	0.00	2,661.00	100.00%

Tigard Little League
Profit & Loss Budget vs. Actual
October 2013 through September 2014

	<u>Oct '13 - Sep 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 65000 · Operations	19,385.49	14,300.00	5,085.49	135.56%
65080 · Uniform Expense				
32 · Baseball	25,477.15	24,000.00	1,477.15	106.16%
33 · Softball	8,340.55	7,500.00	840.55	111.21%
34 · Post Season	10,485.10	16,000.00	-5,504.90	65.59%
35 · Fall Ball	2,365.35	2,800.00	-434.65	84.48%
Total 65080 · Uniform Expense	46,678.15	50,300.00	-3,621.85	92.8%
65090 · Scholarships	4,398.00	7,000.00	-2,602.00	62.83%
65100 · League Expenses				
18 · LL Charter	1,009.00	1,000.00	9.00	100.9%
18.5 · Insurance	4,721.00	4,721.00	0.00	100.0%
31 · Tournament Fees	4,874.00	6,500.00	-1,626.00	74.99%
31.5 · Tournament Hosting Expense	2,676.46	3,000.00	-323.54	89.22%
Total 65100 · League Expenses	13,280.46	15,221.00	-1,940.54	87.25%
65200 · Concessions				
20 · Concessions Cost of Goods	3,800.60	5,200.00	-1,399.40	73.09%
21 · Concession Repair - Equip	0.00	100.00	-100.00	0.0%
Total 65200 · Concessions	3,800.60	5,300.00	-1,499.40	71.71%
65300 · Fanwear Expense				
40 · Fanwear Baseball	3,766.15	4,000.00	-233.85	94.15%
41 · Fanwear Softball	1,271.20	2,000.00	-728.80	63.56%
Total 65300 · Fanwear Expense	5,037.35	6,000.00	-962.65	83.96%
Total Expense	<u>183,079.30</u>	<u>178,221.00</u>	<u>4,858.30</u>	<u>102.73%</u>
Net Ordinary Income	<u>-32,776.55</u>	<u>-23,457.60</u>	<u>-9,318.95</u>	<u>139.73%</u>
Net Income	<u><u>-32,776.55</u></u>	<u><u>-23,457.60</u></u>	<u><u>-9,318.95</u></u>	<u><u>139.73%</u></u>

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: Tigard Safety Town
Address: PO Box 230726
City, State, Zip: Tigard, OR 97281-0726
Contact Name: Andrea Nichols
Telephone Number: 503-684-6621
E-mail address: andreaknichols@yahoo.com

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

Cash	\$4,000
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	_____
Total Request	\$4,000

2. **Purpose of Funding Request:**

See Attached

3. **How will this event benefit the Tigard Community?**

See Attached

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

See Attached

5. **Please submit the following information with this request:**

- 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.
- Audit report or financial statements for the last fiscal year.
- Articles of Incorporation.*
- 501(c)(3) status.*
- Organization Bylaws*

**Tigard Safety Town
Financial Statement
2015 Budget Year**

	2015 Budget	2015 Actual
INFLOWS		
Donations Received	4400	0
Grants	4000	0
Tuition	9300	0
TOTAL INFLOWS	\$17,700.00	\$0.00
Financial Aid - Scholarships	300	0
OUTFLOWS		
Bank Charges	0	
Board Expenses	500	0.00
Equipment	600	0.00
Gift Certificates - Student Helpers	960	0.00
Gifts - Speakers	250	0.00
Gifts - Sponsors	200	
Insurance	1000	0.00
Maintenance : House and Car	100	0.00
Maintenance : Painting Blacktop	0	
Miscellaneous	200	0.00
Post Office Box Rental	90	0.00
Payroll Expenses	3900	0.00
Postage	100	0.00
Printing	400	0.00
Publicity	150	
Donor Signage	600	
Rent	3600	0.00
Supplies		
Art Supplies	150	0.00
Lanyards		
Office Supplies	100	0.00
Supplies/Other	200	
Registration	50	0.00
Student Instructor Party	150	0.00
T-shirts	1500	0.00
Tax and Licenses	60	0.00
Website Set-up and Maintenance	200	0.00
TOTAL OUTFLOWS	\$15,060.00	\$0.00
NET CASH INFLOW (OUTFLOWS)	\$2,640.00	\$0.00
BEGINNING CASH	\$24,489.02	\$24,489.02
ENDING CASH	\$27,129.02	\$24,489.02

**Tigard Safety Town
Financial Statement
2014 Budget Year**

	2014 Budget	2014 Actual
INFLOWS		
Donations Received	3000	4493.75
Grants	4000	4000
Tuition	9300	9015
TOTAL INFLOWS	\$16,300.00	\$17,508.75
Financial Aid - Scholarships	300	260
OUTFLOWS		
Bank Charges	0	
Board Expenses	450	588.23
Equipment	450	1170.64
Gift Certificates - Student Helpers	960	960.00
Gifts - Speakers	200	231.62
Gifts - Sponsors	200	
Insurance	1000	772.00
Maintenance : House and Car	100	80.96
Maintenance : Painting Blacktop	0	
Miscellaneous	200	23.52
Post Office Box Rental	90	92.00
Payroll Expenses	3800	3800.00
Postage	100	10.90
Printing	400	320.00
Publicity	150	
Donor Signage	600	
Rent	3500	3561.00
Supplies		
Art Supplies	150	243.16
Lanyards		
Office Supplies	100	148.77
Supplies/Other	200	
Registration	50	15.08
Student Instructor Party	150	80.00
T-shirts	1400	1417.00
Tax and Licenses	60	60.00
Website Set-up and Maintenance	200	226.82
TOTAL OUTFLOWS	\$14,610.00	\$13,801.70
NET CASH INFLOW (OUTFLOWS)	\$1,690.00	\$3,707.05
BEGINNING CASH	\$20,781.97	\$20,781.97
ENDING CASH	\$22,471.97	\$24,489.02

Community Events Funding Request – Tigard Safety Town

- 1- The purpose of the funding request is to help maintain a relatively low cost program for participants. Tigard Safety Town is dedicated to providing a quality program that is affordable for families. In 2011 and 2012 the cost to operate Tigard Safety Town increased. The projected cost to operate in the 2015 exceeds our cost in 2014. We would like to use the city funds to offset the recent increase in charges we have incurred from the Tigard Tualatin School District for the use of Mary Woodward Elementary.
- 2- Tigard Safety Town benefits the Tigard community by providing safety instruction to kindergarteners and first graders. Safety Town is a nine day program that teaches children ages 5 and 6 about safety through the use of live speakers, films, art projects, music and hands on activities such as riding Kett Cars in our own little Safety Town. Children learn about bicycle, pedestrian, water, home, fire, electrical, and personal safety. The community based, volunteer program partners with organizations such as the Tigard Police Department, Tualatin Valley Fire Department, PGE, and Poison Prevention to provide meaningful safety instruction to young children. In addition to providing safety instruction to incoming kindergarteners and incoming first graders, we provide service opportunities for middle school students. Approximately 20 middle school students are interviewed and trained by our certified teachers to serve as students instructors. Many of the student instructors participated in Tigard Safety Town as 4-6 year olds and return to serve other children. In 2012 Tigard Safety Town celebrated its 40th year serving the children and youth in our community. Tigard Safety Town is coordinated each year by a committed group of parent volunteers who serve on the Board of Directors.
- 3- We anticipate 170 Tigard residents will participate in the program.
- 4- Supplemental financial information. Tigard Safety Town has been saving and planning for capital improvements. We also carry a balance in the event that unexpected expenses arise as they did recently with the increase in rent from Tigard Tualatin School District. Our commitment is to keep the program cost for participants low, while still providing a quality safety program.

* 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.

Andrea Nichols

Print Name of Preparer

Andrea Nichols

Signature of Preparer

1-20-15

Date

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

**Tualatin Valley Community Band FY-2015
Community Event Funding Request**

Event Name: Tualatin Valley Community Band – <http://www.tvcb.org>
Address: P.O. Box 230773, Tigard, Oregon 97281-0773

Contacts: Phillip Pasteris, Board President, 503-639-9740 (h),
503-201-6908 (c) phil.pasteris@frontier.com
Steve Heuser, Music Director, 503-691-1446 (h),
503-680-1768 (c) Steve@Steveheuser.com

1. Request

Cash	\$2,000
In-kind Services	Use of the Cook Park Bishop-Scheckla Structure for weekly rehearsals during June and July and a free July public concert.
Total Request	\$2,000

2. Purpose of Funding Request:

The Tualatin Valley Community Band (TVCB) is requesting a grant of \$2,000 in order to defray the costs of performing free public concerts for the Tigard community.

TVCB is a State of Oregon recognized nonprofit and federal 501(c)(3) organization with a three-fold mission (1) to provide high quality, live, concert band public music performances for civic and educational functions, (2) to provide an opportunity for musicians of all ages and ethnic backgrounds to perform music, and (3) to foster music education by providing individual scholarships and donations to music education programs. TVCB was formed in 1989 and has been under the direction of Steve Heuser since 1991. TVCB has approximately 70 members ranging in age from teens to 80s.

The total funds requested from the City of Tigard will be distributed as follows:

- \$1,400 - Liability, abuse, and molestation insurance necessary to perform free public concerts in Tigard.
- \$600 - Tigard/Tualatin High School Auditorium rental for free public concerts.

3. How will this event benefit the Tigard Community?

TVCB provides Tigard with public concerts that raise the awareness of the Arts in our community. TVCB also supports the Tigard-Tualatin school system by providing students a no-cost opportunity to participate and extend their musical training through involvement in a musical organization during non-school hours. During 2014, TVCB provided the following free public events in the Tigard – Portland metropolitan area:

1. "Holiday Harmonies" – Tigard High School, Tigard, OR, December 7, 2014
2. "Halloween Concert," Tigard Public Library, Tigard, OR, October 26, 2014
3. "Summer Music Under the Trees" - Cook Park, Tigard, OR, July 20, 2014
4. 4th of July Fireworks! - Tigard High School, Tigard, OR, July 4, 2014
5. "Curtis Tigard's 105th Birthday Celebration," Tigard Public Library, Tigard, OR, April 13, 2014
6. "Music is for Life!" Rolling Hills Community Church, Tualatin, OR, February 23, 2014

The TVCB plans to provide a similar number of performances in 2015 using a variety of venues in the Tigard area. Our Cook Park summer rehearsals are open to the public every Tuesday evening. Our schedule is available on the TVCB webpage www.tvcb.org.

4. How many Tigard residents do you anticipate participating in these events?

Several thousand Tigard residents attend the Fourth of July concert; several hundred attend each of our indoor high school concerts and our July Cook Park concert. Our Publicity committee works closely with the City of Tigard and all media outlets to publicize upcoming concerts. We are actively searching for opportunities to perform for school and city events.

5. Financial Information

Figure 1 TVCB HomeStreet Bank Account Balances as of 12/31/2013

Account Balances - As of 12/31/2013	
As of 12/31/2013	
Account	12/31/2013 Balance
Bank Accounts	
CD at HomeStreet	0.00
Checking	0.00
Checking HomeStreet	25,001.77
TOTAL Bank Accounts	25,001.77
Cash Accounts	
Festival Tapes	0.00
TOTAL Cash Accounts	0.00
Asset Accounts	
Band Shirts	215.00
Folios	97.51
Music fund	35.00
TOTAL Asset Accounts	347.51
Liability Accounts	
Instrument Fund	-20.00
JW Pepper Music	0.00
Scholarshp Fund	-2,874.82
Sheet Music Svc	0.00
TOTAL Liability Accounts	-2,894.82
OVERALL TOTAL	22,454.46

Figure 21 TVCB HomeStreet Bank Account Balance as of 1/1/2015

Account Balances - As of 1/1/2015	
As of 1/1/2015	
Account	1/1/2015 Balance
Bank Accounts	
CD at HomeStreet	0.00
Checking	0.00
Checking HomeStreet	25,871.90
TOTAL Bank Accounts	25,871.90
Cash Accounts	
Festival Tapes	0.00
TOTAL Cash Accounts	0.00
Asset Accounts	
Band Shirts	378.00
Folios	55.72
Music fund	0.00
TOTAL Asset Accounts	433.72
Liability Accounts	
Instrument Fund	-20.00
JW Pepper Music	-74.99
Scholarshp Fund	-3,044.82
Sheet Music Svc	0.00
TOTAL Liability Accounts	-3,139.81
OVERALL TOTAL	23,165.81

Figure 2 TVCB CY 2014 Cash Flow (Income, Expenditures, and Transfers)

Itemized Categories - Last year							Page 1
1/1/2014 through 12/31/2014							
1/13/2015	Date	Account	Num	Description	Memo	Cir	Amount
	INCOME						7,873.51
	Donations						7,663.76
	2/28/2014	Checking Ho...	DE...	Music Is For Life Donations	Susan Lamb	R	100.00
	5/13/2014	Checking Ho...	DEP	Deposit	Intel Donation	R	3,915.00
	6/30/2014	Checking Ho...	DE...	MISC	Extra Subway money	R	1.00
	7/7/2014	Checking Ho...	DEP	City of Tigard	Donation	R	2,000.00
	7/9/2014	Checking Ho...	DE...	Misc	Tigard 4th of July	R	250.00
	7/21/2014	Checking Ho...	DEP	Concert Donations	July 20 concert in the park	R	224.20
	10/28/2014	Checking Ho...	DE...	Concert Donations	Finnerty	R	20.00
	12/5/2014	Checking Ho...	DE...	Donation	Darlene & Louis Balmer	R	50.00
	12/8/2014	Checking Ho...	DE...	Dec 7 Concert Donations	Douglas Walters	R	20.00
					Ken Dickson	R	25.00
					Jane Massett	R	25.00
					Cash	R	893.00
	12/31/2014	Checking Ho...	DE...	Donation	Kelth Olsen	R	100.00
	Membership						40.56
	1/18/2014	Checking Ho...	DE...	Amber Young	Amber Young	R	5.07
	2/11/2014	Checking Ho...	DE...	Misc	Farrell	R	5.07
					Buslach	R	5.07
	4/27/2014	Checking Ho...	DE...	Gabby Woodworth (membership)	Woodworth	R	5.07
	6/10/2014	Checking Ho...	DE...	Member Fee	Greenfield	R	5.07
	6/30/2014	Checking Ho...	DE...	MISC	Tom Wiederrecht	R	5.07
					Dan Gradin	R	5.07
	10/28/2014	Checking Ho...	DE...	Member Fee	Greenfield	R	5.07
	Inf Inc						49.03
	1/28/2014	Checking Ho...		Interest Earned		R	4.03
	2/28/2014	Checking Ho...		Interest Earned		R	3.57
	3/31/2014	Checking Ho...		Interest Earned		R	3.99
	4/30/2014	Checking Ho...		Interest Earned		R	3.81
	5/30/2014	Checking Ho...		Interest Earned		R	3.96
	6/30/2014	Checking Ho...		Interest Earned		R	3.92
	7/30/2014	Checking Ho...		Interest Earned		R	4.28
	8/30/2014	Checking Ho...		Interest Earned		R	4.36
	9/30/2014	Checking Ho...		Interest Earned		R	4.19
	10/30/2014	Checking Ho...		Interest Earned		R	4.31
	11/30/2014	Checking Ho...		Interest Earned		R	4.16
	12/31/2014	Checking Ho...		Interest Earned		R	4.45
	Music Foto						55.72
	6/10/2014	Checking Ho...	DE...	Member Fee	Greenfield	R	13.93
	6/30/2014	Checking Ho...	DE...	MISC	Tom Wiederrecht	R	13.93
					Dan Gradin	R	13.93
	10/28/2014	Checking Ho...	DE...	Member Fee	Greenfield	R	13.93
	Shirt Sales						105.00
	6/10/2014	Checking Ho...	DE...	Member Fee	Greenfield	R	21.00
	6/30/2014	Checking Ho...	DE...	MISC	Tom Wiederrecht	R	21.00
					Dan Gradin	R	21.00
	7/9/2014	Checking Ho...	DE...	Misc	Robert Bruce	R	21.00
	10/28/2014	Checking Ho...	DE...	Member Fee	Greenfield	R	21.00
	EXPENSES						-6,066.09
	Ads						-129.20
	1/2/2014	Checking Ho...	719	Community Newspapers	Advertisements for Dec Concert	R	-129.20
	Business Operations						-725.35
	3/7/2014	Checking Ho...	722	Corporation Division		R	-50.00
	3/23/2014	Checking Ho...	724	Oregon Dept Of Justice		R	-18.00
	Insurance						-490.00
	4/19/2014	Checking Ho...	725	Liberty Mutual Insurance		R	-490.00
	Office Supplies						-98.15
	2/11/2014	Checking Ho...	721	Chris Lewis	Library Supplies	R	-9.29
	5/27/2014	Checking Ho...	728	Chris Lewis	Library Supplies	R	-43.95
	8/2/2014	Checking Ho...	731	Chris Lewis	Library Supplies-folders	R	-44.91
	P O Box Rent						-60.00

Itemized Categories - Last year

1/1/2014 through 12/31/2014

1/13/2015	Date	Account	Num	Description	Memo	Clr	Amount
	1/23/2014	Checking Ho...	CCP	USPS PO Box Rental		R	-60.00
							-9.20
							-9.20
	1/22/2014	Checking Ho...	CCP	USPS- Stamps		R	-9.20
							-3,191.57
							-70.07
	10/28/2014	Checking Ho...	733	Ronnie Patton	concert Programs	R	-70.07
	12/2/2014	Checking Ho...	734	Rich Rohrich	Concert Advertising - Dec 7		-49.75
							-1,824.75
							-527.50
	1/2/2014	Checking Ho...	720	TTSD	TuHS Rental for June 6, 2013 concert	R	-527.50
	5/20/2014	Checking Ho...	727	TTSD	June 2, 2013 concert	R	-479.25
	6/29/2014	Checking Ho...	730	OCCA - Newport Concert Venue	Hall rental and technical staff	R	-250.00
	12/2/2014	Checking Ho...	735	Tigard Tualatin School District	Dec 7 Concert facility		-568.00
							-1,247.00
							-624.00
	5/28/2014	Checking Ho...	CCP	Blue Star Charters	Newport Concert Trip	R	-624.00
	6/18/2014	Checking Ho...	CCP	Blue Star Charters	Newport Concert Trip-final payment	R	-623.00
							0.00
							-195.00
	6/29/2014	Checking Ho...	729	Subway	Lunch at Newport concert	R	-195.00
	6/30/2014	Checking Ho...	DE...	MISC	Lunch Money- Subway	R	195.00
							-1,500.00
							-1,500.00
							-470.00
							-70.00
	7/7/2014	JW Pepper	Order #14A56121	Band o Ween		-70.00
					House of Horrors		-75.00
					Hocus Pocus		-70.00
					Ritual Fire dance		-65.00
					Sorcers App		-60.00
					Starlight		-70.00
					Unquiet Spirits		-120.00
	8/1/2014	JW Pepper	Order #14A56121-1	Unquiet Spirits		-120.00
	9/29/2014	JW Pepper	Order 50R25144 INV 14545498	Return Unquiet Spirits		120.00
	12/18/2014	JW Pepper	Order# 14a70179	Captain America March		-60.00
							-49.97
							-19.99
	7/7/2014	JW Pepper	Order #14A56121	S&H Halloween Music		-19.99
	7/14/2014	JW Pepper	Order 14A56376 INV 14544568	14544568		-14.99
	12/18/2014	JW Pepper	Order# 14a70179	14.99		-14.99
							0.00
							361.26
							-42.00
	2/11/2014	Checking HomeStreet		Band Shirts	Misc	Farrell	-42.00
	3/23/2014	Checking Ho...	DEP	Membership - Ann Thompson	Partial membership fee		-21.00
	4/22/2014	Checking Ho...	726	Lone Mountain Sportswear			226.00
	4/27/2014	Checking Ho...	DE...	Gabby Woodworth (membership)	Woodworth		-21.00
	1/18/2014	Folios		Amber Young	Amber Young		-13.93
	2/11/2014	Folios		Misc	Farrell		-27.86
	4/27/2014	Folios		Gabby Woodworth (membership)	Woodworth		-13.93
	8/7/2014	JW Pepper	J.W. Pepper	INV 14544568		209.99
	9/10/2014	JW Pepper	J.W. Pepper	14544254		234.99
	2/28/2014	Scholarshp F...		Music Is For Life Donatons	Laura Holmes		-170.00
							-142.00
							21.00
	2/11/2014	Checking Ho...	DE...	Misc	Farrell	R	21.00
					Buslach	R	21.00
	3/23/2014	Checking Ho...	DEP	Membership - Ann Thompson	Partial membership fee	R	21.00
	4/22/2014	Checking Ho...	726	Lone Mountain Sportswear		R	-226.00
	4/27/2014	Checking Ho...	DE...	Gabby Woodworth (membership)	Woodworth	R	21.00
							55.72
							13.93
	1/18/2014	Checking Ho...	DE...	Amber Young	Amber Young	R	13.93
	2/11/2014	Checking Ho...	DE...	Misc	Farrell	R	13.93
					Buslach	R	13.93
	4/27/2014	Checking Ho...	DE...	Gabby Woodworth (membership)	Woodworth	R	13.93
							-444.98
							-209.99
	8/7/2014	Checking Ho...	732	J.W. Pepper	INV 14544568	R	-209.99
	9/10/2014	Checking Ho...	CCP	JW Pepper	14544254	R	-234.99
							170.00
							25.00
	2/28/2014	Checking Ho...	DE...	Music Is For Life Donatons	Laura Holmes	R	25.00
					Linda Saxton	R	100.00

Itemized Categories - Last year							Page 3
1/1/2014 through 12/31/2014							
1/13/2015	Date	Account	Num	Description	Memo	Clr	Amount
				Susan Lamb		R	20.00
				CASH		R	25.00
OVERALL TOTAL							1,887.42

CY 2014 Budget notes as follows:

1. Major Revenue Sources CY 2014

- a. City of Tigard \$2,000, Tigard 4th of July Committee \$250, Intel Corp. \$3,915, Free Will Donations \$1,457, Oregon Arts Commission \$1,000, Doug Saxton Scholarship donations \$170.

2. Major Expenses CY 2014

- a. TTSD and Newport, OR auditorium rental, \$1,825, Twality Band Room soundproofing, \$1,500, Music Purchases \$470, Insurance, \$490, Charter Bus rental, \$1,247 for Newport, Oregon concert, Printing and advertising, \$250.
- b. Scholarship: No applications received for scholarship awards during 2014.

3. Year ending/beginning cash balances shown in Figures 1 and 2.

4. Authorized positions are as follows: Phil Pasteris, Board President; Tim Roberts; Secretary; Phil DeLuca, Treasurer. Board members include Steve Heuser, TVCB Music Director; Chris Lewis, Librarian; Lonn Aldridge, TVCB Past President (2008-2009), Barry Albertson, TTSD School Board; Lee Boekelheide TVCB Past Treasurer; Bob Erickson, Lisa Hasuike, Twality Band Director; Sue Lamb, Past President (2009-2012), Ken Scheckla, Former Tigard City Council Member, Chris Lewis, TVCB Librarian; Steve Norcross, TVCB Member; Matt McKenzie, TVCB Member. All positions are uncompensated.

Figure 3 TVCB 2014 Cash Flow and Board Adopted 2015 Cash Flow Budget

TVCB CASH FLOW PLANNING BUDGET 2015		
	Actual FY- 2014	Proposed FY- 2015
2/4/2015		
GENERAL FUND START YEAR BALANCE	\$24,620.07	\$26,489.65
INCOME		
CD Archive Sales	\$0.00	\$0.00
Donations	\$7,663.76	\$7,250.00
Folio Purchase By Members	\$55.72	\$55.00
TVCB Shirt Purchase by Members	\$105.00	\$100.00
TVCB Member Donations	\$40.56	\$50.00
Interest Income Checking	\$49.03	\$50.00
Replacement Music		
TOTAL INCOME	\$7,914.07	\$7,505.00
EXPENSES		
Ads - Publicity	\$129.20	\$250.00
Business Operations (State of Oregon)	\$68.00	\$68.00
Insurance	\$490.00	\$490.00
Office Supplies	\$98.15	\$98.15
P O Box Rent	\$60.00	\$62.00
Postage	\$9.20	\$10.00
CD Costs (Concert Recording)		
Entry Fees		\$100.00
Rent Paid (Concerts)	\$1,824.75	\$700.00
Concert Expenses Road Trip	\$1,247.00	\$1,600.00
Music Performance Rights		\$275.00
Printing	\$119.82	\$119.82
TVCB Shirts		
Music Purchases	\$470.00	\$600.00
Music shipping	\$49.97	\$50.00
Shipping (music return)		
Folios		
Donations To TTSD	\$1,500.00	\$500.00
Misc. (audio system)		
TOTAL EXPENSES	\$6,066.09	\$4,922.97
(INCOME-EXPENSES)	\$1,847.98	\$2,582.03
GENERAL FUND BALANCE	\$26,468.05	\$29,071.68
SCHOLARSHIP FUND		
Starting Balance	\$2,874.82	\$3,044.82
Interest Income CD Scholarship	\$0.00	\$20.00
Scholarship Donations	\$170.00	\$240.00
Total Income	\$170.00	\$260.00
Expenses	\$0.00	\$1,000.00
Ending Balance	\$3,044.82	\$2,304.82
NET BALANCE CHANGE	\$170.00	-\$740.00

5.b Financial Statements

The TVCB FY-2014 check register from Quicken is in Figure 3.

5.c Articles of Incorporation

Articles of Incorporation are on file with the City of Tigard.

5.d 501(c)(3) Status

TVCB obtained a federal tax-exempt designation on November 21, 2001. This document is on file with the City of Tigard. The TVCB Employer Identification Number is 93-1168909 and our DLN Number is 17053299033021.

5.e Organizational By-laws

By-laws are on file with the City of Tigard. No changes were made during CY-2014.

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

COMMUNITY EVENTS FUNDING REQUEST

Community Event is an activity that is of short duration that brings together the citizens of Tigard for entertainment and/or educational purposes in a public setting.

Due: February 12, 2015

Event Name: WashCo BTC 's Tigard Tour de Parks 2015 _____
Address: 137 NE 3rd Avenue
City, State, Zip: Hillsboro OR 97123
Contact Name: Steve Boughton
Telephone Number: 503-367-8217
E-mail address: chair@washcobtc.org

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

Cash	\$1700
In-Kind Services-hours (use of city property, city staff support, etc. Please explain the services requested on a separate sheet)	4 hours _____
Total Request	\$1700

2. **Purpose of Funding Request:**

This request is meant to partially fund the second Tigard Tour de Parks, a family biking event in conjunction with the Tigard Street Fair, in partnership with the Tigard Downtown Association.

3. **How will this event benefit the Tigard Community?**

This event will involve families and children in a fun biking event; it will show off the parks parts of the city many residents are not aware of; it will encourage the use of bikes instead of cars to travel in the city; it will foster positive partnerships and help city businesses.

In addition, by partnering with the City to have a walking event on the same day, we can promote the walkability goals of the city on a far larger scale than we would otherwise have. (Note: The walking event will be organized by others, and is not part of this request).

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

The event in 2014 was the first TDP held in Tigard, and was organized on a tight timeframe and budget. The event drew 60 people and was a great success. We would expect 100-120 participants this year, almost all Tigard residents.

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.
Both a. and b. are attached. Items c, d, and e are not required this year.

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

Stephen C Boughton

Print Name of Preparer



Signature of Preparer

10 Feb 2015

Date

In Kind Services Description

The city provided hours requested for the Tigard Tour de Parks is for generating and printing a route-map for the participants. This service was provided for last years event, and was valuable to the riders.

Washington County Bicycle Transportation Coalition

2014 Budget

Jan - Dec 14

Beginning Balance 1/1/2014		<u>\$ 13,098.00</u>
Ordinary Income/Expense		
Income		
400 · Contributons/Donations		11,311.00
405 · Membership Dues		1,880.00
410 · Grant Revenue		400.00
415 · Education Class Revenue		550.00
420 · Program Revenue		1,350.00
426 · Fiscal Sponsorship-Revenue		219.00
435 · Event Income		1,000.00
450 · Retail Income		<u>60,715.00</u>
Total Income		77,425.00
Expense		
508 · Business License and Taxes		95.00
515 · Organizational Development		200.00
521 · Accounting/Legal Fees		1,443.00
522 · Education Class Expenses		168.00
527 · Program Expenses		326.00
528 · Fiscal Sponsorship		5,517.00
Total 540 · Insurance		1,806.00
557 · Printing and Copying		379.00
560 · Retail Expenses		20,409.00
565 · Office Supplies		804.00
Total 580 · General Operating Expenses		17,604.00
587 · Uniforms		0.00
Total 590 · Payroll Expenses		29,618.00 .75 FTE
600 · Miscellaneous		264.00
601 · Fundraising Expenses		<u>288.00</u>
Total Expense		<u>78,921.00</u>
Net Ordinary Income		<u>-1,496.00</u>
Net Income		<u>-1,496.00</u>
Ending Balance Projection 1/31/2014		<u>\$ 11,602.00</u>

WashCo BTC Financials				
P&L Comparisons			Jan - Dec 14	Jan - Dec 13
Ordinary Income/Expense				
Income				
400 · Contributons/Donations				
401 · Corporate/Govt			0.00	7,543.95
402 · Social/Civic/Business			1,250.00	830.75
403 · Individual Donations			5,722.16	4,834.87
404 · Donations-Adopt a Bike			1,716.39	960.00
Total 400 · Contributons/Donations			8,688.55	14,169.57
405 · Membership Dues				
406 · Individual/Family			1,037.41	2,053.00
405 · Membership Dues - Other			265.79	429.15
Total 405 · Membership Dues			1,303.20	2,482.15
410 · Grant Revenue				
412 · Corporate			6,130.00	0.00
413 · City/Government			1,400.00	2,000.00
Total 410 · Grant Revenue			7,530.00	2,000.00
415 · Education Class Revenue				
416 · Parks and Recreation Depts			0.00	500.00
418 · Other			300.00	300.00
Total 415 · Education Class Revenue			300.00	800.00
426 · Fiscal Sponsorship-Revenue			231.93	8,475.00
430 · Recycling Revenue			597.05	687.93
435 · Event Income				
436 · Sponsorships			0.00	2,700.00
438 · Other			1,215.00	0.00
439 · TdP Sales/Registration			0.00	1,681.65
435 · Event Income - Other			239.35	0.00
Total 435 · Event Income			1,454.35	4,381.65
450 · Retail Income				
451 · AAB			0.00	1,750.00
452 · Bicycles			23,579.00	28,195.90
453 · Parts			10,696.25	10,458.50
454 · Helmets			813.00	1,595.95
456 · Accessories			6,743.00	7,006.20
457 · Labor			8,444.50	8,628.00
459 · Rubber			5,022.61	3,549.00
450 · Retail Income - Other			2,808.57	1,626.39
Total 450 · Retail Income			58,106.93	62,809.94
460 · Consignment Expense			-2,107.70	-2,330.40

WashCo BTC Financials			
P&L Comparisons		Jan - Dec 14	Jan - Dec 13
Total Income		76,104.31	93,475.84
Expense			
508 · Business License and Taxes		95.00	95.00
510 · Refunds / Cash over/short		428.00	846.00
515 · Organizational Development			
517 · Conference, Convention, Meeting		17.98	10.77
519 · Staff Training		43.99	0.00
515 · Organizational Development - Other		41.00	185.65
Total 515 · Organizational Development		102.97	196.42
521 · Accounting/Legal Fees		1,505.00	1,512.50
522 · Education Class Expenses			
526 · Printing/Copying Educ Class		0.00	75.00
522 · Education Class Expenses - Other		100.00	0.00
Total 522 · Education Class Expenses		100.00	75.00
527 · Program Expenses		145.80	31.93
528 · Fiscal Sponsorship		6,130.00	0.00
529 · Depreciation Expenses		0.00	863.50
530 · Event Expenses			
531 · Advertising/Promo		311.49	446.46
534 · Permit/Fees		0.00	118.00
530 · Event Expenses - Other		1,241.02	1,260.44
Total 530 · Event Expenses		1,552.51	1,824.90
533 · Equipment Rental		149.22	214.79
535 · Equipment (under \$500)		0.00	99.96
536 · Community Contributions		0.00	50.00
540 · Insurance			
541 · Business Insurance		841.75	1,428.50
542 · D&O Insurance		0.00	575.00
Total 540 · Insurance		841.75	2,003.50
557 · Printing and Copying		722.14	447.32
560 · Retail Expenses			
561 · Cost of Goods Sold		0.00	2,969.23
562 · Tools and Equipment		29.96	0.00
564 · Helmets		469.70	849.40
566 · Accessories/Parts		17,623.96	19,980.02
Total 560 · Retail Expenses		18,123.62	23,798.65
565 · Office Supplies		441.45	768.29
577 · Travel		100.00	70.00
580 · General Operating Expenses			

WashCo BTC Financials		
	P&L Comparisons	
	<u>Jan - Dec 14</u>	<u>Jan - Dec 13</u>
581 · Facility Rent	11,857.00	11,393.48
582 · Utilities	2,849.67	2,667.47
583 · Telephone, Telecommunications	1,267.54	1,331.80
584 · Maintenance&Repair	567.87	709.60
585 · Postage, Mailing Service	147.00	138.29
586 · Shop Supplies	368.34	497.83
588 · Books, Subscriptions, Reference	356.38	121.38
589 · Bank Fees	1,349.55	2,211.98
Total 580 · General Operating Expenses	18,763.35	19,071.83
587 · Uniforms	0.00	640.34
590 · Payroll Expenses		
592 · Salaries/Professional Expenses	20,735.44	25,000.00
597 · Payroll Tax&W/comp Expense	6,193.80	4,940.44
598 · Payroll Service	1,294.90	1,170.29
Total 590 · Payroll Expenses	28,224.14	31,110.73
601 · Fundraising Expenses	0.00	190.60
610 · Fiscal Sponsorship Expenses	0.00	7,627.50
Total Expense	77,424.95	91,538.76
Net Ordinary Income	-1,320.64	1,937.08
Other Income/Expense		
Other Income		
801 · Interest Income	20.81	16.01
805 · Misc Income	101.30	0.00
Total Other Income	122.11	16.01
Net Other Income	122.11	16.01
Net Income	-1,198.53	1,953.09

AIS-2171

3. A.

Business Meeting

Meeting Date: 03/10/2015

Length (in minutes): Consent Item

Agenda Title: Receive and File: Council Calendar and Council Tentative Agenda

Submitted By: Carol Krager, City Management

Item Type: Receive and File

Meeting Type: Consent -
Receive and
File

Public Hearing: No

Publication Date:

Information

ISSUE

Receive and file the Council Calendar and the Tentative Agenda for future council meetings.

STAFF RECOMMENDATION / ACTION REQUEST

No action is requested; these are for information purposes.

KEY FACTS AND INFORMATION SUMMARY

Attached are the Council Calendar and the Tentative agenda for future Council meetings.

OTHER ALTERNATIVES

N/A

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

N/A

DATES OF PREVIOUS COUNCIL CONSIDERATION

N/A - Receive and File Items

Attachments

Three-month Council Calendar

Tentative Council Meeting Agenda



MEMORANDUM

TO: Honorable Mayor & City Council/City Center Development Agency Board

FROM: Carol A. Krager, City Recorder

RE: Three-Month Council/CCDA Meeting Calendar

DATE: March 3, 2015

March

3	Tuesday	City Center Development Agency/City Council Meeting – 6:30 p.m., Town Hall
10*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall
17*	Tuesday	Council Workshop/Business Meeting – 6:30 p.m., Town Hall
24*	Tuesday	Council Business/City Center Development Agency Meeting – 6:30 p.m., Town Hall

April

7	Tuesday	City Center Development Agency Meeting – 6:30 p.m., Town Hall
14*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall
20	Monday	Budget Committee Meeting– 6:30 p.m., Public Works Auditorium
21*	Tuesday	Council Workshop Meeting – 6:30 p.m., Town Hall
27	Monday	Budget Committee Meeting– 6:30 p.m., Public Works Auditorium
28*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall

May

4	Monday	Budget Committee Meeting– 6:30 p.m., Public Works Auditorium
5	Tuesday	City Center Development Agency Meeting – 6:30 p.m., Town Hall
11	Monday	Budget Committee Meeting– 6:30 p.m., Public Works Auditorium
12*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall
19*	Tuesday	Council Workshop Meeting – 6:30 p.m., Town Hall
26*	Tuesday	Council Business Meeting – 6:30 p.m., Town Hall

Regularly scheduled Council meetings are marked with an asterisk (*).

Meeting Banner Business Meeting
 Study Session Special Meeting
 Consent Agenda Meeting is Full
 Workshop Meeting CCDA Meeting

City Council Tentative Agenda
3/2/2015 10:07 AM - Updated

Form #	Meeting Date	Submitted By	Meeting Type	-----Title-----	Department	Inbox or Finalized
1988	03/10/2015	Carol Krager	AAA	March 10, 2015 Business Meeting Councilors Woodard and Goodhouse Absent		
2051	03/10/2015	Norma Alley	ACCSTUDY	15 Minutes - Council Liaison Reports - CDBG Grant Awards	City Management	12/16/2014
2011	03/10/2015	Liz Lutz	ACCSTUDY	30 Minutes - Review of 2015 Community Grant Funding Requests	Financial and Information Services	03/02/2015
Total Time: 45 of 45 Minutes Scheduled STUDY SESSION FULL						
2171	03/10/2015	Carol Krager	ACONSENT	Consent Item - Receive and File: Council Calendar and Council Tentative Agenda	City Management	02/26/2015
2174	03/10/2015	Joanne Bengtson	CCBSNS	5 Minutes - Proclaim National Community Development Week April 6-11, 2015	City Management	03/02/2015
2006	03/10/2015	John Floyd	CCBSNS	60 Minutes - Marijuana Facilities Development Code Amendments	Community Development	03/02/2015
2160	03/10/2015	Greer Gaston	CCBSNS	10 Minutes - Executive Session - Real Property Transactions	Public Works	02/09/2015
Total Time: 75 of 100 Minutes						
1989	03/17/2015	Carol Krager	AAA	March 17, 2015 Workshop and Business Meeting		
2169	03/17/2015	Norma Alley	CCWKSHOP	1 60 Minutes - ZCA2014-00002 SUMMIT RIDGE NO 5. ANNEXATION	Community Development	Floyd J, Associate Planner
2096	03/17/2015	Norma Alley	CCWKSHOP	2 45 Minutes - Discussion on Infrastructure Financing	Financial and Information Services	LaFrance T, Fin/Info Svcs Director

Meeting Banner Business Meeting
 Study Session Special Meeting
 Consent Agenda Meeting is Full
 Workshop Meeting CCDA Meeting

**City Council Tentative Agenda
 3/2/2015 10:07 AM - Updated**

2152	03/17/2015	Toby LaFrance	CCWKSHOP	3 35 Minutes - Continued Discussion on the Street Maintenance Fee	Financial and Information Services	LaFrance T, Fin/Info Svcs Director
2097	03/17/2015	Norma Alley	CCWKSHOP	4 30 Minutes - Discussion on Charter Review	City Management	Newton L, Assistant City Manager
2057	03/17/2015	Judy Lawhead	CCWKSHOP	5 10 Minutes - Briefing on an Agreement Regarding Revised Funding for the Pacific Highway/Gaarde Street/McDonald Street Intersection Improvements	Public Works	McCarthy M, St/Trans Sr Proj Eng
Total Time: 180 of 180 Minutes Scheduled MEETING FULL						
1990	03/24/2015	Carol Krager	AAA	March 24, 2015 Business and CCDA Meeting Council President Snider Absent		
2052	03/24/2015	Norma Alley	ACCSTUDY	15 Minutes - Council Liaison Reports	City Management	12/16/2014
1966	03/24/2015	Judy Lawhead	ACCSTUDY	15 Minutes - Briefing on Sanitary Sewer Reimbursement Districts	Public Works	Berry G, Project Engineer
2144	03/24/2015	Steve Martin	ACCSTUDY	15 Minutes - Executive Session: Real Property Acquisition	Public Works	02/03/2015
Total Time: 45 of 45 Minutes Scheduled STUDY SESSION FULL						
2058	03/24/2015	Judy Lawhead	ACONSENT	Consent Item - Authorize the City Manager to Sign an Agreement Regarding Revised Funding for the Pacific Highway/Gaarde St./McDonald St. Intersection Improvements	Public Works	Gaston G, Conf Executive Asst
2161	03/24/2015	Greer Gaston	ACONSENT	Consent Item - Adopt a Resolution of Necessity Amending Resolution of Necessity No. 14-18 to Acquire Property for the Walnut Street Improvement Project	Public Works	Gaston G, Conf Executive Asst
2163	03/24/2015	Judy Lawhead	ACONSENT	Consent Item - Consider a Resolution in Support of an OPRD Grant Application	Public Works	Staedter C, Surface Water Qlty Coord
2009	03/24/2015	John Floyd	CCBSNS	1 40 Minutes - Development Code Amendments: Trails, Electronic Signs, and Utility Cabinets	Community Development	Floyd J, Associate Planner

Meeting Banner Business Meeting
 Study Session Special Meeting
 Consent Agenda Meeting is Full
 Workshop Meeting CCDA Meeting

City Council Tentative Agenda
3/2/2015 10:07 AM - Updated

2045	03/24/2015	Lloyd Purdy	CCBSNS	2 20 Minutes - Economic Opportunity Analysis: Post Acknowledgement Plan Amendment	Community Development	Pagenstecher G, Assoc Planner
2143	03/24/2015	Liz Lutz	CCBSNS	3 10 Minutes - Consider a Resolution Granting Exemption from Property Taxes under TMC 3.50 for Five Non-Profit Low Income Housing Properties	Financial and Information Services	Lutz L, Conf Exec Asst
2173	03/24/2015	Sean Farrelly	CCBSNS	4 30 Minutes - CCDA Executive Session	Community Development	02/26/2015
Total Time: 100 of 100 Minutes Scheduled MEETING FULL						
				March 31, 2015 5x1x10 Council Meetings		
2014	04/07/2015	Carol Krager	AAA	April 7, 2014 CCDA Meeting		
2117	04/07/2015	Sean Farrelly	CCDA	20 Minutes - Brownfield Initiative Update	Community Development	Farrelly S, Redev Project Manager
2118	04/07/2015	Sean Farrelly	CCDA	15 Minutes - Strolling Street Program Update	Community Development	Farrelly S, Redev Project Manager
2119	04/07/2015	Sean Farrelly	CCDA	10 Minutes - Update on Downtown Dog Park	Community Development	Farrelly S, Redev Project Manager
2154	04/07/2015	Sean Farrelly	CCDA	30 Minutes - Ash Burnham Development Agreement	Community Development	Farrelly S, Redev Project Manager
2164	04/07/2015	Sean Farrelly	CCDA	60 Minutes - CCDA Executive Session- Real Property Negotiations	Community Development	02/11/2015
Total Time: 135 of 180 Minutes Scheduled						
2016	04/14/2015	Carol Krager	AAA	April 14, 2015 Business Meeting		
2053	04/14/2015	Norma Alley	ACCSTUDY	15 Minutes - Council Liaison Reports	City Management	12/16/2014

Meeting Banner Business Meeting
 Study Session Special Meeting
 Consent Agenda Meeting is Full
 Workshop Meeting CCDA Meeting

**City Council Tentative Agenda
 3/2/2015 10:07 AM - Updated**

2112	04/14/2015	Norma Alley	ACCSTUDY	25 Minutes - Review Solid Waste Franchise Fee Audit and Potential TMC Changes	Financial and Information Services	LaFrance T, Fin/Info Svcs Director
Total Time: 40 of 45 Minutes Scheduled						
2007	04/14/2015	John Floyd	CCBSNS	1 30 Minutes - Marijuana Facilities Development Code Amendment - Continuance Date	Community Development	Floyd J, Associate Planner
2147	04/14/2015	Steve Martin	CCBSNS	2 10 Minutes - Authorize the City Manager to sign a property purchase agreement	Public Works	Martin S, Parks Manager
2145	04/14/2015	Steve Martin	CCBSNS	3 10 Minutes - Briefing on a Property Use Agreement with the Tigard Tualatin School District	Public Works	Martin S, Parks Manager
2060	04/14/2015	John Goodrich	CCBSNS	4 20 Minutes - Willamette Water Supply Project - Pipeline Project by Other Agencies - Update	Public Works	Goodrich J, Utility Div Manager
2101	04/14/2015	Lloyd Purdy	CCBSNS	5 15 Minutes - Economic Development Quarterly Update	Community Development	Purdy, L, Econ Development Mgr
Total Time: 85 of 100 Minutes Scheduled						
04/20/2015		April 20, 2015 BUDGET COMMITTEE MEETING, 6: 30 P.M. Public Works Auditorium				
2017	04/21/2015	Norma Alley	AAA	April 21, 2015 Workshop Meeting		
2104	04/21/2015	Alison Grimes	CCWKSHOP	30 Minutes - Annual Joint Meeting with the Library Board	Library	02/03/2015
2086	04/21/2015	Tom McGuire	CCWKSHOP	40 Minutes - Joint Meeting with the Planning Commission to Receive a Briefing on the Tigard Triangle	Community Development	Caines C, Assoc Planner
2098	04/21/2015	Norma Alley	CCWKSHOP	40 Minutes - Discussion on Possible Ballot Measures	City Management	Newton L, Assistant City Manager
2110	04/21/2015	Norma Alley	CCWKSHOP	15 Minutes - PLACEHOLDER - Discussion on Homelessness and Panhandling	City Management	Newton L, Assistant City Manager
Total Time: 125 of 180 Minutes Scheduled						

Meeting Banner	<input type="checkbox"/>	Business Meeting	<input type="checkbox"/>
Study Session	<input type="checkbox"/>	Special Meeting	<input type="checkbox"/>
Consent Agenda	<input type="checkbox"/>	Meeting is Full	<input type="checkbox"/>
Workshop Meeting	<input type="checkbox"/>	CCDA Meeting	<input type="checkbox"/>

**City Council Tentative Agenda
3/2/2015 10:07 AM - Updated**

04/27/2015		April 27, 2015 BUDGET COMMITTEE MEETING, 6:30 P.M. Public Works Auditorium Mayor Cook Absent					
2018	04/28/2015	Norma Alley	AAA	April 28, 2015 Business Meeting Mayor Cook Absent			
2054	04/28/2015	Norma Alley	ACCSTUDY	15 Minutes - Council Liaison Reports		City Management	12/16/2014
				Total Time: 15 of 45 Minutes Scheduled			
2146	04/28/2015	Steve Martin	ACONSENT	Consent Item - Authorize the City Manager to sign an agreement with the Tigard Tualatin School District regarding joint use of property		Public Works	Martin S, Parks Manager
1874	04/28/2015	Judy Lawhead	CCBSNS	1 15 Minutes - Informational Public Hearing to Consider a Resolution Establishing Walnut Street & 112th Avenue Sanitary Sewer Reimbursement		Public Works	Berry G, Project Engineer
1889	04/28/2015	Judy Lawhead	CCBSNS	2 15 Minutes - Briefing on Capital Improvement Plan (CIP) Projects		Public Works	Lawhead, J, Sr. Admin Spec.
2000	04/28/2015	Debbie Smith-Wagar	CCBSNS	3 40 Minutes - Council Hearing on Storm water, Parks, and Transportation SDCs and fees		Financial and Information Services	LaFrance T, Fin/Info Svcs Director
				Total Time: 70 of 100 Minutes Scheduled			
05/04/2015		May 4, 2015 BUDGET COMMITTEE MEETING, 6:30 P.M. Public Works Auditorium					
2019	05/05/2015	Norma Alley	AAA	May 5, 2015 CCDA Meeting			
2120	05/05/2015	Sean Farrelly	CCDA	30 Minutes - Meeting with Tigard Downtown Alliance Board of Directors		Community Development	Farrelly S, Redev Project Manager
2121	05/05/2015	Sean Farrelly	CCDA	25 Minutes - Downtown Events and Programming – Assessment and Future Options		Community Development	Farrelly S, Redev Project Manager

Meeting Banner Business Meeting
 Study Session Special Meeting
 Consent Agenda Meeting is Full
 Workshop Meeting CCDA Meeting

**City Council Tentative Agenda
 3/2/2015 10:07 AM - Updated**

2122	05/05/2015	Sean Farrelly	CCDA	30 Minutes - Burnham/Ash Housing Design Presentation	Community Development	Farrelly S, Redev Project Manager
Total Time: 85 of 180 Minutes Scheduled						
05/11/2015		May 11, 2015 BUDGET COMMITTEE MEETING, 6: 30 P.M. Public Works Auditorium				
2023	05/12/2015	Norma Alley	AAA	May 12, 2015 Business Meeting		
2063	05/12/2015	Norma Alley	ACCSTUDY	15 Minutes - Council Liaison Reports	City Management	12/22/2014
Total Time: 15 of 45 Minutes Scheduled						
2020	05/19/2015	Norma Alley	AAA	May 19, 2015 Workshop Meeting		
2099	05/19/2015	Norma Alley	CCWKSHP	40 Minutes - Discussion on the Strategic Plan	City Management	Newton L, Assistant City Manager
Total Time: 40 of 180 Minutes Scheduled						
2021	05/26/2015	Norma Alley	AAA	May 26, 2015 Business Meeting		
2064	05/26/2015	Norma Alley	ACCSTUDY	15 Minutes - Council Liaison Reports	City Management	12/22/2014
Total Time: 15 of 45 Minutes Scheduled						
1758	05/26/2015	Carol Krager	CCBSNS	15 Minutes - PLACEHOLDER - Google Franchise Agreement	City Management	Mills L, Asst to City Manager
2113	05/26/2015	Norma Alley	CCBSNS	20 Minutes - Adopt Solid Waste Franchise Rates and TMC Changes	Financial and Information Services	LaFrance T, Fin/Info Svcs Director
Total Time: 35 of 100 Minutes Scheduled						

AIS-2174

4.

Business Meeting

Meeting Date: 03/10/2015

Length (in minutes): 5 Minutes

Agenda Title: Proclaim National Community Development Week April 6-11, 2015

Submitted By: Joanne Bengtson, City Management

Item Type: Update, Discussion, Direct Staff **Meeting Type:** Proclamation

Public Hearing: No **Publication Date:**

Information

ISSUE

Should Mayor Cook proclaim April 6-11, 2015 as National Community Development Week?

STAFF RECOMMENDATION / ACTION REQUEST

n/a

KEY FACTS AND INFORMATION SUMMARY

National Community Development Week celebrates the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program; and over the programs' history, our community has received a total of \$3,664,055 since the program was introduced.

Celebrating National Community Development Week is a way to show support for two programs that have made tremendous contributions to the viability of Tigard's housing stock, infrastructure, public services, and economic vitality.

Tigard's funding from the CDBG helped us complete these projects:

- 91st Avenue Sidewalk Improvements
- Architectural Barrier Removal and Sidewalk Improvements
- Bonita Park
- Cook Park Accessibility Improvements
- Englewood Park Improvements
- Fanno Creek Park Improvements
- Garrett Street Sidewalks
- Grant Avenue Sidewalk Improvements
- Hall Street Sidewalk Improvements
- Hall Blvd. Sidewalk Improvements, Phase II
- Lincoln Pedestrian Improvements
- Sidewalk in-fill N. Dakota & 95th Ave
- The Knoll Infrastructure Improvements

- Thorn Street Storm Drainage
- Tigard Downtown Revitalization
- Tigard Senior Center (multiple improvements)
- Tigard/Metzger Walkways

OTHER ALTERNATIVES

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

DATES OF PREVIOUS COUNCIL CONSIDERATION

Mayor Cook issued this proclamation in 2014.

Attachments

Proclaim National Community Development Week

Proclamation

City of Tigard

National Community Development Week April 6-11, 2015

WHEREAS, the Community Development Block Grant Program was enacted into law by President Gerald Ford, as the centerpiece of the Housing and Community Development Act of 1974; and

WHEREAS, April 6-11 has been designated as National Community Development Week to celebrate the Community Development Block Grant (CDBG) Program and the Home Investment Partnerships (HOME) Program; and

WHEREAS, the CDBG program has successfully demonstrated its ability to help our community provide much-needed public services for economically, mentally or physically disadvantaged residents, construction/renovation of community gathering places and reconstruction of city-owned infrastructure and completion of neighborhood improvements including major sewer, drainage and street projects; and

WHEREAS, the HOME Program provides funding to local communities to create decent, safe and affordable housing opportunities for low-income persons.

WHEREAS, the CDBG program has considerable flexibility and allows communities to carry out activities that are tailored to their unique affordable housing and neighborhood revitalization needs; and

WHEREAS, since the programs' inception, our community has received nearly \$4 million in CDBG funds; and

WHEREAS, the City of Tigard urges Congress and the Administration to recognize the outstanding work accomplished with this funding and support both programs with increased funding in FY2016;

NOW THEREFORE BE IT RESOLVED THAT I, John L. Cook, Mayor of the City of Tigard, Oregon, do hereby proclaim the week of April 6-11, 2015 as

NATIONAL COMMUNITY DEVELOPMENT WEEK

in Tigard, Oregon and urge all residents to join in recognizing the important role the CDBG and HOME Programs play in serving our community.

Dated this ____ day of _____, 2015.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Tigard to be affixed.

John L. Cook, Mayor
City of Tigard

Attest:

City Recorder

AIS-2006

5.

Business Meeting

Meeting Date: 03/10/2015

Length (in minutes): 60 Minutes

Agenda Title: Legislative Public Hearing - Consider Marijuana Facilities
Development Code Amendments

Prepared For: John Floyd, Community Development

Submitted By: John Floyd, Community Development

Item Type:	Motion Requested	Meeting Type:	Council
	Ordinance		Business
	Public Hearing - Legislative		Meeting - Main

Public Hearing: Yes

Publication Date:

Information

ISSUE

Shall Council approve the Planning Commission recommendation of February 9, 2015 regarding proposed amendments to the Tigard Community Development Code to create marijuana facility standards?

STAFF RECOMMENDATION / ACTION REQUEST

Approve the ordinance adopting the Planning Commission recommendation of February 10, 2015 to establish marijuana facility standards.

KEY FACTS AND INFORMATION SUMMARY

On February 9, the Tigard Planning Commission made a unanimous recommendation to Council regarding a set of text amendments to the Tigard Community Development Code. The recommendation was the product of two public hearings that were both well attended and characterized by extensive dialogue and deliberation regarding the appropriateness of marijuana-based businesses within Tigard, and what constituted a "reasonable restriction" to mitigate community impacts.

The text amendments recommended by the Planning Commission are intended to achieve two things. The first is to reduce Tigard's legal exposure in the evolving conflict between the federal government and the state of Oregon regarding marijuana. The second is to establish reasonable land use regulations that are appropriate to Tigard's context and community desires, and in a form that brings local consistency and predictability to multiple state departments and programs regulating marijuana at the state level.

Proposed changes to Chapter 18.210 (General Administrative Provisions) would remove a

consistency requirement with federal law, and thus reduce legal uncertainties presented to the city and business owners where state and federal law conflict on the matter of marijuana. Under existing code and the continued federal classification of marijuana as a Schedule II drug, the city would be required to deny all land use applications for medical marijuana facilities. This could also create legal uncertainty in situations where a facility wants to open in a location and no land use or building permits are necessary (i.e. conversion of an existing retail space to a state licensed dispensary). Another point of uncertainty exists in that Measure 91 requires a petition and election of the voters for a jurisdiction to prohibit recreational marijuana licenses, calling into question the de facto prohibition the present code creates. The proposed text changes would remove those conflicts from local land use regulations.

The remainder of the text changes would create Chapter 18.735 (Marijuana Facilities) and supporting definitions. This chapter would require a land use permit for all marijuana facilities requiring a state license or registration. This permit would be a vehicle for the enforcement of new standards regarding allowed locations, hours of operation, odor limits, and security-oriented design features that would apply to both medical and recreational marijuana.

In the original staff proposal, all marijuana facilities subject to the new regulations would be required to meet a minimum 500 foot buffer requirement from any residential zone, any property within the city's Park and Recreation Zone, and any public library. This would apply equally to all types of marijuana businesses involved in the production, processing, distribution, and/or sale of marijuana and marijuana derivatives. This proposal would allow for the location of marijuana facilities within mixed-use zones, where residential and commercial uses exist in closer proximity than in areas of the city that are exclusively residential.

In their deliberations, several Planning Commissioners were concerned that residents living in mixed-use zones deserved the same degree of protection as people living in exclusively residential zones. However, because virtually every zone in the City allows some form of residential land use, except the City's Industrial Zones, there was considerable discussion amongst the commissioners about the appropriateness of retail marijuana sales within different types of neighborhoods, including those with a diversity of uses.

Seeking a compromise solution to achieve a unanimous recommendation, the Planning Commission modified the staff proposal and adopted differential standards for retail and non-retail marijuana uses. As recommended by the Planning Commission, non-retail marijuana businesses remain unchanged from the staff recommendation, but retail uses would be limited only to properties fronting Pacific Highway and Main Street, and subject to minimum buffering standards from schools, parks, and other retail uses. These areas were seen as both appropriate for retail type uses, but also unlikely to see extensive residential development. In order to prevent a proliferation of retail marijuana stores that could create a corridor of cannabis businesses along the City's most prominent thoroughfare, a 1,000 foot buffer between these uses was also recommended by the commission.

To assist Council in understanding the implications of the proposed recommendation, staff

has prepared maps showing the allowed areas where both retail and non-retail marijuana businesses could potentially locate. These are included as attachments to the staff report.

OTHER ALTERNATIVES

The Council could take no action, adopt the original staff recommendation, or modify the Planning Commission recommendation.

COUNCIL GOALS, POLICIES, APPROVED MASTER PLANS

DATES OF PREVIOUS COUNCIL CONSIDERATION

July 22, 2014 and November 25, 2014.

Attachments

Ordinance

Staff Report

Staff Report Attachment 1 - Proposed Amendments

Planning Commission Recommendation for Retail Stores

Planning Commission Recommendation for Non-Retail Locations

Staff Report Attachment 4 - OLCC Liquor Stores by City

Staff Report Attachment 7 - Written Public Comments

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
ORDINANCE NO. 15-_____

AN ORDINANCE AMENDING THE TIGARD DEVELOPMENT CODE (TITLE 18) TO ESTABLISH REASONABLE TIME, PLACE, AND MANNER REGULATIONS FOR MARIJUANA FACILITIES. PROPOSED CHANGES INCLUDE NEW DEFINITIONS TO BE PLACED WITHIN CHAPTER 18.120 (DEFINITIONS); TEXT AMENDMENTS TO CHAPTER 18.210 (GENERAL ADMINISTRATIVE PROVISIONS) TO REMOVE A REQUIREMENT THAT DEVELOPMENT BE CONSISTENT WITH FEDERAL LAW; AND CREATION OF A NEW CHAPTER TO BE TITLED 18.735 (MARIJUANA FACILITIES) THAT WOULD LIMIT HOURS OF OPERATION, ESTABLISH LOCATION STANDARDS, REQUIRE EXTERIOR DESIGN REQUIREMENTS TO ENHANCE SECURITY, ESTABLISH OFF-SITE ODOR STANDARDS, AND CREATE AN ASSOCIATED REVIEW PROCEDURE.

WHEREAS, the Tigard City Council directed Planning Division staff to prepare amendments to the Tigard Community Development Code pertaining to the design, location and operation of marijuana businesses within the boundaries of the City; and

WHEREAS, amendments to the Tigard Community Development Code Chapter 18.210 would remove legal uncertainty and allow the City to conform to state statues regarding medical and recreational marijuana authorized under ORS 475.300 (Oregon Medical Marijuana Act) and Measure 91 (Control, Regulation, and Taxation of Marijuana and Industrial Hemp Act); and

WHEREAS, the purpose of creating Chapter 18.735 is to establish reasonable time, place, and manner restrictions to address the nuisance impacts that may be created by marijuana facilities, as specifically authorized by Oregon Medical Marijuana Act and the Control, Regulation, and Taxation of Marijuana and Industrial Hemp Act; and

WHEREAS, notice was provided to the Department of Land Conservation and Development at least 35 days prior to the first evidentiary public hearing; and

WHEREAS, notice of the public hearing was given in conformance with Community Development Code Chapter 18.390.060.D; and

WHEREAS, the Tigard Planning Commission held two duly noticed public hearings on January 12, 2015 and February 9, 2015 and recommended with a unanimous vote that Council approve the proposed code amendment, as amended; and

WHEREAS, the Tigard City Council held a public hearing on March 10, 2015, to consider the proposed amendment; and

WHEREAS, the Tigard City Council has considered the Planning Commission recommendation; and

WHEREAS, the Tigard City Council has considered the applicable Statewide Planning Goals and Guidelines adopted under Oregon Revised Statutes Chapter 197; any federal or state statutes or regulations found applicable; any applicable Metro regulations; any applicable Comprehensive Plan Policies; and any applicable provisions of the City's implementing ordinances; and

WHEREAS, the Tigard City Council has determined that the proposed development code amendment is consistent with the applicable review criteria, and unanimously approves amendments to the Tigard Community Development Code as being in the best interest of the City of Tigard.

NOW, THEREFORE, THE CITY OF TIGARD ORDAINS AS FOLLOWS:

SECTION 1: Council adopts the findings recommended by the Planning Commission as contained in the February 24, 2015 Staff Report to the City Council, included as "Exhibit A" to this Ordinance.

SECTION 2: Tigard Development Code (Title 18) is amended as shown in "Attachment 1 of Exhibit A - Marijuana Facilities Project - Planning Commission Recommendation"

SECTION 3: Council further adopts the findings and analysis contained in "Attachment 1 of Exhibit A" as additional legislative intent and the basis in support of the corresponding code amendments.

SECTION 4: This ordinance shall be effective 30 days after its passage by the Council, signature by the Mayor, and posting by the City Recorder.

PASSED: By _____ vote of all Council members present after being read by number and title only, this _____ day of _____, 2015.

Carol Krager, City Recorder

APPROVED: By Tigard City Council this _____ day of _____, 2015.

John L. Cook, Mayor

Approved as to form:

City Attorney

Date

**PLANNING COMMISSION
RECOMMENDATION TO THE
CITY COUNCIL
FOR THE CITY OF TIGARD, OREGON**



SECTION I. APPLICATION SUMMARY

CASE NAME: MARIJUANA FACILITIES DEVELOPMENT CODE AMENDMENT

CASE NO.: Development Code Amendment (DCA) **DCA2014-00002**

PROPOSAL: The City of Tigard proposes legislative amendments to the Tigard Development Code (TDC) to establish reasonable time, place, and manner regulations for marijuana facilities. Proposed changes include new definitions to be placed within Chapter 18.120 (Definitions); text amendments to Chapter 18.210 (General Administrative Provisions) to remove a requirement that development be consistent with federal law; and creation of a new chapter to be titled 18.735 (Marijuana Facilities) that would limit hours of operation, establish location standards, require exterior design requirements to enhance security, establish off-site odor standards, and create an associated review procedure. The proposed text and map amendments for the Planning Commission's review are included in **Attachment 1**, and summarized below in Section IV of this report:

APPLICANT: City of Tigard
13125 SW Hall Blvd.
Tigard, OR 97223

ZONES: Citywide

LOCATION: Citywide and properties identified in the Attached Maps.

**APPLICABLE
REVIEW
CRITERIA:**

Statewide Planning Goals 1 (Citizen Involvement), 2 (Land Use Planning), 6 (Air, Water, and Land Resources Quality), and 9 (Economic Development); ORS 475 (Oregon Medical Marijuana Act); Statewide Ballot Measure 91 (Control, Regulation, and Taxation of Marijuana and Industrial Hemp Act); Comprehensive Plan Goals 1.1.2, 2.1.2, 2.1.3, 2.1.6, 2.1.11, 2.1.21, 2.1.23, 2.1.24, 6.1.7, 9.1.3, 9.1.12, 10.2.1 and 10.2.8.; and TDC Chapters 18.380.020 and 18.390.060.G.

SECTION II. PLANNING COMMISSION RECOMMENDATION

Planning Commission recommends approval by ordinance of the proposed development code text amendments (Attachment 1), with any alterations as determined by Council through the public hearing process.

SECTION III. BACKGROUND INFORMATION & PROJECT SUMMARY

The purpose of the Marijuana Facilities Project is to establish reasonable time, place, and manner restrictions on the full range of “medical” and “recreational” marijuana facilities soon to be allowed under State Law. A brief summary of legislative history is below, followed by a summary of the proposed changes and comparable regulations adopted by nearby jurisdictions.

Legislative Timeline

- November 3, 1998 - Oregon voters approved Ballot Measure 67 allowing the medical use of marijuana. Known as the Oregon Medical Marijuana Act (OMMA), the law protects medical marijuana users who comply with its requirements from state criminal prosecution.
- August 14, 2013 - Governor signs HB3460, which requires the Oregon Health Authority to develop and implement a process to register medical marijuana dispensaries so that patients could legally purchase medical marijuana. Under this bill, dispensaries cannot be within 1,000 feet of a school, 1,000 feet of another dispensary, and must be located within an industrial, commercial, or mixed-use zone.
- February 11, 2014 - City of Tigard adopts a temporary prohibition on medical marijuana dispensaries under Ordinance 14-04.
- March 19, 2014 – Governor signs SB1531 which authorizes local governments to adopt reasonable regulations regarding the hours of operation; location; and manner in which medical marijuana dispensaries are operated. SB1531 also states that a local jurisdiction may enact an ordinance declaring a one-year moratorium on dispensaries.
- April 22, 2014 - Tigard City Council extends the temporary prohibition on marijuana dispensaries until May 1, 2014 under Ordinance 14-08.
- November 4, 2014 - Oregon voters approved Ballot Measure 91 to legalize the use and possession of recreational marijuana on July 1, 2015. The law also directs the Oregon Liquor Control Commission to tax, license, and regulate recreational marijuana through a licensing system to be established by January 2016. The measure did not make any changes to the existing medical marijuana system.
- February 9, 2014 Tigard Planning Commission makes a recommendation to the City Council to establish Marijuana Facility regulations within the Tigard Development Code.
- May 1, 2015 - Automatic sunset date of Tigard’s temporary prohibition on medical marijuana dispensaries. No further extensions allowed under state statute.

Proposed Amendments

At present the city is unable to issue any new permits or activities related to state-authorized marijuana use due a temporary prohibition, as discussed above, and a TDC requirement that all development be consistent with federal law. This places the Development Code at odds with recent legislative changes made by the Oregon State Legislature and Oregon Voters. The purpose of this project is to bring the City into compliance with state law while preventing or mitigating unwanted community impacts that could potentially result from marijuana facilities operating within the community.

As proposed, the new code language would result in the following:

- Amend the Tigard Development Code as follows:
 - Text Amendments to Chapter 18.120 (Definitions) to establish new definitions for “Marijuana” and “Marijuana Facility”

- Text Amendments to Chapter 18.210 (General Administrative Provisions) to remove the requirement for consistency with federal law
- Creation of Chapter 18.735 (Marijuana Facilities) to establish development standards and a review process for marijuana facilities requiring a state license or registration.
- Proposed text changes to TDC 18.210 would reduce legal uncertainties and exposure to litigation presented to the City and applicants where state and federal law conflict on the matter of marijuana.
 - Tigard Development Code (TDC) Subsection 18.210.030.A presently requires all development applications to be consistent with federal law.
 - Continued federal classification of marijuana as a Schedule II drug may require the city to deny all land use applications for medical marijuana facilities as not being consistent with Federal law.
 - If the code remains unchanged, uncertainty will remain as some facilities may be able to open if no land use permits are required from the city (i.e. conversion of an existing retail space to a state licensed dispensary).
 - Measure 91 requires a petition and election of the voters for a jurisdiction to prohibit recreational marijuana licenses.
- Proposed text changes to create TDC 18.735 (Marijuana Facilities) would apply a uniform set of development standards to facilities requiring a state license or registration under ORS 475 (Oregon Medical Marijuana Act) and Statewide Ballot Measure 91 (Oregon Legalized Marijuana Initiative).
- Would supplement existing state rules regarding buffer and zone requirements for the siting of medical marijuana dispensaries, and any future state requirements for the siting of recreational marijuana facilities as the OLCC and State Legislature establish new regulations for their location and operation.
 - Would establish location restrictions based on whether or not the marijuana facility was involved in a retail or non-retail capacity.
 - Retail uses would be limited to properties fronting Main Street or Pacific Highway, with a minimum 1,000 foot buffer between facilities and a 500 foot buffer from parks and libraries.
 - Non-retail uses would not be allowed within 500 feet of a residential zone, a parks and recreation zone, or a public library.
 - Would limit hours of operation to between 10am and 8pm.
 - Would establish design requirements and odor standards to prevent off-site nuisances and enhance security.
- Would apply to the full range of activities associated with the production, processing, distribution, and sale of marijuana.
- Would not remove or replace existing code requirements for the underlying use. For example, a dispensary or an indoor grow facility would be required to meet all development code requirements applicable to “Sales-Oriented Retail” or “General Industrial” land uses in the underlying zone.

Other Jurisdictional Responses

To facilitate deliberation and establish a framework for what is considered “reasonable” by other jurisdictions, staff is including a summary of how other cities have chosen to regulate marijuana dispensaries within their borders. Note, the proposed text amendments included as Attachment 1 will apply to the full chain of production and distribution, in anticipation of future licensing authorized under Measure 91, and are not limited to dispensaries as is the case with each city or county below.

Washington County

- Limited to hours between 8:00am and 10:00pm.

- Allowed in specified commercial and industrial districts, with square footage limited to 3,000 square feet within the Industrial (IND), General Commercial (GC), and Rural Commercial (R-COM) Land Use Districts.
- Minimum 2,000 feet between dispensaries.
- Minimum 1,500 feet from any light rail platform.
- Entrances and off-street parking areas must be well lit and not visually obscured from public view.

City of Salem

- Limited to hours between 10:00am and 8:00pm.
- Cannot be located within:
 - Central Business Zoning District.
 - Within a residence or mixed-use property that includes a residence.
 - Within 500 feet of a public park or public playground.
 - Within 100 feet of a residentially zoned property unless the location abuts a major arterial or parkway.
 - Within 100 feet of a certified child care facility.
- Drive-through windows prohibited.
- All odors must be contained to premises.

City of Beaverton:

- Limited to hours between 7:00am and 10:00pm.
- Limited to three zones: GC (General Commercial), CS (Community Service), and CC (Corridor Commercial).

City of Ashland

- Limited to hours between 9:00am and 7:00pm.
- Limited to properties adjacent to a boulevard, and prohibited within the Downtown Design Standards Zone.
- Design standards
 - Must be located within a permanent building.
 - Drive-through windows prohibited.
 - Security bars and grates prohibited.
 - Establishes off-site odor standards.

City of McMinnville

- Limited to hours between 10am and 7pm.
- Minimum 1,000 foot buffer from a preschool, public library, aquatic center, and community center.

City of Albany

- Minimum 300 foot distance buffer from any property zoned residential, mixed-use, Office Professional, or Neighborhood Commercial.
- Restrictions do not apply to property zoned Industrial Park, Light Industrial, or Heavy Industrial.

SECTION IV. APPLICABLE CRITERIA, FINDINGS AND CONCLUSIONS

STATEWIDE PLANNING GOALS AND GUIDELINES

State planning regulations require cities to adopt and amend Comprehensive Plans and land use regulations in compliance with the state land use goals. Because the proposed Code Amendments have a limited scope and the text amendments address only some of the topics in the Statewide Planning Goals, only applicable Statewide Goals are addressed below.

Statewide Planning Goal 1 – Citizen Involvement:

This goal outlines the citizen involvement requirement for adoption of Comprehensive Plans and changes to the Comprehensive Plan and implementing documents.

FINDING: This goal has been met by complying with the Tigard Development Code notice requirements set

forth in Section 18.390.060 (Type IV Procedures). Notices were sent by US Postal Service on December 16, 2015 to affected government agencies and the latest version of the City's interested parties list. A notice was published in the Oregonian newspaper and the City published newsletter (Cityscape) prior to the hearing. Project information and documents were published to the City website prior to the public hearing. A minimum of two public hearings will be held (one before the Planning Commission and the second before the City Council) at which an opportunity for public input is provided. This goal is satisfied.

**Statewide Planning Goal 2 – Land Use Planning:
This goal outlines the land use planning process and policy framework.**

FINDING: The Department of Land Conservation and Development (DLCD) has acknowledged the City's Comprehensive Plan as being consistent with the statewide planning goals. The Development Code implements the Comprehensive Plan. The Development Code establishes a process and standards to review changes to the Tigard Development Code in compliance with the Comprehensive Plan and other applicable state requirements. As discussed within this report, the applicable Development Code process and standards have been applied to the proposed amendment. This goal is satisfied.

**Statewide Planning Goal 6 – Air, Water, and Land Resources Quality:
This goal seeks to maintain and improve the quality of the air, water and land resources by the state.**

FINDING: The Department of Land Conservation and Development has acknowledged the City's Comprehensive Plan as being consistent with the statewide planning goals. The proposed text amendments create a land use control that will buffer land uses and prevent or mitigate off-site impacts that could lead to conflicting impacts upon air resources. Consistency with the City's air quality goal and policies are discussed later in this report under applicable policies of the Tigard Comprehensive Plan. This goal is satisfied.

**Statewide Planning Goal 9 – Economic Development:
This goal seeks to provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.**

FINDING: The Department of Land Conservation and Development has acknowledged the City's Comprehensive Plan as being consistent with the statewide planning goals. Consistency with the City's Comprehensive Plan Economic Development goals and policies is discussed later in this report under Tigard Comprehensive Plan Goal 9.1 and associated policies. This goal is satisfied.

CONCLUSION: Based on the findings above and the related findings below, staff finds the proposed code amendments are consistent with applicable Statewide Planning Goals.

APPLICABLE PROVISIONS OF THE OREGON MEDICAL MARIJUANA ACT

Initially adopted by State ballot measure in 1998, the Oregon Medical Marijuana Act (ORS 475) governs the production, distribution, and use of medical marijuana within the State of Oregon. In March 2014, the Oregon Legislature amended ORS 475 under Senate Bill 1531 which authorizes local governments to impose reasonable regulations on the operation of medical marijuana facilities.

SECTION 2. Notwithstanding ORS 633.738, the governing body of a city or county may adopt ordinances that impose reasonable regulations on the operation of medical marijuana facilities registered, or applying for registration, under ORS 475.314 that are located in the area subject to the jurisdiction of the city or county. For purposes of this section, "reasonable regulations" includes reasonable limitations on the hours during which a medical marijuana facility may be operated, reasonable limitations on where a medical marijuana facility may be located within a zone described in ORS 475.314 (3)(a) and reasonable conditions on the manner in which a medical marijuana facility may dispense medical marijuana.

FINDING: As detailed in Attachment 1, the proposed amendments establish reasonable restrictions on hours of operation, allowed locations, and design and operational requirements to prevent or mitigate potential off-site community impacts. Because SB1531 does not define the word "reasonable", the amendments are based in part on pre-existing development code restrictions already adopted and enforced within the city of Tigard, or elsewhere across the state and Pacific Northwest. As detailed in Attached 2, preliminary mapping of the effects of the proposed location restrictions indicates that a significant portion of the City can comply with the buffer restriction, and would not create an undue burden on businesses trying to find a location to operate. This

requirement is met.

CONCLUSION: Based on the findings above, staff finds that the proposed code text amendment is consistent with the Oregon Medical Marijuana Act.

APPLICABLE PROVISIONS OF THE CONTROL, REGULATION, AND TAXATION OF MARIJUANA AND INDUSTRIAL HEMP ACT (MEASURE 91)

On November 4, 2014, Oregon voters approved Ballot Measure 91 (Control, Regulation, and Taxation of Marijuana and Industrial Hemp Act) to legalize the use and possession of recreational marijuana on July 1, 2015. The law also directs the Oregon Liquor Control Commission to tax, license, and regulate recreational marijuana. Section 59 of the act specifically authorizes local governments seeking to impose reasonable time, place, and manner restrictions in order to address adverse community impacts.

SECTION 59. Authority of cities and counties over establishments that serve marijuana.

(1) Cities and counties may adopt reasonable time, place and manner regulations of the nuisance aspects of establishments that sell marijuana to consumers if the city or county makes specific findings that the establishment would cause adverse effects to occur.

FINDING: As detailed in Attachment 1, the proposed amendments establish reasonable restrictions on hours of operation, allowed locations, and design and operational requirements to prevent or mitigate potential off-site community impacts. Because Measure 91 does not define the word “reasonable”, the amendments are based in part on pre-existing development code restrictions already adopted and enforced within the city of Tigard, or elsewhere across the state and Pacific Northwest. As detailed in Attached 2, preliminary mapping of the effects of the proposed location restrictions indicates that a significant portion of the City can comply with the buffer restriction, and would not create an undue burden on businesses trying to find a location to operate.

As detailed below and in the purpose statement of the proposed Marijuana Facilities chapter, the purpose of the proposed amendments is to prevent or mitigate possible adverse community impacts associated with marijuana facilities. These include, but are not limited to, the following:

- Diversion of marijuana to unauthorized cardholders, particularly minors;
- Unpleasant odors associated with the growing, processing, and consumption of marijuana;
- Unwanted noise generated by visiting customers during early or late hours, and/or the constant hum of electrical generators and fans;
- Crime such as theft, burglary, armed robbery, and kidnapping that can result due to the presence of large amounts of cash, a product that can be resold for significant amounts of money on the black market, and potentially vulnerable users visiting the facilities;
- Threats to health, life and property resulting from facilities not constructed to code; and/or
- Explosions resulting from the use of butane as a processing agent.

These impacts are intended to be prevented or controlled by creating minimum distances between marijuana facilities and residential neighborhoods or other places where children are present, by limiting hours of operation, limiting off-site odors, and requiring minimum design standards to facilitate security and safety. This requirement is met.

CONCLUSION: Based on the findings above, staff finds that the proposed code text amendment is consistent with the Oregon Medical Marijuana Act.

TIGARD COMPREHENSIVE PLAN

State planning regulations require cities to adopt and amend Comprehensive Plans and land use regulations in compliance with the state land use goals and consistent with Comprehensive Plan Goals and Policies. Because the Development Code Amendments have a limited scope and the text amendments address only some of the topics in the Tigard Comprehensive Plan, only applicable comprehensive plan goals and associated policies are addressed below.

Comprehensive Plan Goal 1: Citizen Involvement

Policy 1.1.2: The City shall define and publicize an appropriate role for citizens in each phase of the land use planning process.

FINDING: This goal has been met by meeting and exceeding the Tigard Development Code notice requirements set forth in Section 18.390.060 (Type IV Procedures). Notices were sent by US Postal Service on December 16, 2015 to affected government agencies and the latest version of the City's interested parties list, and a copy of the same notice was emailed to a list of individuals who had previously expressed interest in the topic of marijuana regulations within Tigard. A notice was published in the Oregonian newspaper and the City published newsletter (Cityscape) prior to the hearing. Project information and documents were published to the City website prior to the public hearing. A minimum of two public hearings will be held (one before the Planning Commission and the second before the City Council) at which an opportunity for public input is provided. This policy is met.

Comprehensive Plan Goal 2: Land Use Planning

Policy 2.1.2: The City's land use regulations, related plans, and implementing actions shall be consistent with and implement its Comprehensive Plan.

FINDING: As demonstrated in this staff report, the proposed amendments to the Tigard Development Code are consistent with the Tigard Comprehensive Plan. This policy is satisfied.

Policy 2.1.3: The City shall coordinate the adoption, amendment, and implementation of its land use program with other potentially affected jurisdictions and agencies.

FINDING: Copies of the proposed text amendments were sent to affected agencies were invited to comment on the proposal, as required by Section 18.390.060 (Type IV Procedures) and discussed in Section VII of this report. Comments submitted by affected agencies have been incorporated into this report and the proposed amendments. This policy is met.

Policy 2.1.6: The City shall promote the development and maintenance of a range of land use types which are of sufficient economic value to fund needed services and advance the community's social and fiscal stability.

FINDING: The proposed text amendments will enable a new type of taxable economic activity to occur within the city. This policy is satisfied.

Policy 2.1.11: The City shall adopt regulations and standards to protect public safety and welfare from hazardous conditions related to land use activities.

FINDING: The proposed text amendments are intended to protect the public welfare by providing for appropriate distance buffer from residential areas and parks, and minimum design requirements, in order to prevent or reduce hazards associated with a cash only business, a product with a strong black market value, and the exposure of a controlled product to minors. This policy is satisfied.

Policy 2.1.21 The City shall require all development to conform to site design/development regulations.

FINDING: The proposed amendments will require all marijuana facilities requiring a state license or state registration to conform to site design and development regulations, even when there is no underlying change in land use classification. This policy is satisfied.

Policy 2.1.23 The City shall require new development, including public infrastructure, to minimize conflicts by addressing the need for compatibility between it and adjacent existing and future land uses.

FINDING: The proposed amendments include use regulations and development standards to ensure compatibility between marijuana facilities subject to state licensing or registration, and adjacent development and public facilities. This policy is met.

Policy 2.1.24: The City shall establish design standards to promote quality urban development and to enhance the community’s value, livability, and attractiveness.

FINDING: The proposed amendments include design standards that will protect community livability by allowing the development of marijuana facilities within the City in a manner that is compatible with surrounding land uses and public facilities. This policy is met.

Comprehensive Plan Goal 6: Environmental Quality

Policy 6.1.7: The City shall improve the Environmental Performance Standards to minimize impacts from noise and light pollution.

FINDING: The proposed amendments establish an environmental performance standard for marijuana related odors. This policy is satisfied.

Comprehensive Plan Goal 9: Economic Development

Policy 9.1.3 The City’s land use and other regulatory practices shall be flexible and adaptive to promote economic development opportunities, provided that required infrastructure is made available.

FINDING: The proposed text amendments are intended to be flexible and adaptive to the new marijuana economy in Oregon, as investors try new and unknown business models and the state adopts new regulatory requirements. This flexibility and adaptability is grounded in the regulation of the license or regulation requirement, not the underlying land use classification, and a focus on minimum compliance standards rather than proscribed locations. This policy is met.

Policy 9.1.12 The City shall assure economic development promotes other community qualities, such as livability and environmental quality that are necessary for a sustainable economic future.

FINDING: As detailed in Attachment 1, the proposed text amendments are intended to create minimum compliance standards to prevent or mitigate potential community impacts that could result from marijuana related business activity. This policy is met.

Comprehensive Plan Goal 10: Housing

Policy 10.2.1: The City shall adopt measures to protect and enhance the quality and integrity of its residential neighborhoods.

Policy 10.2.8: The city shall require measures to mitigate the adverse impacts from differing, or more intense, land uses on residential living environments, such as:

- A. Orderly transitions from one residential density to another;**
- B. Protection of existing vegetation, natural resources and provision of open space areas; and**
- C. Installation of landscaping and effective buffering and screening.**

FINDING: The proposed text amendments include use regulations and development standards to prevent or mitigate adverse impacts to adjacent uses, for the purpose of protecting the quality and livability of residential neighborhoods within the city. Development standards include minimum distance buffers, limits on hours of operation, and odor standards. All marijuana facilities approved under the proposed standards will also be subject to all other provisions of the Tigard Development Code, including landscaping and buffering standards (Chapter 18.745), Sensitive Lands (Chapter 18.775), and Urban Forestry (18.790). These policies are met.

CONCLUSION: Based on the findings above, staff concludes that the proposed code text amendment is consistent with applicable provisions of the Tigard Comprehensive Plan.

APPLICABLE PROVISIONS OF THE TIGARD DEVELOPMENT CODE

Tigard Development Code Section 18.380.020, Legislative Amendments to this Title and Map, states that legislative zoning map and text amendments shall be undertaken by means of a Type IV procedure, as governed by Section 18.390.060G.

FINDING: The proposed text and map amendments are legislative in nature. Therefore, the amendment will be reviewed under the Type IV legislative procedure as set forth in the chapter. This procedure requires public hearings by both the Planning Commission and City Council. This standard is met.

Section 18.390.060.G establishes standard decision-making procedures for reviewing Type IV applications. The recommendation by the Commission and the decision by the Council shall be based on consideration of the following factors: 1) The Statewide Planning Goals and Guidelines adopted under Oregon Revised Statutes Chapter 197; 2) Any federal or state statutes or regulations found applicable; 3) Any applicable METRO regulations; 4) Any applicable comprehensive plan policies; and 5) Any applicable provisions of the City's implementing ordinances.

FINDING: Findings and conclusions are provided in this section for the applicable listed factors on which the recommendation by the Commission and the decision by the Council shall be based. This standard is met.

CONCLUSION: Based on the findings above, staff concludes that the proposed code text amendment is consistent with applicable provisions of the Tigard Development Code.

SUMMARY

CONCLUSION: As shown in the findings above, staff concludes that the proposed code text and map amendments are consistent with the applicable Statewide Planning Goals; the Oregon Medical Marijuana Act; the Control, Regulation, and Taxation of Marijuana and Industrial Hemp Act (Measure 91); applicable Comprehensive Plan goals and policies, and the applicable provisions of the City's implementing ordinances. No federal or Metro statutes or regulations were found to be applicable.

SECTION V. STAFF ANALYSIS

Staff analysis and commentary on the proposed text amendments are included as Attachment 1. Even-numbered pages contain commentary on the amendments, which are contained on the opposite (following) odd-numbered page. The commentary establishes, in part, the legislative intent in adopting these amendments.

SECTION VI. OTHER ALTERNATIVES

No Action – The code would remain unchanged. This course of action presents uncertainty due to conflicting local, state, and federal requirements. Anticipated effects include the following:

- Existing Tigard Development Code (TDC) Subsection 18.210.030.A requires all development applications to be consistent with federal law.
- Continued federal classification of marijuana as a Schedule II drug may require the city to deny all land use applications for medical marijuana facilities as not being consistent with Federal law.
- Uncertainty will remain as some facilities may be able to open if no land use permits are required from the city (i.e. conversion of an existing retail space to a state licensed dispensary).
- The City could be at risk of legal action for imposing a possible moratorium, potentially in conflict with state requirements.

Minimal Action – Only amend Subsection 18.210.030.A to remove conflict with federal law, defer all regulation to the state.

- Would reduce legal uncertainty for the City.
- Unique community impacts presented by commercial marijuana facilities may appear in greater

- Unique community impacts presented by commercial marijuana facilities may appear in greater locations, frequency, and intensities than under the current recommendation.

SECTION VII. AGENCY COMMENTS

City of Portland, City of Durham, City of Lake Oswego, City of Tualatin, City of King City, Washington County, METRO, ODOT, Oregon Department of Energy, DLCD, DEQ, ODFW, CWS, Beaverton School District, Tigard/Tualatin School District, Tri-Met, Tigard Water District, Tualatin Valley Water District, Tualatin Hills Parks and Rec District, Tualatin Valley Fire & Rescue, Tigard Public Works, and Tigard Building Division were notified of the proposed code text amendment but provided no comment.

The **City of Beaverton** was notified of the proposal and had no objections.

The **City of Tigard Police Department** reviewed the proposal and suggested text changes to increase the distance buffer to 1,000 feet from schools for regulatory consistency, and inclusion of career schools as a point of buffering. Suggested changes have been incorporated into the proposed text amendments in Attachment 1.

SECTION VIII. PUBLIC COMMENTS

The following individuals and organizations submitted written comments that were considered by the Planning Commission as they formed a recommendation to Council. These comments have been collected and included as Attachment 4. As summarized below, the written testimony was generally focused on documentation regarding potential community impacts, and the appropriateness of the proposed buffer distances (too little or too much).

- Gayle Allen – Email dated January 8, 2015. Expressed displeasure with marijuana dispensaries on Pacific Highway.
- Connie Ramaekers – Email and PowerPoint dated January 11, 2015, submitted on behalf of Tigard Turns the Tide. Provided documentation regarding potential impacts to public health, safety, and community character and viability related to the presence of marijuana production, processing, and sales. Requested an expansion of the buffers proposed by staff from 500 to 1,000 feet.
- CPO 4B – Resolution No. 15-01. Called for amendments to the proposed amendment package to increase the buffer distance from 500 to 1,000 feet.
- Julie Russell – Emails dated January 18 and January 23, 2015. The emails provided links to news stories documenting community impacts.
- Peter Brock – Email dated January 23, 2015 calling for a reduction of the proposed buffer from 500 to 200 feet, and arguments for the suitability of downtown Tigard for marijuana dispensaries.
- Zack Stratford – Email dated February 9, 2015. Provided copies of articles regarding community impacts of dispensaries, a summary of state requirements for medical marijuana dispensaries, and a draft rendering of a marijuana facility.

ATTACHMENTS:

- Attachments: 1. Draft Text Amendments.
2. Preliminary Location Maps – Retail
3. Preliminary Location Maps – Non-Retail
4. OLCC Liquor Stores by City (Last Updated 12/29/2014)
5. Written Public Comments



PREPARED BY: John Floyd
Associate Planner

February 24, 2015
DATE



APPROVED BY: Tom McGuire
Assistant Community Development Director

February 24, 2015
DATE

CITY OF TIGARD
MARIJUANA FACILITIES PROJECT
DCA2014-00002

PLANNING COMMISSION RECOMMENDATION

Staff Contact:
John Floyd, Associate Planner
13125 SW Hall Blvd, Tigard, OR 97223
503-718-2429 / johnfl@tigard-or.gov

Staff Commentary

Introduction

The Tigard Marijuana Facilities Development Code Project is a series of text amendments whose purpose is to bring the City of Tigard into compliance with State law. Proposed changes to the Tigard Development Code include new definitions to be placed within Chapter 18.120 (Definitions); text amendments to Chapter 18.210 (General Administrative Provisions) to remove a requirement that development be consistent with federal law; and creation of a new chapter to be titled 18.735 (Marijuana Facilities) that would establish time, place, and manner restrictions on marijuana facilities within the City of Tigard.

How to read this report

This document is intended to be read in book format, with proposed text amendments on the right hand page and staff commentary on those amendments on the left. The comments are intended to provide both clarity and future documentation as to legislative intent.

Proposed changes are indicated by the use of ~~strikethroughs~~ to indicate language to be removed, a double underline to indicate language to be inserted, and the use of **red font** to further identify the proposed changes.

Commentary on Proposed Definitions

Definitions for the terms “marijuana” and “marijuana facility” are based on language used in the recently enacted Marijuana Tax adopted by the Tigard City Council under Ordinance 14-02. Definitions have been crafted to try and address the full range of economic activity associated with the production, processing, distribution, transfer, and consumption of cannabis.

The definition for the term “permanent building” was crafted at the request of the Planning Commission on January 12 and included in their recommendation on February 9, 2015.

CHAPTER 18.120
DEFINITIONS

18.120 Definitions

18.120.030 Meaning of Specific Words and Terms

“Marijuana” - All parts of the plant of the Cannabis family Moraceae, whether growing or not; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant or its resin, as may be defined by Oregon Revised Statutes as they currently exist or may from time to time be amended. It does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted there from), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination.

“Marijuana Facility” – A commercial or public use or structure where marijuana is produced, processed, distributed, transferred, sold, or consumed.

“Permanent Building” – A non-mobile structure with a roof supported by columns or walls, and permanently attached to a permanent foundation or footings.”

Staff Commentary

Proposed changes to TDC 18.210.030 would remove consistency requirement with Federal law, and thus reduce legal uncertainties presented to the City and applicants where state and federal law conflict on the matter of marijuana. Under existing code and the continued federal classification of marijuana as a Schedule II drug, the city would be required to deny all land use applications for medical marijuana facilities. This could also create legal uncertainty in situations where a facility wants to open in a location and no land use or building permits are necessary (i.e. conversion of an existing retail space to a state licensed dispensary). Another point of uncertainty exists in that Measure 91 requires a petition and election of the voters for a jurisdiction to prohibit recreational marijuana licenses. The proposed changes would remove those conflicts from local land use regulations.

CHAPTER 18.210
GENERAL ADMINISTRATIVE PROVISIONS

18.210.030 Consistency With Plan and Laws

A. Consistency with comprehensive plan and other local and state laws. Each development and use application and other procedure initiated under this title shall be consistent with the adopted comprehensive plan of the City of Tigard as implemented by this title and with applicable state ~~and federal~~ laws and regulations. All provisions of this title shall be construed in conformity with the adopted comprehensive plan

Staff Commentary

The proposed text amendments would result in a new chapter of the Tigard Development Code known as TDC 18.735 (Marijuana Facilities) that would establish specific development standards for marijuana related businesses. These standards are being developed as a standalone chapter due to the unique legal status and potential community impacts presented by this new land use.

Section 18.735.010 establishes the purpose of the zone. In addition to the reasons listed, the specific community impacts this code is intended to prevent or mitigate includes the following:

- Diversion of marijuana to unauthorized cardholders, particularly minors, by avoiding the location of facilities near places where children live and congregate;
- Unpleasant odors associated with the growing, processing, and consumption of marijuana;
- Unwanted noise generated by visiting customers during early or late hours, and/or the constant hum of electrical generators and fans;
- Crime such as theft, burglary, armed robbery, and kidnapping that can result due to the presence of large amounts of cash, a product that can be resold for significant amounts of money on the black market, and potentially vulnerable users visiting the facilities;
- Threats to health, life and property resulting from facilities not constructed to code;
- Explosions resulting from the use of butane as a processing agent; and/or
- An undue burden placed on City and regional agencies who may be required to respond and address the community impacts listed above.

CHAPTER 18.735
MARIJUANA FACILITIES

Sections:

- 18.735.010 Purpose
- 18.735.020 Applicability
- 18.735.030 Approval and Enforcement
- 18.735.040 Development Standards

18.735.010 Purpose

The purpose of this chapter is to:

- A. Protect the general health, safety, property, and welfare of the public;
- B. Balance the right of individuals to produce and access marijuana and marijuana derivatives consistent with state law, with the need to minimize adverse impacts to nearby properties that may result from the production, storage, distribution, sale, and/or use of marijuana and derivatives;
- C. Prevent or reduce criminal activity that may result in harm to persons or property;
- D. Prevent or reduce diversion of state-licensed marijuana and marijuana derivatives to minors; and
- E. Minimize impacts to the City's public safety services by reducing calls for service.

Staff Commentary

Section 18.735.020 establishes where the provisions of this chapter would apply. As set forth in this section, this chapter would apply to the whole chain of production and custody in both a medical and recreational context. The threshold for application would be the requirement for a state license or registration of the facility, and would not apply to personal exemptions.

Section 18.735.030 establishes a Type I review process to determine minimum compliance with the development standards set forth elsewhere in this section. The purpose of this review process is to capture all new businesses entering or establishing themselves within the city, even in situations where no other land use or building permits are required. As a Type I process, no public notification will be provided to nearby property owners, with the assumption that the development standards set forth in 18.735.040 will prevent or sufficiently mitigate negative off-site impacts that could occur to sensitive land uses within proximity of the facility

The documentation requirements set forth in 18.735.030.C are similar to requirements set forth in the Durham Facility Plan District (see 18.650.070.G), and are intended to facilitate a meaningful and objective review of facilities that may create a significant and unpleasant odor impact upon the neighborhood. The standard is written broadly to allow flexibility in how the applicant responds to the standard, as well as flexibility to the city as new and unknown business models and building types and activities are presented as this sector of the economy develops.

18.735.020 Applicability

- A. Relationship to other standards. The regulations within this Chapter are in addition to base zone standards. Sites with overlay zones, plan districts, inventoried hazards, and/or sensitive lands are subject to additional regulations. Specific uses or development types may also be subject to regulations set forth elsewhere in this title.
- B. When provisions apply. The provisions of this chapter shall apply to all marijuana facilities requiring a state license or registration.

18.735.030 Compliance and Enforcement

- A. Procedure: All marijuana facilities requiring a state license or registration, and public places of assembly where marijuana is consumed, shall demonstrate minimal compliance with these standards through a Type I procedure as set forth in 18.390.030 of this Title, using approval criteria set forth in Subsection B of this section.
- B. Approval Criteria: Development subject to the provisions of this chapter shall demonstrate compliance with all standards set forth in Section 18.735.040 of this Chapter.
- C. Documentation: The following provisions shall apply at the time of minimum compliance review or a request for enforcement:
 - 1. When processing a minimum compliance review, the City may accept an evaluation and explanation certified by a registered engineer or architect, as appropriate, that the proposed development will meet the off-site odor impact standard. The evaluation and explanation shall provide a description of the use or activity, equipment, processes and the mechanisms, or equipment used to avoid or mitigate off-site impacts.
 - 2. If the City does not have the equipment or expertise to measure and evaluate a specific complaint regarding off-site impacts, it may request assistance from another agency or may contract with an independent expert to perform the necessary measurements. The City may accept measurements made by an independent expert hired by the controller or operator of the off-site impact source.

Staff Commentary

State statute authorizes local governments to establish reasonable time, place, and manner restrictions on both medical and recreational marijuana facilities when tied to specific community impacts. In determining what is “reasonable”, staff recommends looking at existing precedents both within Tigard and across the region.

- The Tigard Development Code already includes use and design regulations comparable to those proposed in 18.735.050, including:
 - Restrictions on hours of operation;
 - Restriction on allowed zones;
 - Distance buffers;
 - Limits on size;
 - Design and Security requirements; and
 - Environmental performance standards for odor.
- Restrictions on hours of operation are proposed
 - According to data published by the OLCC, proposed hours of operation in TDC 18.735.050.C are more expansive than those posted by the existing liquor stores in Tigard (11-9 Monday – Friday, 10-7 Saturday, closed on Sunday). Looking at surrounding communities, the proposed hours of operation are identical to (or slightly more expansive) than existing liquor store hours in King City, Beaverton, and Tualatin.
 - An exception to hours of operation for industrial uses has been included in the proposal for industrial uses where the general public is not present.
- Exterior lighting requirements are comparable to those required during normal Site Development Review (see TDC 18.360.090.I).
- There is existing precedent for the use of minimum distance buffers as a reasonable land use control for marijuana related businesses, such as those proposed in 18.735.040.H:
 - The state of Oregon has already set a precedent for the use of 1,000 foot distance buffers as a reasonable method to avoid diversion of marijuana and minimizing public nuisances that may affect minors attending a primary or secondary school.
 - Washington State ballot measure I-502, prohibits the issuance of a licenses for the sale of marijuana within 1,000 feet of playgrounds, public parks, recreational facilities, child care centers, elementary or secondary schools, transit centers, libraries, or game arcades not restricted to 21 and older.
 - The city of Tigard adult entertainment standards (18.330.050.B.1) require a 500 ft. separation between adult entertainment uses and specified land uses which may be negatively impacted by adult entertainments.
 - Other local governments within Oregon have adopted minimum distance requirements from specified land uses, including: Washington County (1,500 – 2,000 feet), City of Salem (100-500 feet), City of McMinnville (1,000 feet), and City of Albany (300 feet). The City of Hillsboro is also considering 1,000 foot minimum distance buffers from residential areas, and the City of Tualatin a 3,000 foot buffer from both residential and park uses, but their public hearing processes have not yet concluded.

Proposed Text Amendments

18.735.040 Development Standards – Staff Recommendation of January 12, 2015

Development subject to the provisions of this chapter shall demonstrate compliance with all of the following standards:

- A. The proposed development complies with all applicable State requirements.
- B. The proposed use is allowed in the underlying zone and complies with all applicable requirements of this title.
- C. Hours of commercial operation shall be limited to the hours between 10:00 am and 8:00 pm. General industrial uses with no on-site retail activity are exempt from this restriction.
- D. Primary entrances shall be located on street-facing facades and clearly visible from a public or private street.
- E. The proposed development shall be located inside a permanent building and may not be located within a trailer, shipping container, cargo container, tent, or motor vehicle. Outdoor storage of merchandise, plants, or other materials is not allowed.
- F. Parking lots, primary entrances, and exterior walkways shall be illuminated with downward facing security lighting to provide after-dark visibility to employees and patrons. Fixtures shall be located so that light patterns overlap at a height of seven feet.
- G. Drive-through marijuana facilities are prohibited.

Staff Commentary

On January 12, 2015 and February 9, 2015 the Tigard Planning Commission considered the staff recommendation after receiving public testimony from both opponents and proponents of marijuana facilities being allowed to operate within the City. Three issues arose

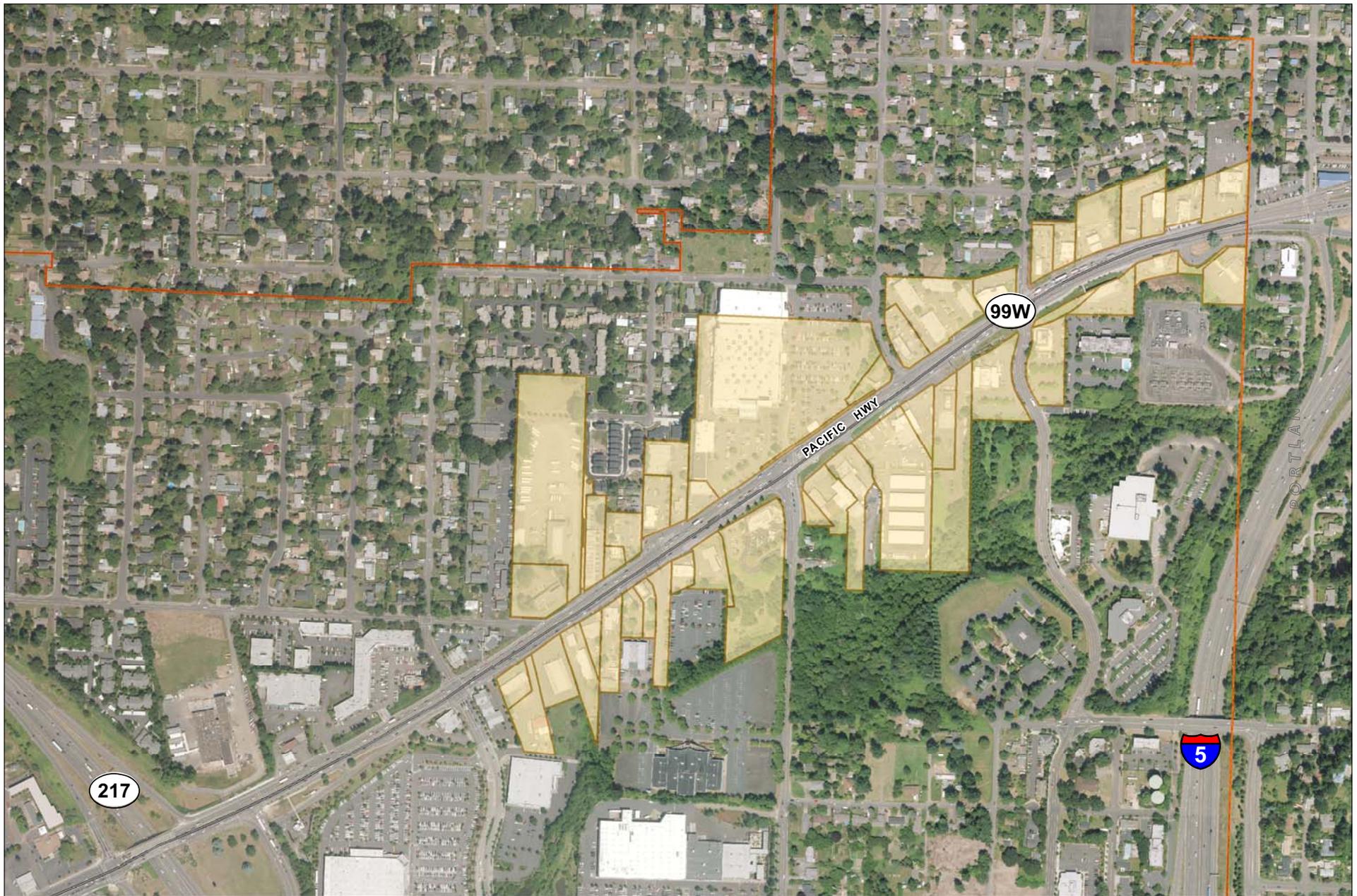
- The Commission was concerned that the staff recommendation only provided a buffer from residential zones, and not mixed-use zones where children and other members of the population are expected to reside. The Commission found some level of protection necessary for mixed use zones as well as residential zones. This concern was greater for marijuana facilities open to the public.
- The commission was also concerned about an overconcentration of retail facilities along Pacific Highway or Main Street. There was a similar concern about their overconcentration in the City's industrial zones.
- Within the public testimony were requests from retail marijuana facility operators who desired to locate on Pacific Highway or Main Street as preferred locations, citing their function as primary retail destinations within the City.

In consideration of these and other issues, the Planning Commission unanimously adopted differential location standards for marijuana facilities open to the public, and facilities not open to the public. These changes are reflected in paragraph "H" on the opposite page, and reflect staff's interpretation of the general direction provided in the Planning Commission's motion.

Proposed Text Amendments

- ~~H. The proposed site is not be located within 500 feet of any parcel or tract of land within the City of Tigard and containing one or more of the following characteristics, as measured at the closest property lines:~~
- ~~a. Residential Zone~~
 - ~~b. Parks and Recreation Zone~~
 - ~~c. Public Library~~
- H. The proposed marijuana facility meets the following site location restrictions. All distances shall be measured at the closest property lines between the proposed site and nearest parcel or tract of land containing the specified use or characteristic.
1. Retailers and wholesalers selling directly to the public shall be restricted to parcels with frontage on Pacific Highway or Main Street; shall not be located not within 1,000 feet of another retail or wholesale marijuana facility; and not within 500 feet of a Public Library or Parks and Recreation Zone.
 2. Non-retail uses and wholesalers not selling to the public shall not be located within 500 feet of a parcel or tract within the City of Tigard containing one or more of the following:
 - a. Residential Zone
 - b. Parks and Recreation Zone
 - c. Public Library
- I. The proposed site is not located within 1,000 feet of any parcel or tract of land within the City of Tigard containing a public or private elementary school, or career school attended primarily by minors, as measured at the closest property lines.
- J. The proposed development shall confine all marijuana odors and other objectionable odors to levels undetectable at the property line.

Planning Commission Recommendation for Retail Marijuana Facilities I-5 to OR-217



ATTACHMENT 2

Conceptual Map For Discussion Purposes Only

Planning Commission Recommendation for Retail Marijuana Facilities OR-217 to Park St.



ATTACHMENT 2

Conceptual Map For Discussion Purposes Only

Planning Commission Recommendation for Retail Marijuana Facilities Park St. to Beef Bend Rd.



ATTACHMENT 2

Conceptual Map For Discussion Purposes Only

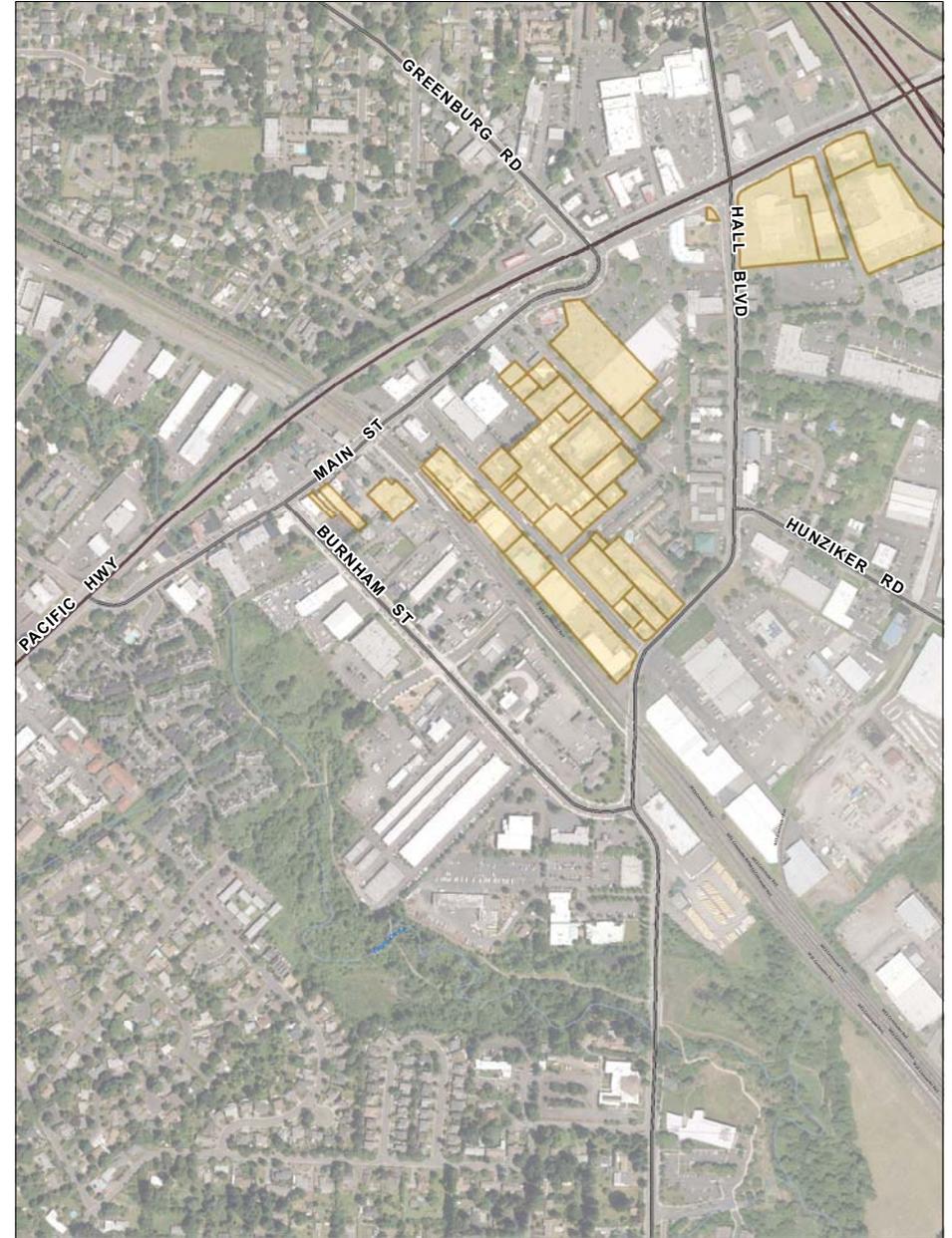
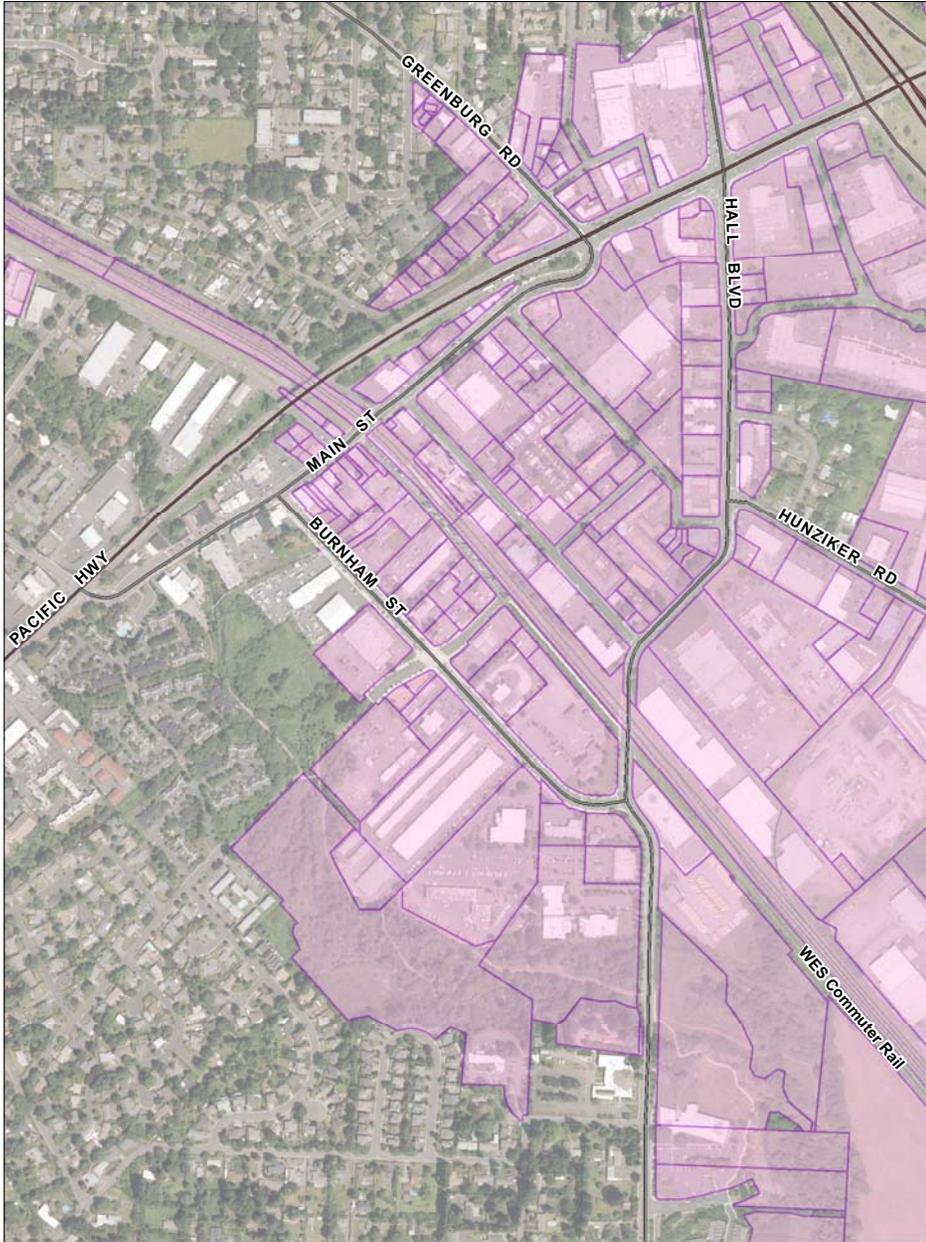
Planning Commission Recommendation for Retail Marijuana Facilities Beef Bend Rd. to City Limits



ATTACHMENT 2

Conceptual Map For Discussion Purposes Only

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code Downtown Tigard



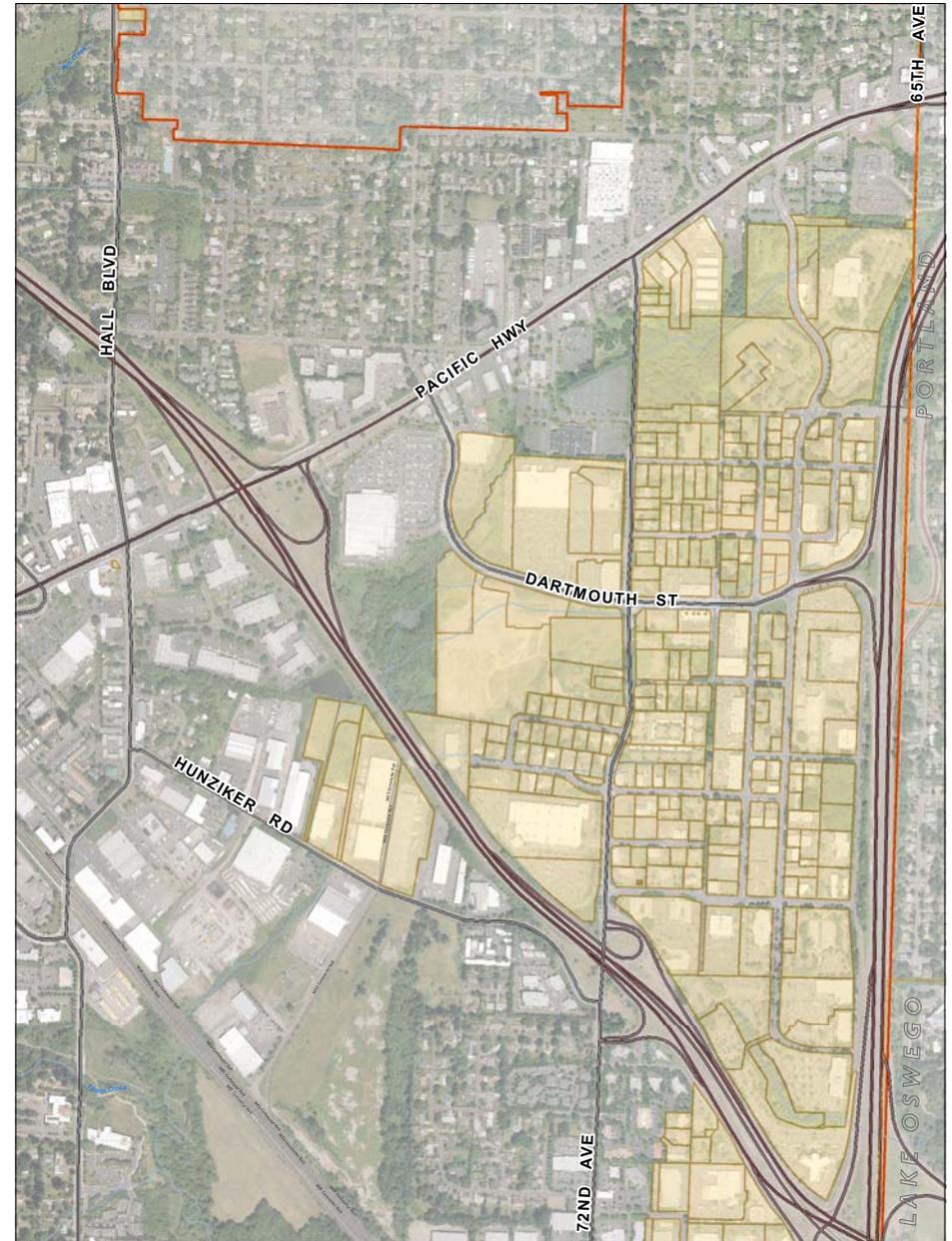
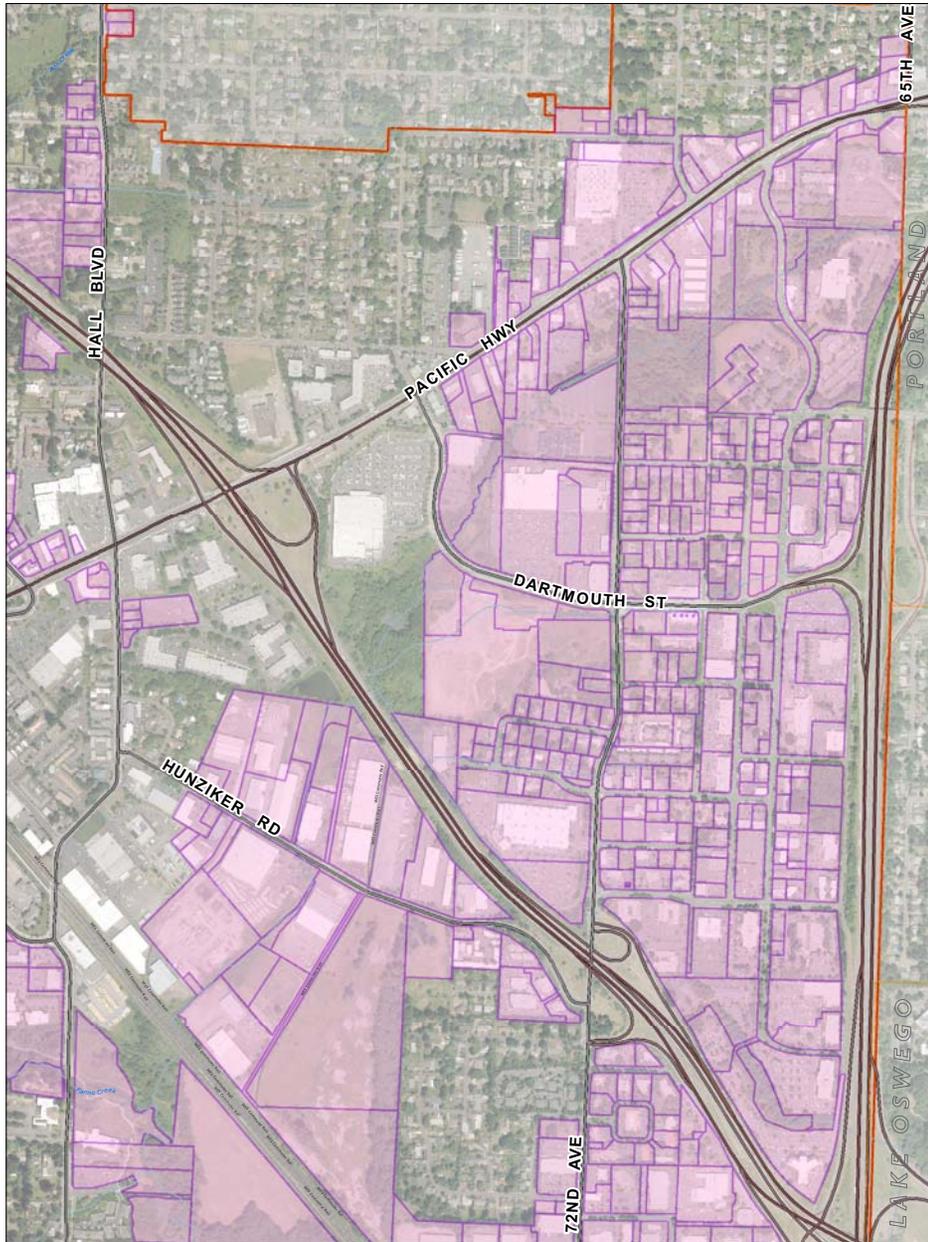
Attachment 3

 Parcels Not Excluded by ORS 475.314

Conceptual Map
For Discussion
Purposes Only

 Parcels Not Excluded by ORS 475.314 or
Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code Tigard Triangle and Vicinity



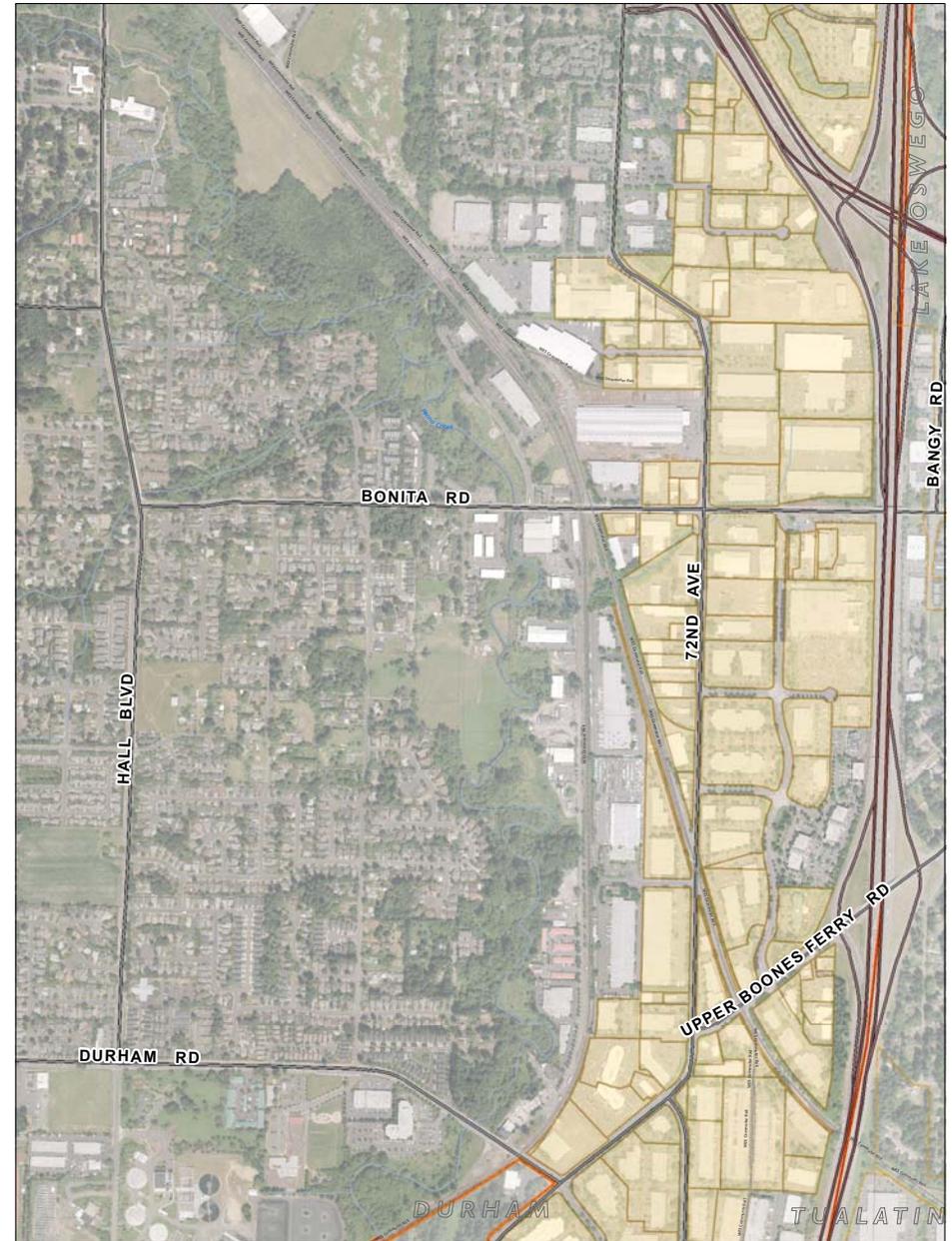
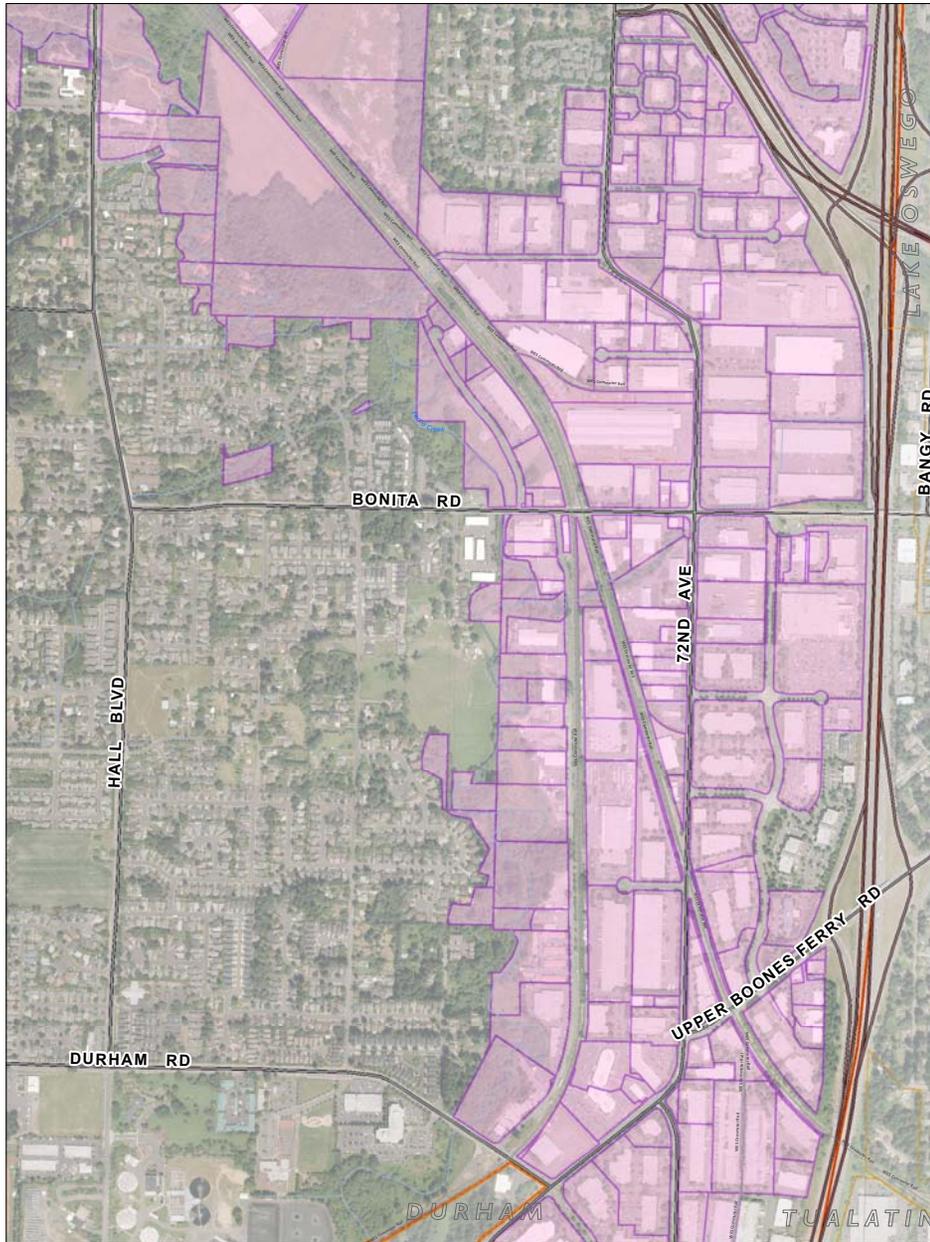
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 Parcels Not Excluded By ORS 475.314 or
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Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code Amendments 72nd/Sequoia Industrial Area



Attachment 3

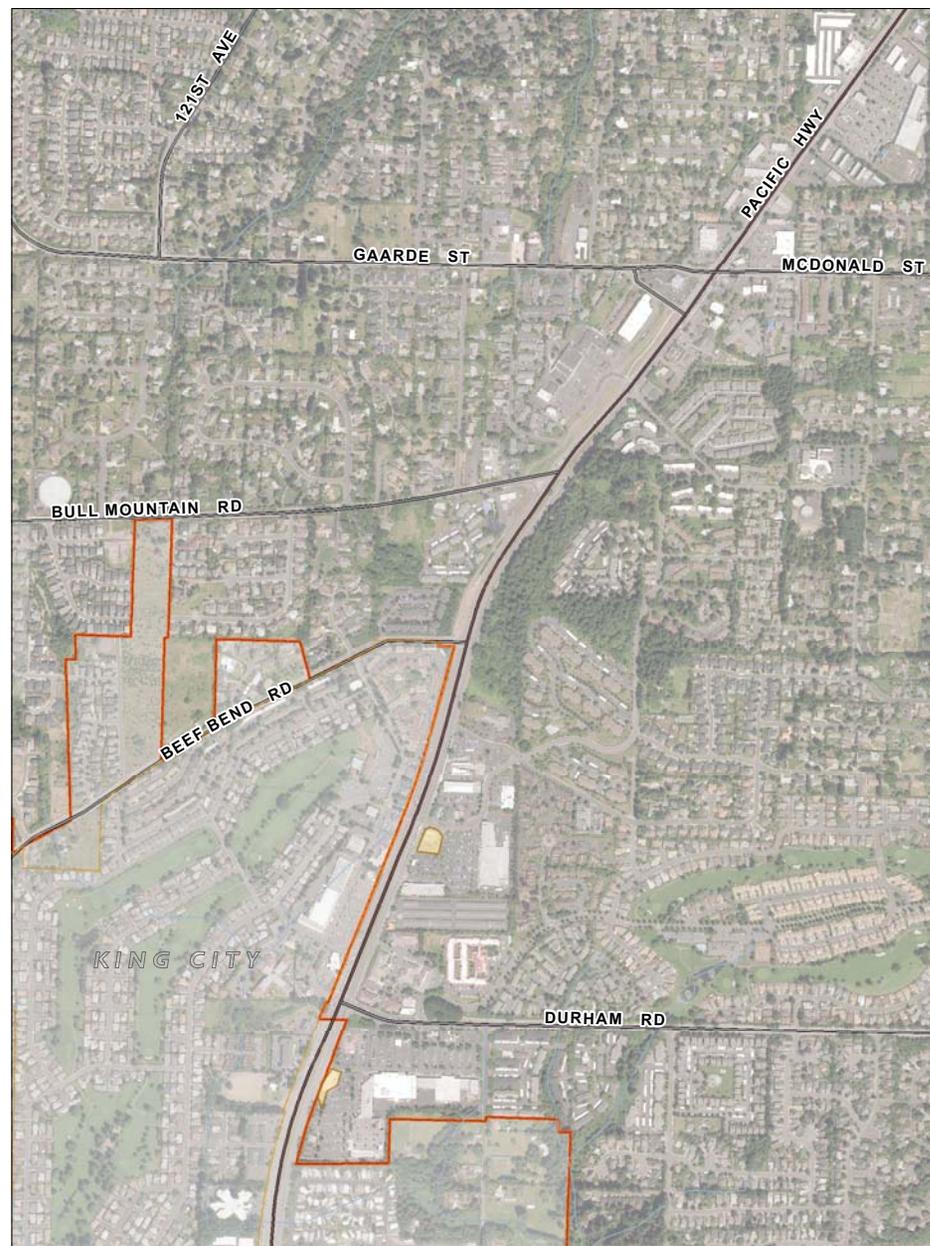
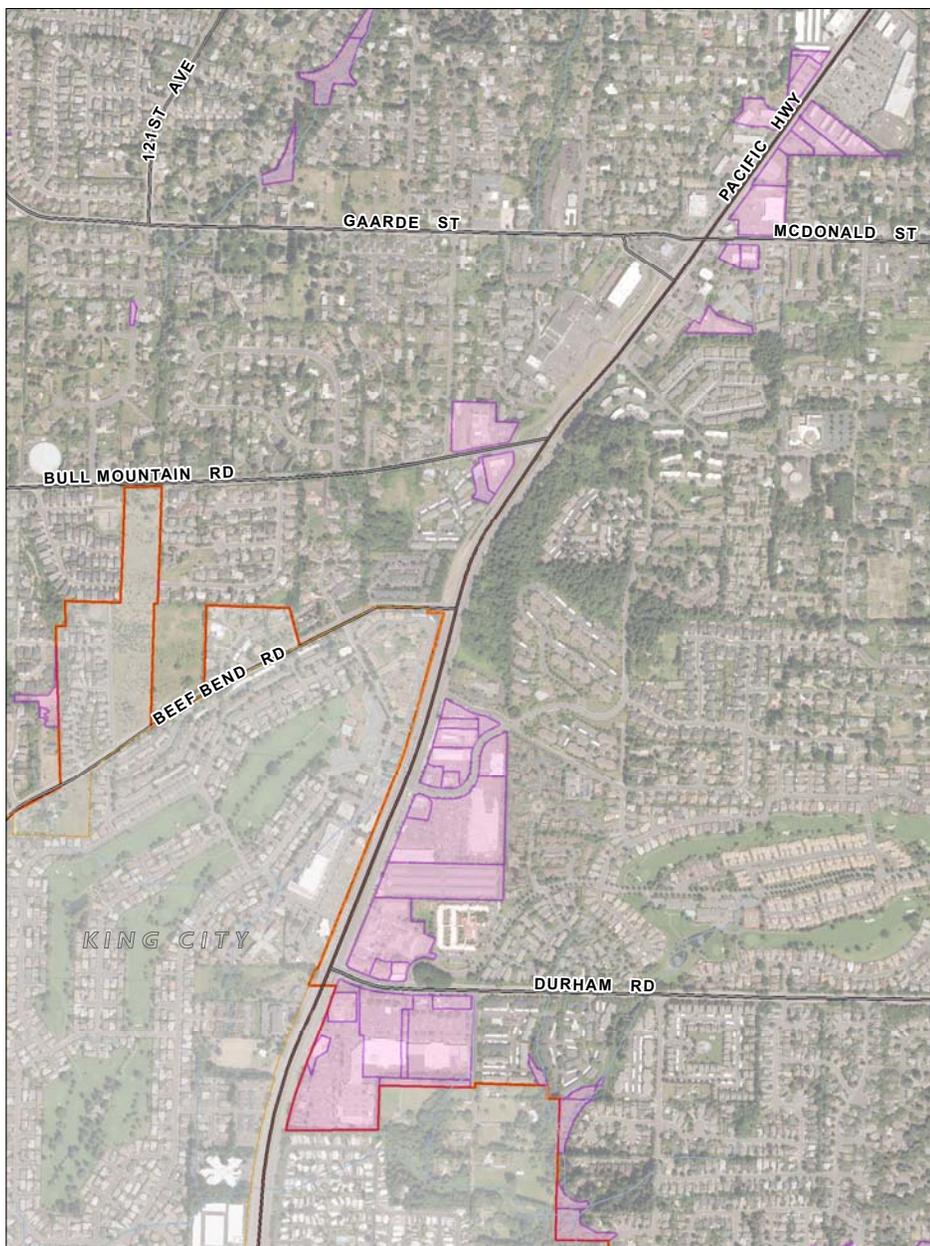
Parcels Not Excluded By ORS 475.314

Conceptual Map
For Discussion
Purposes Only



Parcels Not Excluded By ORS 475.314 or
Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code South Tigard to King City



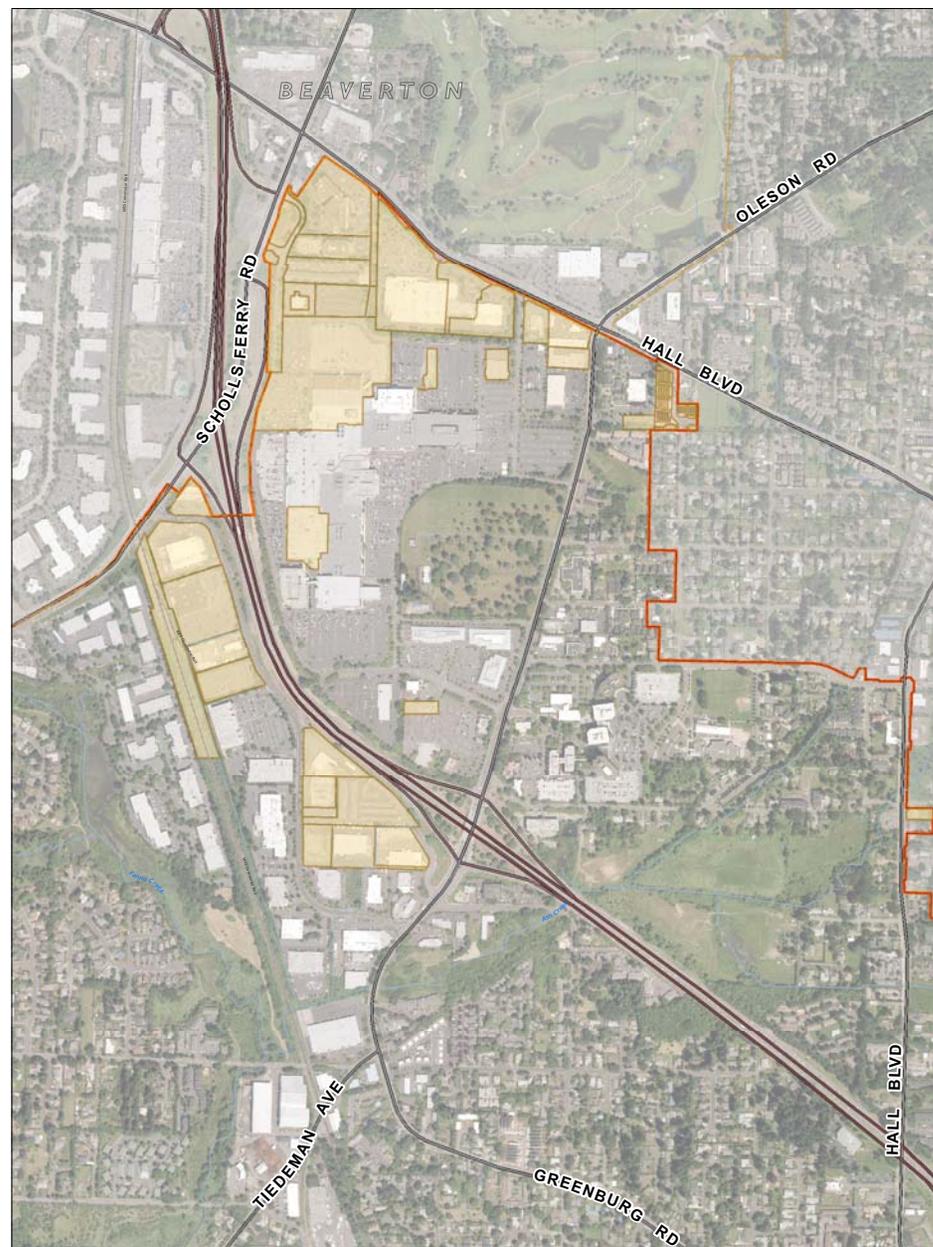
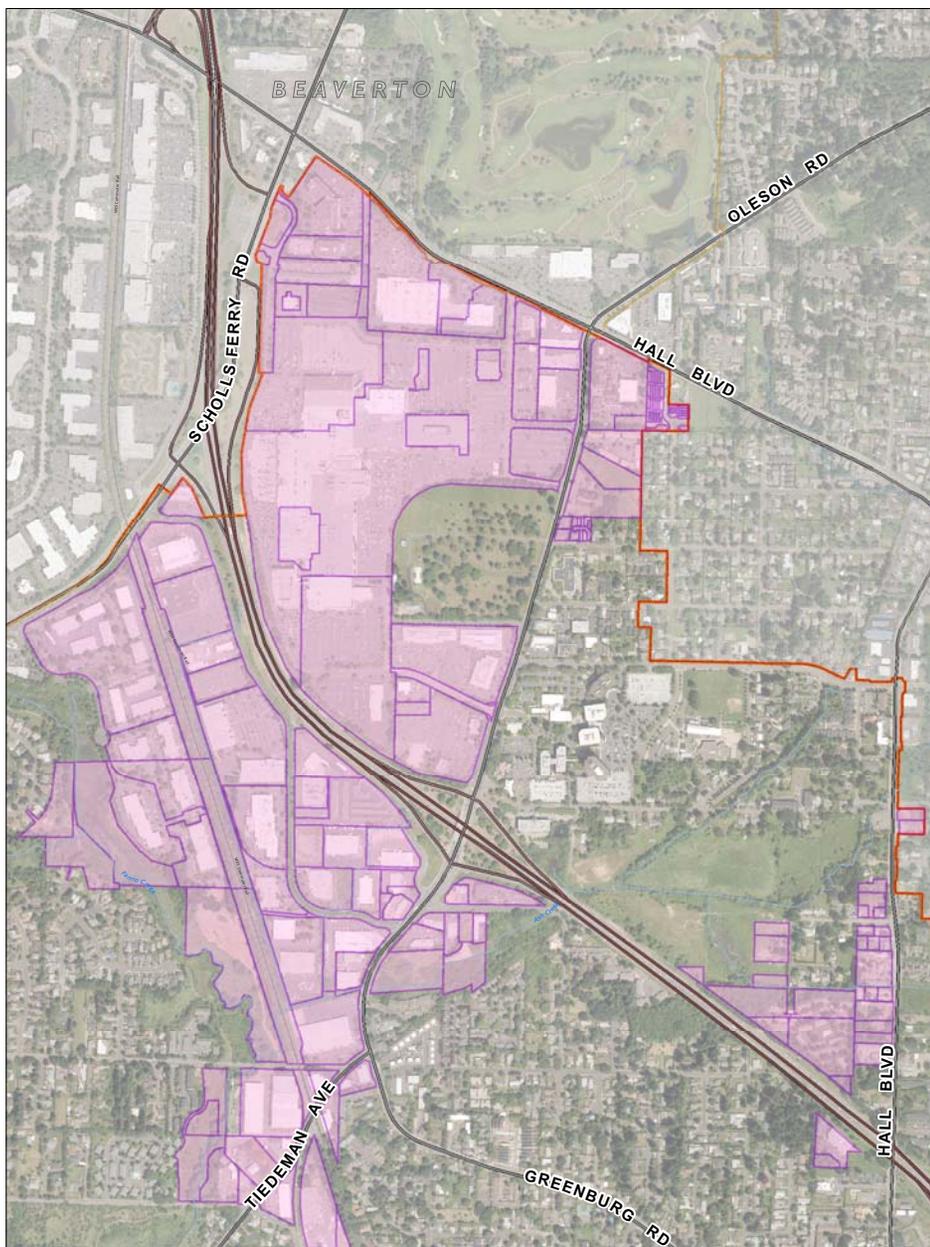
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For Discussion
Purposes Only

Parcels Not Excluded By ORS 475.314 or
Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code Washington Square and Vicinity



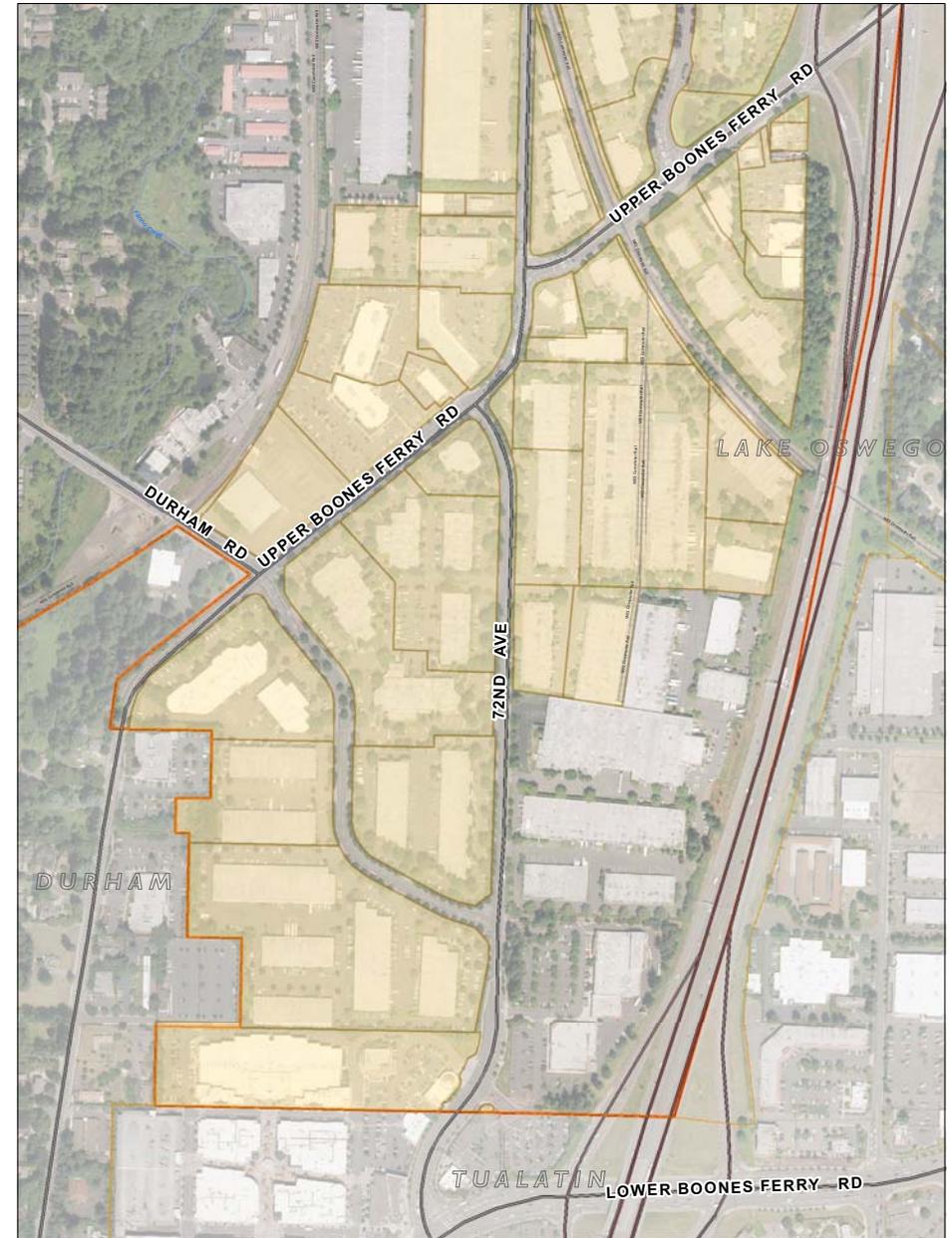
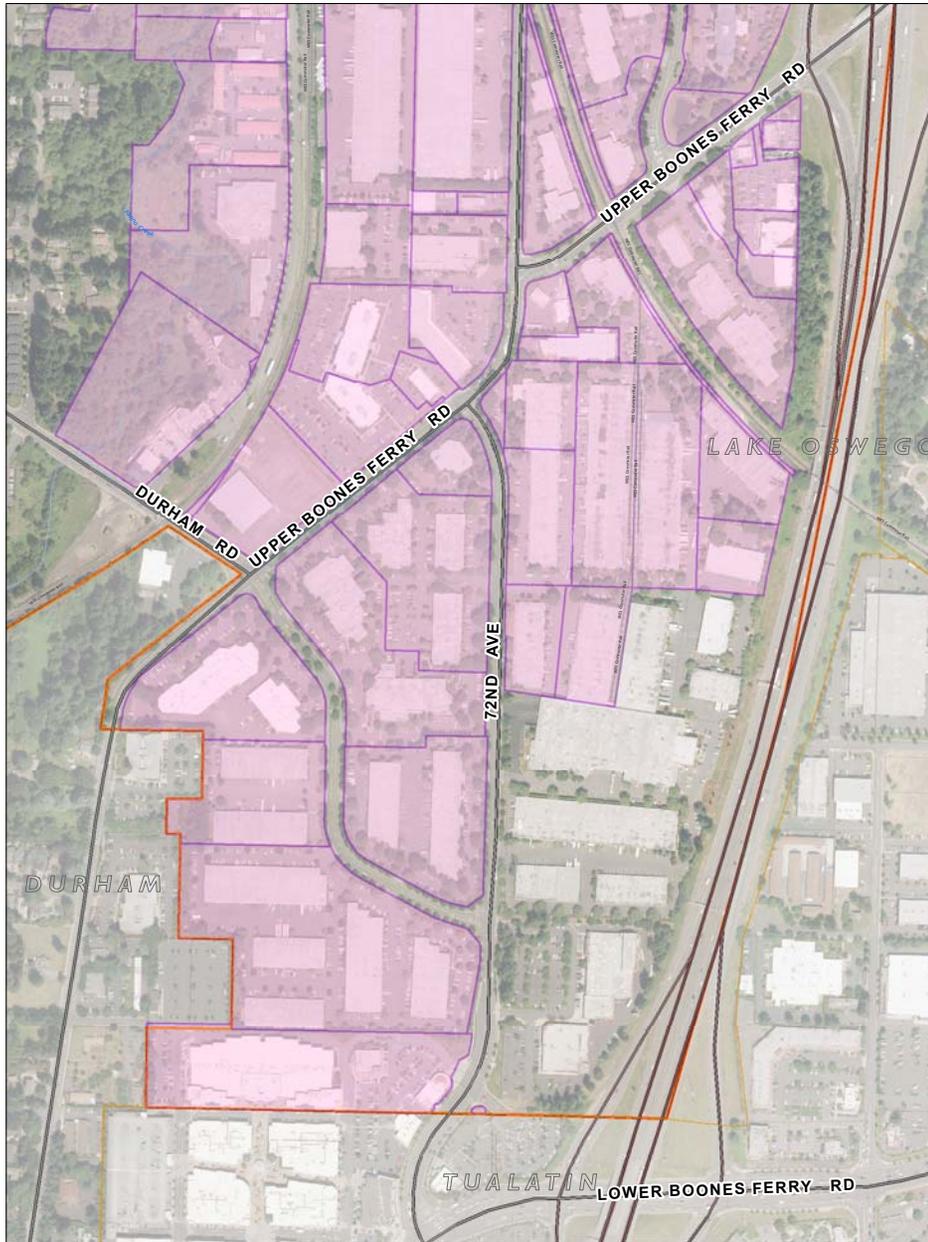
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Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations Versus Proposed Development Code Amendments Bridgeport and Vicinity



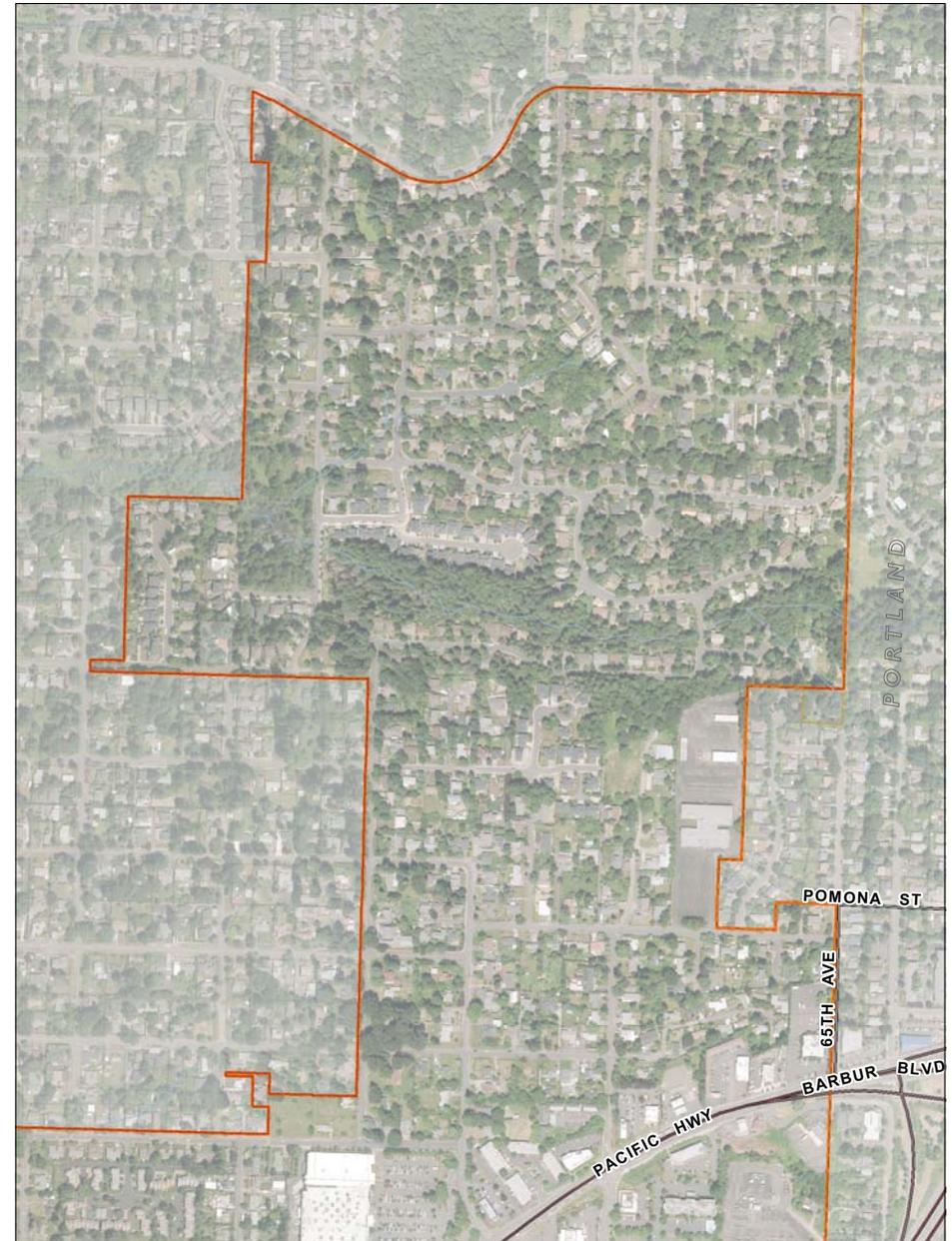
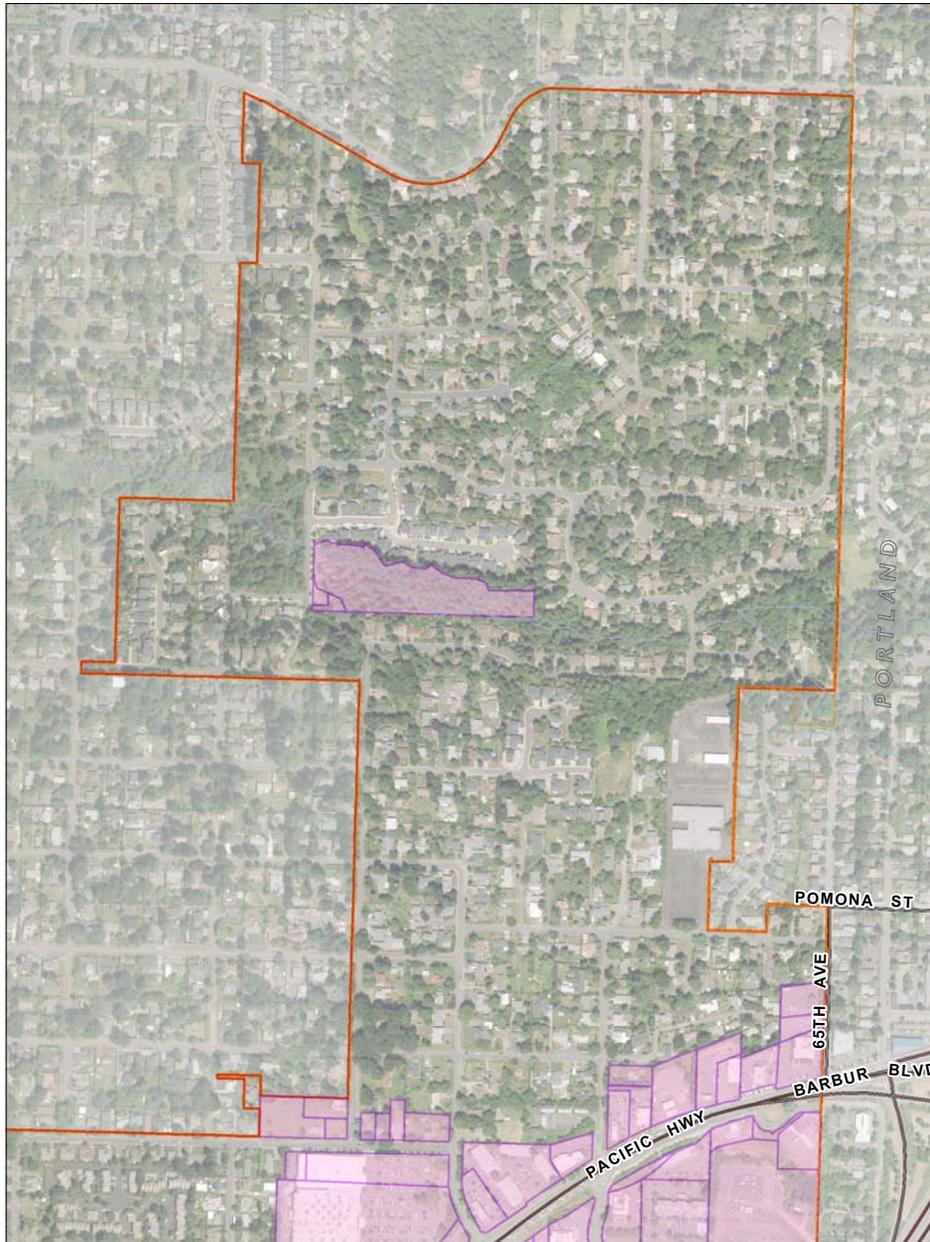
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Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code Amendments Metzger Area



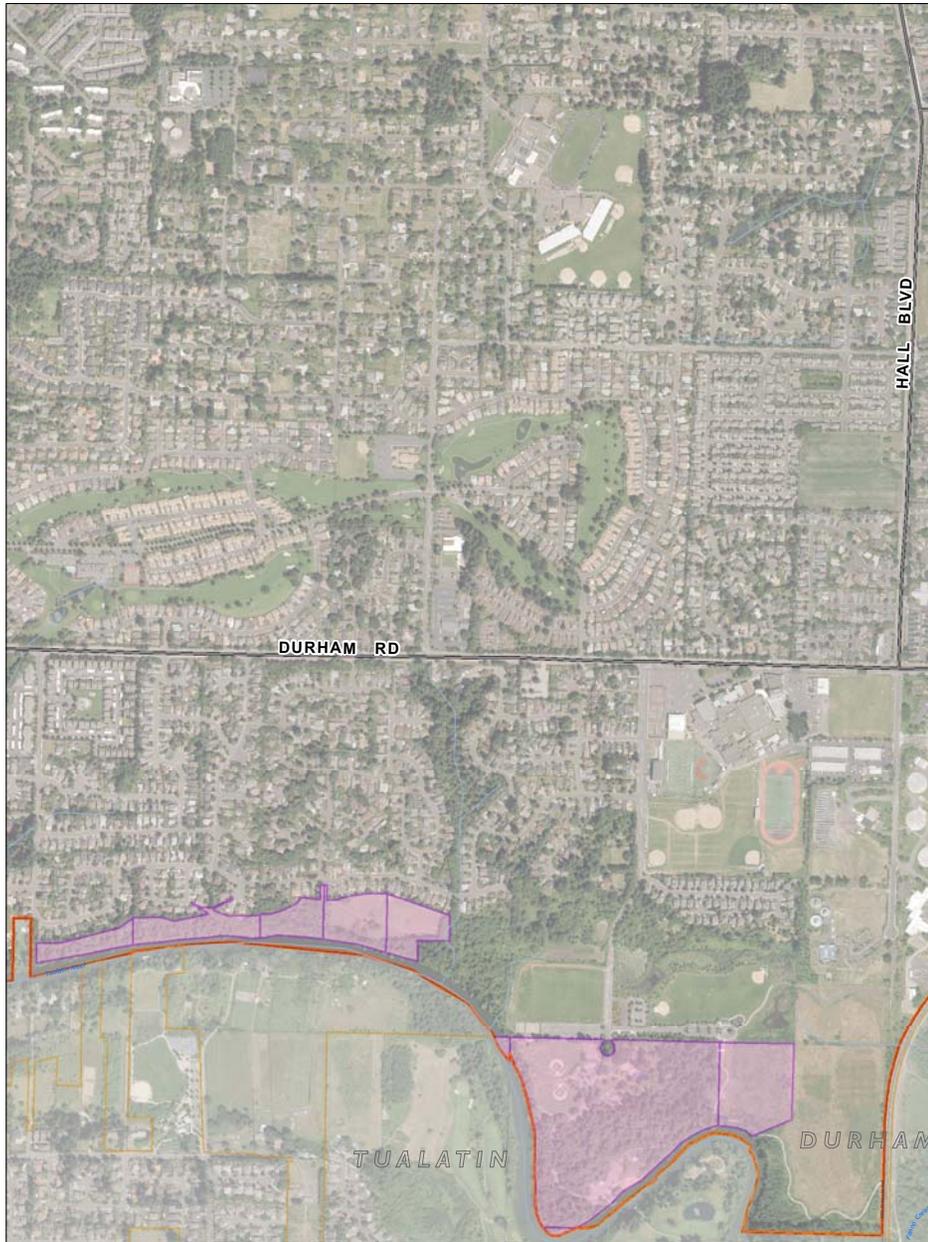
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Purposes Only

Parcels Not Excluded By ORS 475.314 or
Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code Amendments SW McDonald St. to Cook Park



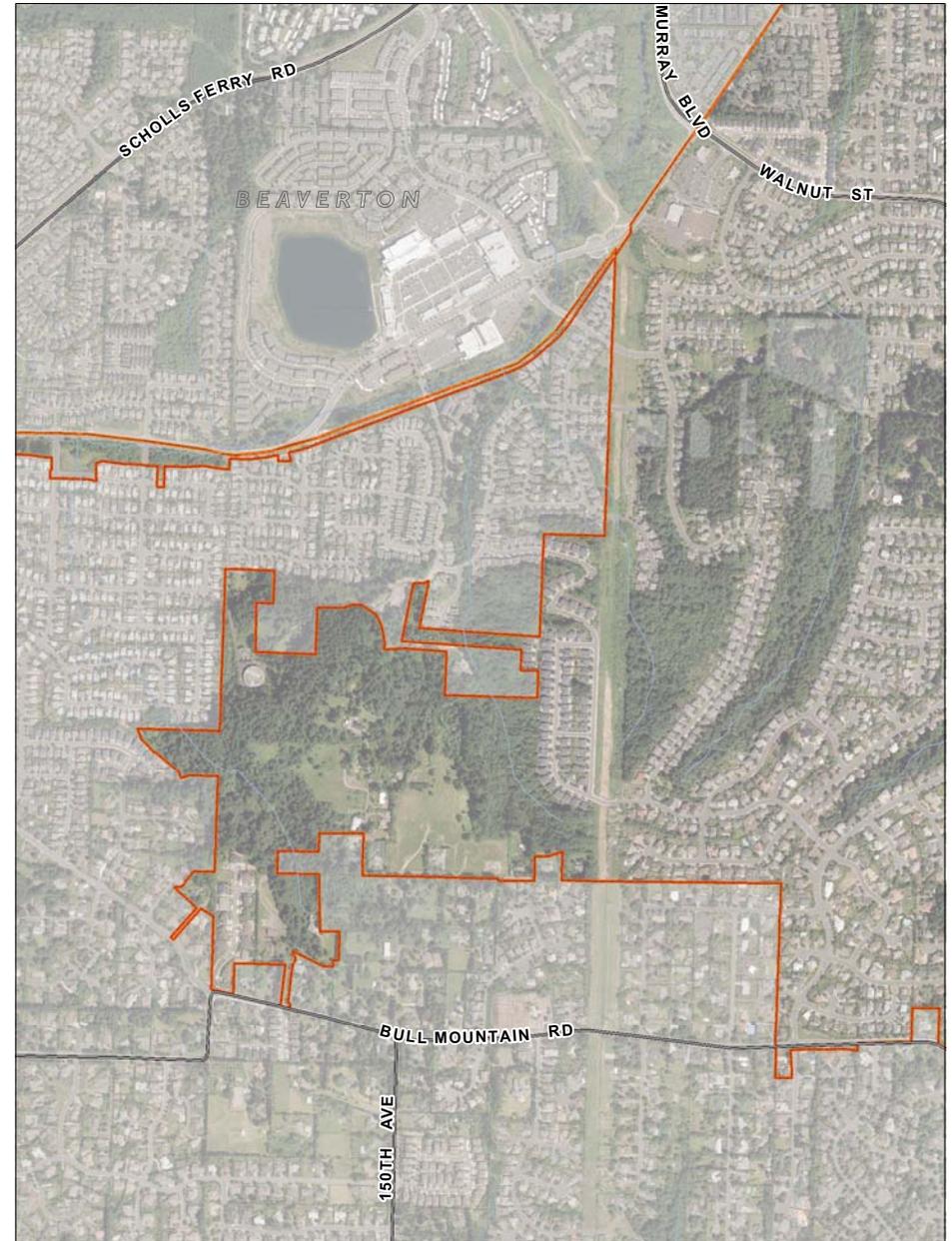
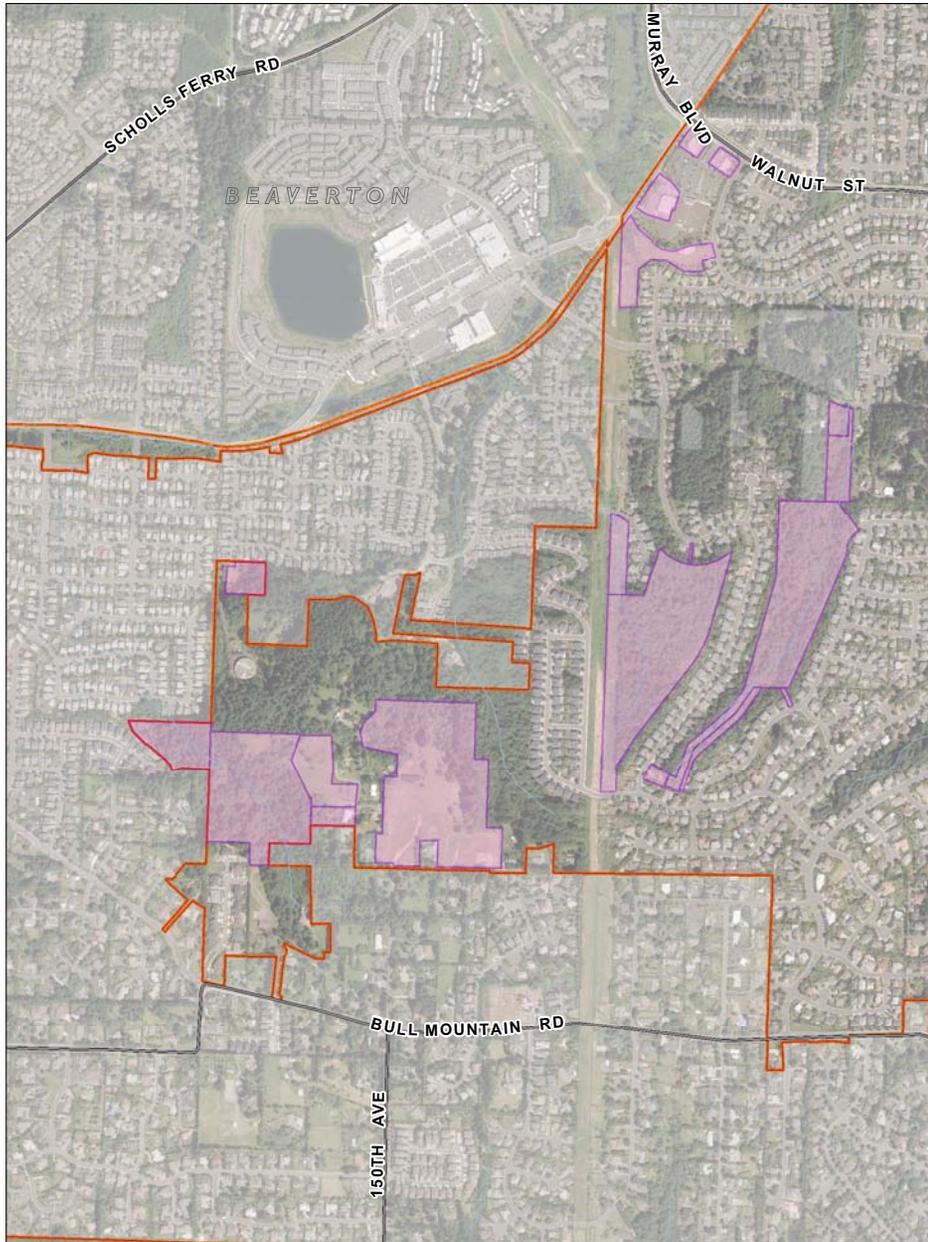
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Parcels Not Excluded By ORS 475.314 or
Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations and Proposed Development Code Bull Mountain and Vicinity



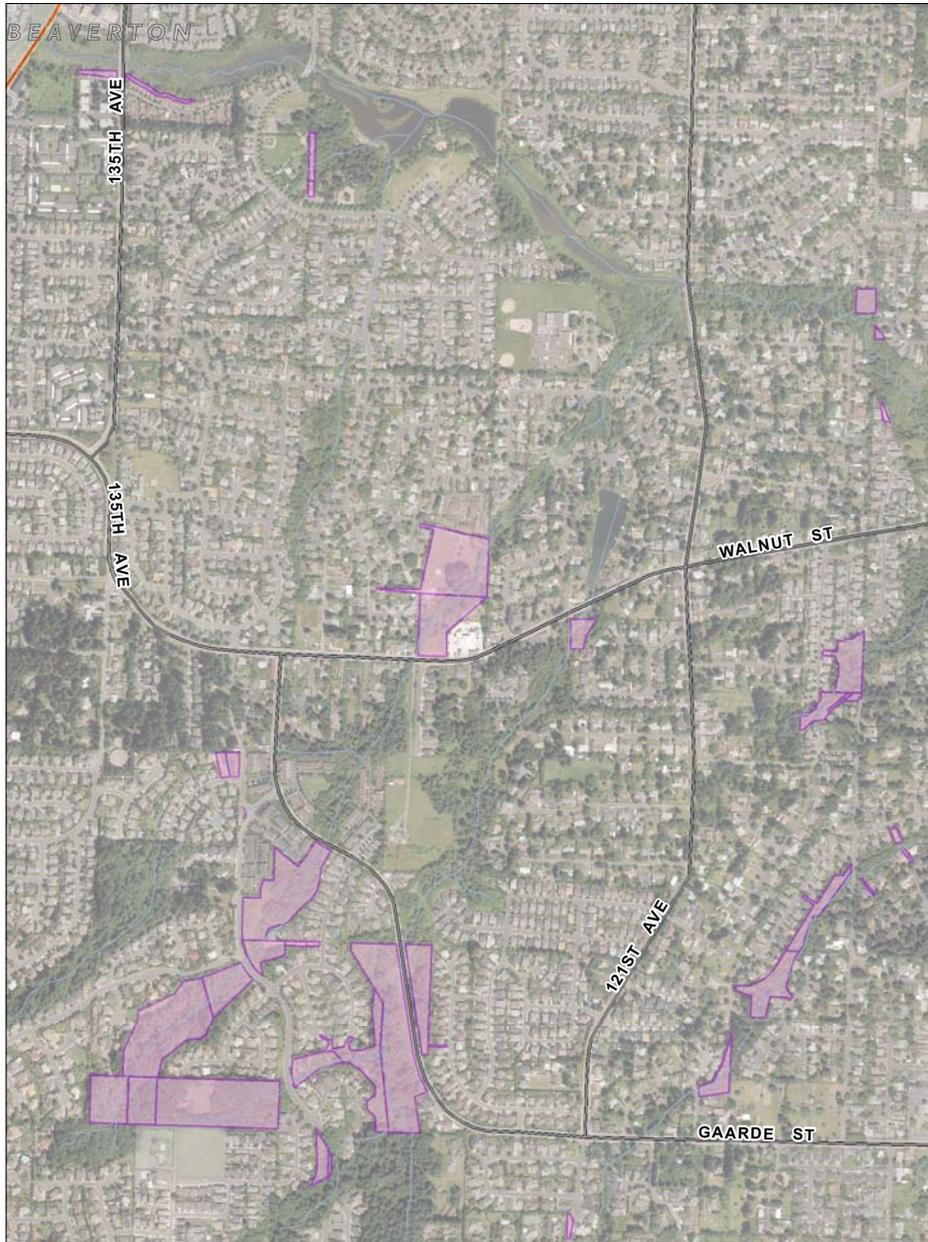
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 Parcels Not Excluded By ORS 475.314

Conceptual Map
For Discussion
Purposes Only

 Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones

Comparison of Available Sites for Marijuana Dispensaries: Existing State Regulations versus Proposed Development Code Summerlake Park to Gaarde St.



Attachment 3

Parcels Not Excluded By ORS 475.314

Conceptual Map
For Discussion
Purposes Only

Parcels Not Excluded By ORS 475.314 or
Proposed 500' Exclusion Areas Around
Residential, Parks and Recreation Zones



Liquor Stores by City
Last Updated On 12/29/2014
(Please call ahead to verify store holiday hours.)

Attachment 4

STORE LOCATION	PHONE	ADDRESS	REGULAR HOURS
1213 Agness	541-247-7233	04219 Agness Rd 97406	Summer: 8-7 M-Sun Winter: 10-6 M-Sun
1219 Albany Downtown	541-926-1166	104 4th Ave SE 97321	11-7 M-S; 12-5 SUN
1103 Albany East	541-926-2887	2530 Pacific Blvd SE 97321	11-7 M-S; 12-5 SUN
1191 Aloha Farmington	503-649-6155	17455 SW Farmington Rd Ste 30A 97007	11-7 M-T; 10-7 F-S; Closed Sunday
1239 Aloha TV Hwy	503-591-9590	20285 SW Tualatin Valley Highway 97003	11-7 M-Th; 10-8 FS; 11-4 Sun
1039 Amity	503-835-0300	520 S. Trade St 97101	7-10 M-SUN
1064 Arlington	541-454-2633	200 Arlington Mall 97812	8-6 M-S; 10-2 Sun
1012 Ashland	541-482-4258	40 Lithia Way 97520	10-7 M-Th; 10-8 F-S; 11-6 Sun
1167 Astoria	503-325-4784	730 Bond Street, Suite A 97103	10-7 M-S; 11-4 Sun
1006 Athena	541-566-2396	313 E. Main St 97813	7-7 M-S; 7-6 Sun
1092 Baker City	541-523-5022	1250 Campbell St 97814	10-7 M-Th; 10-8 F; 10-7 S; Closed Sunday
1056 Bandon	541-347-2106	1125 Alabama Ave SE 97411	10-7 M-S; 10-5 Sun
1073 Banks	503-324-2171	12350 NW Main Street, Suite 100 97106	7-10 M-S; 7-10 Sun
1237 Beaverton Allen Blvd	503-644-2235	14334 SW Allen Blvd 97005	11-7 M-W; 11-8 Th-S; 11-6 Sun
1250 Beaverton Murray Scholls	503-521-9032	14700 SW Murray Scholls Dr. Ste 104 97007	11-8 M-S; 12-6 Sun
1086 Beaverton Progress	503-646-2875	8616 SW Hall Blvd 97008	11-7 M-Th; 11-8 F-S; 11-5 Sun
1230 Beaverton Town Square	503-644-7567	11423 SW Beaverton/Hillsdale Hwy 97005	9-10 M-S; 11-9 Sun
1150 Bend East	541-318-2977	2220 NE Highway 20, Ste. 1 97701	10-9 M-W; 9-9 Th-S; 10-7 Sun
1163 Bend North	541-382-7050	2040 NE 3rd Street #108 97701	10-8 M-Th, 10-9 FS, 11-6 Sun
1069 Bend South	541-388-0692	61153 S Highway 97 97702	10-7 M-S; Closed Sunday
1242 Bend West	541-312-2229	155 SW Century Dr., Suite 100 97702	10-8 M-T; 10-9 FS; 11-7 Sun
1165 Blue River	541-822-3531	51748 Cascade Street 97413	Win: 8-7M-F; 9-7S; 10-5Sun. Sum: 8-8M-F; 9-8S; 10-7Sun
1044 Bly	541-353-2271	61278 Hwy 140 E 97622	Winter: 7-6 M-Sun; Summer: 7-7 M-Sun
1161 Boardman	541-481-7351	202 NW 1st 97818	9-7 M-S; 11-3 Sun
1111 Bonanza	541-545-6621	31919 Hwy 70 97623	7-9 M-S; 7-9 Sun
1129 Brookings	541-469-2502	896 Chetco Ave 97415	9-6 M-Th; 9-7 FS; 12-4 Sun
1009 Brownsville	541-466-9100	130 Spaulding Ave 97327	10-7 M-Th; 10-7:30 FS; Closed Sunday
1014 Burns	541-573-2511	767 Ponderosa Village 97720	10-7 M-TH, 10-8 F-SA, 11-4 SUN
1226 Butte Falls	541-865-3223	415 Broad St 97522	Winter: 8-8 M-Sun; Summer: 8-9 M-Sun
1208 Camas Valley	541-445-2313	18355 Highway 42 97416	Winter: 7-8 M-S; Summer: 7-8 M-S; Closed Sunday
1122 Canby	503-266-3562	426 NW 1st Avenue 97013	11-7 M-S; 12-4 Sun
1018 Cannon Beach	503-436-2558	171 Sunset Blvd 97110	11-7 M-Th; 11-8 F,S; 12-6 Sun
1247 Cannon Beach Downtown	503-436-0677	239 N Hemlock 97110	Winter: T-Th 10-6, F-Sun 11-6; Closed Mon
1134 Canyonville	541-839-4105	425 N Main Street 97417	7-10 M-S; 7-10 Sun
1114 Cascade Locks	541-374-8425	450 Wanapa Street 97014	WIN 7-9 Sun-Th, 7-10 F,S; SUM 7-10 M-S; 7-9 Sun
1138 Cave Junction	541-592-3685	121 S. Redwood Hwy 97523	11-7 M-S; Closed Sunday
1085 Central Point	541-664-3910	1217 Plaza Blvd., Suite C 97502	11-8 M-Th; 11-9 FS; 12-5 Sun
1211 Charleston	541-888-4646	91133 Cape Arago Hwy 97420	9-9 M-S; 9-8 Sun

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STORE LOCATION	PHONE	ADDRESS	REGULAR HOURS
1110 Chemult	541-365-4422	94511 Highway 97 N 97731	Sum: 9-8 MS; 10-6 Sun; Win: 10-7 MS; 10-6 Sun
1084 Chiloquin	541-783-2346	323 Chocktoot 97624	7:30-8 M-S; 9-8 Sun
1223 Christmas Valley	541-576-2500	87164 Christmas Valley Hwy 97641	Winter: 7-8 M-Sun; Summer: 7-9 M-Sun
1101 Clackamas	503-656-5186	16142 SE 82nd Dr 97015	10:30-7:30 M-Th, 10:30-8 FS; 11-4 Sun
1238 Clackamas Sunnyside	503-698-5829	12046 SE Sunnyside Rd 97015	11-8 M-Th; 10-8 FS; 12-5 Sun
1027 Clatskanie	503-728-2892	235 W. Columbia River Hwy 97016	10-7 M-S; 10-4 Sun
1001 Condon	541-384-2801	225 S Main Street 97823	9-6 M-F; 10-6 S; Closed Sunday
1108 Coos Bay	541-267-6421	784 Central Ave. 97420	10-7 M-Th; 10-8 F-S; 11-6 Sun
1055 Coquille	541-396-4651	630 Hwy 42 E 97423	11-7 M-S; 11-3 Sun
1228 Corvallis Downtown	541-753-7998	575 SW Washington Avenue 97333	10-7:30 M-W, 10-8 Th-Sat; Closed Sunday
1194 Corvallis North	541-754-0769	935 NW Circle Blvd. 97330	10-8 M-S; 12-5 Sun
1137 Cottage Grove	541-942-3469	1785 E Main St #3 97424	10:30-7:30 M-S; 11-6 SUN
1081 Crescent	541-433-2530	136854 Highway 97 N 97733	9-6 M-S; 10-5 Sun
1153 Creswell	541-895-2559	159 E Oregon Ave 97426	10:30-8:30 Sun-Sat
1016 Dallas	503-623-9668	170 W. Ellendale, Suite 105 97338	11-7 M-W; 11-8 Th-S, 11-7 Sun
1135 Dayville	541-987-2133	207 W Franklin Ave 97825	Winter: 9-6 M-S; Summer: 8-6 M-S; 9-5 Sun
1020 Depoe Bay	541-765-2317	Hwy 101, Mall 101, Ste H 97341	11-7 M-S; Closed Sunday
1203 Detroit	503-854-3696	215 D Street 97342	Winter: 7-8 Sun-Th; 7-10 FS; Summer: 7-10 M-Sun
1206 Dexter	541-937-2616	38830 Dexter Rd 97431	Sum 7-8 M-S; 8-6 Sun; Win 7-7 M-S; 8-6 Sun
1088 Drain	541-836-2054	202 Second Street 97435	Win: 9-9 Sun-Th; 9-10 FS; Sum: 9-10 M-Sun
1026 Eagle Point	541-826-3255	11150 Highway 62 97524	9:30-8 M-S, 11-5 Sun
1079 Elgin	541-437-0188	1480 Division Street 97827	7:30-8 M-TH, 8-8 Fri-Sun
1005 Enterprise	541-426-4393	106 W Main Street 97828	10-6 M-S; Closed Sunday
1046 Estacada	503-630-6886	305 SW Wade St. 97023	10-7 M-S; Closed Sunday
1218 Eugene Downtown	541-343-4424	401 West 11th Ave 97401	10-8 MT; 10-9 WTh; 10-10 FS; 11-5 Sunday
1193 Eugene NE	541-485-3093	1530 Coburg Rd 97401	10-8 M-T; 10-9 F-S; 11-6 Sun
1169 Eugene NW	541-688-1400	74 Division Ave 97404	11-8 M-Th; 11-9 FS; 11-6 Sun
1154 Eugene South	541-343-3611	2866 Willamette St 97405	10-8 M-W; 10-9 Th-S; 10-7 Sun
1188 Eugene West	541-343-2757	2170 W 6th Avenue 97402	10-8 M-TH, 10-9 FS; Closed Sunday
1229 Eugene Westside	541-342-3881	4325 Commerce St, Suite 112 97402	10-8 M-Th; 10-9 FS; 11-6 Sun
1159 Fields	541-495-2275	22276 Fields Dr 97710	8-6 M-S; 9-5 Sun
1077 Florence	541-997-2084	1730 Highway 126 97439	10-7 M-S; Closed Sunday
1146 Forest Grove	503-359-5586	3130 Pacific Ave 97116	10-7 M-S; Closed Sunday
1066 Fossil	541-256-0694	690 Main Street 97830	10-6 Mon-Sat
1125 Garibaldi	503-322-3456	510 Garibaldi Ave 97118	9-6 M-F; 10-6 S; Closed Sunday
1160 Gearhart	503-738-8232	4206 Highway 101 N 97138	Winter: 11-7 M-S, 12-4 Sun; Summer: 11-7 M-S, 12-6 Sun
1065 Glendale	541-832-2561	432 Pacific Ave 97442	9-6 M-S; 10-6 Sun
1057 Gold Beach	541-247-7514	29830 Ellensburg Avenue 97444	Sum: 10-6 M-Th; 10-7 F; 10-6 S; 1-5 Sun; Win M-S 10-6
1244 Government Camp	503-272-3107	30521 E Meldrum St 97028	7-8 M-Sun
1076 Grants Pass Downtown	541-479-3729	210 SE 8th Street 97526	9-7 M-Th; 9-8 FS; 11-5 Sun
1214 Grants Pass East	541-476-1844	1638 Williams Hwy 97527	9-7 M-Th; 9-8 FS; 11-5 Sun

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1025 Gresham East	503-665-9327	2414 SE Burnside Road 97080	10-10 M-S; 10-6 Sun
1119 Gresham Rockwood	503-665-4479	7 NE 181st Avenue 97230	11-8 M-S; 11-6 Sun
1041 Gresham Troutdale	503-665-5227	3030 NE Hogan Dr. # A 97030	10-10 M-S; 11-6 Sun
1071 Halfway	541-742-2726	143 N Main St 97834	10-6 M-S; Closed Sunday
1098 Happy Valley Southgate	503-774-4201	10415 SE 82nd Ave 97086	10-8 M-S; 11-6 Sun
1109 Harrisburg	541-995-8203	103 S Third St. 97446	7-10 M-Sun
1002 Heppner	541-676-9158	217 N Main Street 97836	7:30-6 M-F; 9-6 S; Closed Sunday
1010 Hermiston	541-567-8885	1875 N First Street, Unit B 97838	10-7 M-Th; 10-8 FS; 11-5 Sun
1096 Hillsboro	503-648-4232	218 SE 6th Ave 97123	10-7 M-S; 11-5 Sunday
1181 Hillsboro Aloha	503-645-5813	1285 NW 185th Avenue 97006	10-7 M-S; Closed Sunday
1042 Hood River	541-386-1991	2149 Cascade Ave #107 97031	9-8 M-S; 11-6 Sun
1204 Huntington	541-869-2855	165 1st Street E 97907	10-6 M-S; Closed Sunday
1175 Idleyld Park	541-496-3404	23873 N Umpqua Hwy 97447	7-9 M-Sun
1054 Independence	503-838-1941	1353 Monmouth St 97351	11-7 M-TH, 11-8 F, 10-7 SAT; Closed SUN
1209 Ione	541-422-7122	285 W Main Street 97843	7-6 M-F; 8-5 S; 9:30-1:30 Sun
1080 Jacksonville	541-899-1829	690 N Fifth 97530	Sum: 10-6 M-S; 11-5 Sun Win: 10-6 M-S Closed Sun
1051 John Day	541-575-1611	131 N Canyon Blvd. 97845	10-6 M-S; Closed Sunday
1136 Jordan Valley	541-586-2201	807 Main Street 97910	7-10 M-Sun
1082 Joseph	541-432-2690	6 S. Main St 97846	Winter: 8-6 M-S; 10-4 Sun Summer: 7-6 M-S; 10-4 Sun
1061 Junction City	541-998-6598	1650 Ivy St 97448	11-7 M-S; Closed Sunday
1220 Keizer	503-390-0322	3530 River Rd North 97303	10-8 M-TH, 10-9 FS, 10-6 SUN
1224 Keno	541-884-4944	15211 Hwy 66 97627	7-8 M-Sun
1189 King City	503-620-5115	15745 SW 116th Avenue 97224	10-8 M-S; Closed Sunday
1152 Klamath Falls Downtown	541-882-3684	825 Klamath Ave 97601	10-8 M-S; 10-9 F; 11-3 Sun
1030 Klamath Falls East	541-884-3313	4335 South Sixth St. 97603	10-7 M-Th; 10-9 FS; 12-5 Sunday
1248 Klamath Falls Running Y	541-273-0956	5416 Running Y Rd 97601	Sum: 10-6 M-Th; 10-7 FS; 12-5 Sun
1036 La Grande	541-963-4386	2212 Island Avenue, Space 102 97850	11-7 M-Th; 11-8 F; 11-7 S; 1-5 Sun
1034 La Pine	541-536-2825	51470 Highway 97 #11 97739	9:30-7 M-S; Closed Sunday
1178 Lake Oswego Downtown	503-636-1112	644 N State Street 97034	11-7 M-Th; 10-8 FS; 12-6 Sun
1158 Lake Oswego Lake Grove	503-636-0310	16364 Boones Ferry Rd 97035	10-8 M-S; 12-5 Sun
1049 Lakeside	541-759-3900	125 N Eighth 97449	11-7 M-S; Closed Sunday
1058 Lakeview	541-947-2236	305 N F Street 97630	Sum: 7-10 M-S; 7-9 Sun; Win: 7-9 M-S; 7-8 Sun
1013 Lebanon	541-258-6126	2780 S Santiam Hwy 97355	11-7 M-Th; 11-8 FS; 12-6 Sun
1091 Lincoln City North	541-994-2521	2409 NW Hwy 101 97367	11-7 M-W; 10-8 Th-Sat; 11-6 Sun
1023 Lincoln City South	541-996-2056	4787 SW Highway 101 97367	10-7 M-W; 10-8 Th-S; 11-6 Sun
1032 Long Creek	541-421-3344	151 Hwy 395 N 97856	7-6 M-S
1148 Madras	541-475-2491	1555 SW Highway 97, Suite A 97741	10-7 M-S, 11-4 Sun
1127 Malin	541-723-2681	2115 Broadway St 97632	8-6 M-S; Closed Sunday
1176 Mapleton	541-268-4478	10792 Highway 126 97453	6-8 M-S; 7-8 Sun
1149 Maupin	541-395-2888	507 Deschutes Avenue 97037	8-7 M-Sun
1089 McMinnville	503-472-2841	1270 NE Baker St 97128	11-7 M-S; Closed Sunday
1217 Medford East	541-773-1505	535 Stevens Street, Ste K 97504	9-8 M-Th; 9-9 FS; 11-5 Sun
1131 Medford North	541-973-2240	1590 Delta Waters Rd, Suite 110 97504	10-8 M-TH; 10-9 F-S; 12-5 Sun
1174 Medford South	541-772-1155	51 E Stewart Ave, Suite 100 97501	9-8 M-S; 10-5 Sun
1210 Medford West	541-772-5611	2060 W Main St 97501	10-8 M-Th; 10-9 F-S; 12-5 Sun
1126 Merrill	541-798-5722	137 W Front St 97633	8-8 M-Sun
1007 Mill City	503-897-2881	250 NW 9TH Ave 97360	9-7 M-F; 8-7 Sat; 8-5 Sun
1063 Milton-Freewater	541-938-5711	1006 S Main Street 97862	11-7 M-S; Closed Sunday

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1094 Milwaukie	503-654-9020	10804 SE Oak St 97222	10-8 M-S; 11-6 Sun
1105 Milwaukie-Oak Grove	503-653-7375	14632 SE McLoughlin Blvd. 97267	11-7:30 M-Th; 11-8:30 FS; 11-5 Sun
1117 Molalla	503-829-2384	1585 W Main Street, Ste G 97038	11-7 Sun-TH; 10-8 F,S
1233 Monument	541-934-2290	335 John Day St 97864	8-6 M-S
1130 Myrtle Creek	541-863-4596	217 NW 2nd Avenue 97457	11-7 M-S; Closed Sunday
1043 Myrtle Point	541-572-5093	309 Spruce St 97458	11-7 M-S; Sun 10-3
1162 Newberg	503-538-5180	2303-A Portland Rd 97132	11-7 M-Th; 10-7 FS; Closed Sunday
1022 Newport	541-265-5621	2019 N Coast Hwy 97365	11-7 M-S; 11-4 Sun
1097 North Bend	541-756-2616	2229 Newmark Ave 97459	10-7 M-Th; 10-8 FS; 11-6 Sunday
1038 North Powder	541-898-2111	845 2nd St 97867	8-7 M-S; 9-5 Sun
1015 Nyssa	541-372-2222	424 Main St. 97913	9-6 M-Th; 9-8 F; 12-8 S; Closed Sunday
1118 Oakridge	541-782-3405	47778 Highway 58 97463	8-8 M-Sun
1235 Odessa	541-356-2272	28200 Hwy 140W 97601	Win: 8-6 M-Sun; Sum 7-7 M-Sun
1011 Ontario	541-889-6129	1179 SW 4th Avenue 97914	11-7 M-S; 12-5 Sun
1172 Oregon City	503-655-9334	1678 Beaver Creek Rd, Suite A 97045	11-7 M-F, 10:30-7 S; 11-5 Sunday
1123 Pacific City	503-965-6375	34585 Brooten Rd 97135	8-10 Sun-Sat
1037 Paisley	541-943-3110	329 Highway 31 97636	Winter: 8-6 M-S; Summer: 8-7 M-S; Closed Sunday
1100 Pendleton	541-276-1202	237 SW Emigrant Avenue 97801	10-7 M-S; Closed Sunday
1062 Philomath	541-929-3313	1805 Main Street 97370	11-7 M-S; Closed Sunday
1033 Pilot Rock	541-443-2251	168 NW Birch Street 97868	8:30-8 M-S; 8:30-7 Sun
1128 Port Orford	541-332-0990	1819 Oregon St 97465	Summer: 11-7 M-S; Winter: 10-6 M-S
1205 Portland 205	503-254-5454	10128A E Burnside Street 97216	10-9 M-Th; 10-10 FS; 11-8 Sun
1139 Portland Barbur	503-246-1760	9875 SW Barbur Blvd. 97219	10-10 M-S; 11-8 Sun
1236 Portland Barnes	503-203-5145	7365-D SW Barnes Rd 97225	11:30-7:30 M-Th; 11:30-8 FS; 12-5 Sun
1192 Portland Beaumont	503-282-0178	3334 NE Killingsworth Street 97211	11-7 M-Th; 11-8 F-S; Closed Sunday
1243 Portland Bethany Blvd	503-533-5584	4756 NW Bethany Blvd 97229	10-9 M-Th; 10-10 FS; 11-9Sun
1107 Portland Cedar Mill	503-626-2611	13528 NW Cornell Rd 97229	10-8 M-Th; 10-9 FS; 11-6 Sun
1199 Portland Center	503-241-9354	2075 SW First Ave, Suite 1B 97201	10-10 M-Sat; 12-6 Sun
1145 Portland Division	503-762-0227	16353 SE Division St, Suite 100 97236	10-8 M-S; 11-7 Sun
1164 Portland Downtown	503-227-2791	550 SW Washington Street 97204	10-8 M-Th; 10-9 FS; Closed Sunday
1186 Portland Eastport	503-771-8535	4229 SE 82nd Ave Ste 1 97266	10-8 M-S; 11-5 Sun
1170 Portland Eleventh Ave	503-236-2076	1040 SE Hawthorne Blvd. 97214	10-7 M-TH, 10-8 Fri; 11-5 Sun
1241 Portland Garden Home	503-246-3263	7410 SW Oleson Rd 97223	10-7 M-Th; 10-9 FS; 12-5 Sun
1197 Portland Gateway	503-252-4561	10320 NE Halsey Street 97220	11-7 M-S; 12-5 Sun
1155 Portland Hawthorne	503-235-1573	4638 SE Hawthorne Blvd. 97215	11-7 M-Th; 11-8 FS; Closed Sunday
1035 Portland Heights	503-243-1064	2855 SW Patton Rd 97201	11-7 M-S; 12-6 Sun
1074 Portland Hillsdale	503-244-4812	6327-D SW Capitol Hwy, Suite D 97239	11-7 M-T; 10-8 W-S; 12-5 Sunday
1182 Portland Hollywood	503-284-0987	3028 NE Sandy Blvd 97232	9-9 M-Th; 9-10 FS; Sun 12-7
1201 Portland Jantzen Beach	503-283-2907	11980 N Jantzen Dr. 97217	9:30-7:30 M-Th; 9:30-8 FS; 10-7 Sun
1093 Portland Kenton	503-285-1776	8221 N Denver Ave 97217	11-7 M-S; Closed Sunday
1187 Portland King Blvd	503-493-3473	3532 NE MLK Jr. Blvd., Suite B 97212	11-8 M-Sa; 11-6 Sun
1221 Portland Lloyd Center	503-288-0961	1621 NE 9th Ave 97212	11:00-8:00 M-S; 1-6:00 Sun
1112 Portland Macadam	503-246-1466	6141 SW Macadam Ave, Suite 103 97239	11-7 M-Th; 11-8 FS; 12-6 Sun
1113 Portland Menlo Park	503-252-3550	11936 NE Glisan Street 97220	9:30-8:30 M-Th, 9:30-9:30 FS; 10:30-7 Sun
1166 Portland Moreland	503-235-3635	7207 SE Milwaukie Ave 97202	10-8 M-S; 12-6 Sun
1120 Portland Parkrose	503-252-4409	4200 NE 122nd Ave 97230	11-7 M-S; Closed Sunday
1245 Portland Pearl District	503-477-8604	900 NW Lovejoy St, Suite 140 97209	9-10 M-S; 12-8 Sun

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1183 Portland Powell	503-771-8107	5120 SE Powell Blvd. 97206	10-8 M-TH;10-9 F-S; Closed Sunday
1202 Portland Raleigh Hills	503-292-1572	4967 SW 76th Avenue 97225	10-7 M-S; 11-5 Sun
1179 Portland Rose City	503-284-7591	7253 NE Sandy Blvd. 97213	9-9 M-S; 11-8 Sun
1142 Portland St Johns	503-286-3931	8915 N Lombard Street 97203	10-7 M-S; Closed Sunday
1200 Portland Tenth Ave	503-227-3391	925 SW 10th Ave 97205	11-8 M-Th; 11-9 FS; 12-5 Sunday
1185 Portland Uptown	503-227-0338	1 NW 23rd Pl 97210	10-7 M-S; Closed Sunday
1216 Portland West Slope	503-297-5118	8765 SW Canyon Ln 97225	10-7 M-Th; 10-8 FS, 11-6 Sun
1215 Portland Woodstock	503-777-3058	4324 SE Woodstock Blvd. 97206	10-7 M-S; 12-5 Sun
1031 Powers	541-439-2321	409 2nd Avenue 97466	Win: 8-6 M-Th; 8-7 FS; 9-6 Sun Sum: 8-7M-S; 9-6Sun
1070 Prairie City	541-820-3588	222 NW Front Street 97869	8-7 M-S; Closed Sunday
1003 Prineville	541-447-5844	1350 NE 3rd Avenue 97754	10-7 M-S; 10-6 Sun
1168 Prospect	541-560-3655	500 Mill Creek Dr 97536	Winter: 8-8 M-Sun; Summer: 8-8 M-Sun
1052 Rainier	503-556-6321	75928 Rockcrest 97048	10-7 M-Th; 10-7:30 FS; 11-4 Sun
1246 Redmond North	541-526-1335	2757 NW 7th, Unit I 97756	M-S 10-8; 10-6 Sun
1004 Redmond South	541-548-2722	1705 Odem Medo Rd. 97756	10-8 M-S, 10-5 Sun
1019 Reedsport	541-271-3412	1421 Highway 101 S 97467	Winter: 10-7 M-S; Summer: M-S 10-7; 12-4 Sun
1078 Richland	541-893-6167	209 Main Street 97870	9-6 M-S; Closed Sunday
1075 Riddle	541-874-2411	308 N Main Street 97469	11-7 M-Th; 11-8 FS; 12-7 Sun
1104 Rockaway	503-355-8330	422 Hwy 101 S 97136	11-7 M-S; Closed Sunday
1050 Rogue River	541-582-3260	502 E Main Street, Ste 4 97537	10-7 M-Th; 10-8 FS; 11-5 Sun
1095 Roseburg East	541-672-4322	1350-26 NE Stephens Street 97470	10-7 M-Th; 10-8 FS; 10-2 Sun
1225 Roseburg West	541-672-9947	780 NW Garden Valley Blvd., #84 97471	9-7 M-Th; 9-8 F; 9-7 S;11-5 Sun.
1198 Salem Battlecreek	503-385-1725	5107 Commercial St SE 97306	9-9 M-S; 10-7 Sun
1231 Salem Downtown	503-364-8404	263 Commercial St SE 97301	11-7 M-S; Closed Sunday
1157 Salem East	503-581-5654	698A Lancaster Dr NE 97301	9-9 M-S;10-7 Sun
1141 Salem North	503-581-1910	2829 Lancaster Dr. NE, Suite 150 97305	9-9 M-S; 10-6 Sun
1017 Salem South	503-363-5242	3320 Commercial SE 97302	8-8 M-Th; 8-9 FS; 9-6 Sun
1177 Salem West	503-399-8554	1148 Wallace Rd NW 97304	10-8 M-Th; 10-9 FS; 11-7 Sun
1116 Sandy	503-668-4447	38755 Pioneer Blvd 97055	10-8 M-S; 11-6 Sun
1156 Scappoose	503-543-6515	52517 Columbia River Hwy 97056	10-7 M-F; 10-6 S; Closed Sunday
1151 Seaside	503-738-6641	740 Avenue H, Suite A 97138	11-7 M-S, 12-5 Sun
1047 Shady Cove	541-878-2121	22111 Highway 62 97539	7-10 M-Sun
1053 Sheridan	503-843-2422	103 E Main Street 97378	9-6 M-S; Closed Sunday
1124 Sherwood	503-925-0467	16350 SW Langer Dr 97140	10:30-7:30 M-Th; 10:30-8 FS; Closed Sunday
1133 Silver Lake	541-576-2131	65554 Hwy 31 97638	Winter: 8-7 M-S; Summer: 8-7 M-S; 10-3 Sun
1008 Silverton	503-873-5050	920 N First Street 97381	10-7 M-S
1090 Sisters	541-549-9841	111 W Cascade Avenue 97759	Win: 9:30-6M-S; 9:30-5Sun.Sum: 9:30-7M-S;9:30-5Sun
1196 Springfield East	541-726-9278	5511 Main St 97478	10-8 M-S; 11-6 Sunday
1143 Springfield Gateway	541-736-3959	812 Beltline Rd. 97477	11-8 M-S; 12-5 Sun
1195 Springfield West	541-746-4611	1408 Mohawk Blvd 97477	10-8 M-S; Closed Sunday
1028 ST Helens	503-397-1733	420 Columbia Blvd 97051	10-7 M-F; 10-6 S; Closed Sunday
1144 Stanfield	541-449-3244	225 Main St 97875	7-9 M-Sun
1132 Stayton	503-769-5758	2520 Martin Dr 97383	11-7 M-S; 11-5 Sunday
1099 Sumpter	541-894-2362	150 N Mill St 97877	Sum: 8-7 M-S, 8-6 Sun; Win:9-6 M-Sun

For further information contact Retail Services
503-872-5020

OLCC.RetailServices@state.or.us



Liquor Stores by City
Last Updated On 12/29/2014
(Please call ahead to verify store holiday hours.)

<u>STORE LOCATION</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>REGULAR HOURS</u>
1249 Sunriver North	541-593-8166	18160 Cottonwood Road, #222 97707	7-8 M-Sun
1173 Sunriver South	541-593-8113	57100 Beaver Dr. Bldg. 1 97707	7-9 M-Th; 7-10 FS; 7-9 Sun
1060 Sutherlin	541-459-4108	125 W Central Avenue 97479	9-7 M-S; 11-5 Sun
1106 Sweet Home	541-367-3350	1301 Main St. 97386	11-7 M-S; Closed Sunday
1232 Talent	541-535-2522	101 N Pacific Hwy 97540	7-8 M-S; 9-6 Sunday
1067 The Dalles	541-298-2040	430 Mt. Hood Street 97058	9-8 M-S; 11-6 Sun
1048 Tigard	503-639-1483	12490 SW Main Street 97223	11-7 M-F, 10-7 S; Closed Sunday
1102 Tillamook	503-842-4172	1905 1st St 97141	10-7 M-S; 11-4 Sun
1024 Toledo	541-336-2261	722 W Highway 20 97391	9-6 M-S; 11-5 SUN
1180 Tualatin	503-612-9833	19265 SW Martinazzi Ave 97062	10-8 M-S; 12-5 Sunday
1171 Ukiah	541-427-3271	202 E Main Street 97880	8-7 M-S; 10-7 Sun
1040 Umatilla	541-922-4730	1508 6th St 97882	10:00-7 M-S; 11-4 Sun
1021 Union	541-562-5472	206 S Main Street 97883	Win: 8-6 M-S; Sun 10-4; Sum: 8-7 M-S; 10-4 Sun
1207 Unity	541-446-3660	304 Main St 97884	7-6 M-S; 8-5 Sun
1190 Veneta	541-935-3224	24961 Hwy 126 97487	11-8 M-S; 11-4 Sun
1072 Vernonia	503-429-5651	1026 Bridge St 97064	9-6 M-Th; 9-7 FS; 12-5 Sun
1045 Waldport	541-563-3727	235 Hwy 101 97394	11-7 M-S; Closed Sunday
1083 Wallowa	541-886-2271	210 E First Street 97885	10-6 M-S; Closed Sunday
1234 Wamic	541-544-2333	57016 Wamic Market Rd 97063	8-6 M-Sun
1087 Warrenton	503-861-1103	1673 E Harbor Street 97146	10-7 M-S, 11-4 Sun
1140 Wasco	541-442-5220	1020 Clark St 97065	8-6 M-S; 10-2 Sun
1115 Welches	503-622-3408	68254 E Highway 26 97067	11-7 M-S; 12-4 Sun
1212 West Linn North	503-697-3504	19373 SW Willamette Drive 97068	10-8 M-S; 11-6 Sun
1240 West Linn South	503-723-7455	21130 S. Salamo Rd 97068	11-8 M-S; 12-6 Sun
1121 Wheeler	503-368-4906	327 Nehalem Blvd 97147	10-6 M-S; Closed Sunday
1147 Willamina	503-876-9052	131 NE Main St. 97396	10-6 M-S; 9-4 Sun
1184 Wilsonville	503-682-0323	29955 SW Boones Ferry Rd, Ste H2 97070	11-7 M-S; Closed Sunday
1029 Winston	541-679-7925	390 SW Douglas Blvd 97496	10-7 M-S; Closed Sunday
1068 Woodburn	503-981-1227	1519 N Pacific Hwy 97071	10-7 M-TH, 10-8 F-S, 10-6 Sun

From: Gayle Allen <gayle.allen3@gmail.com>
Sent: Wednesday, January 07, 2015 9:23 AM
To: John Floyd
Subject: Marijuana Dispensaries Issue

My personal opinion is that I don't want marijuana dispensaries looking like the cheap hokua shop on Pacific Hwy. I would much prefer having the dispensaries in the liquor stores.

I was driving down Pacific Hwy in Tigard recently and it's looking cheap, ugly and it reminded me of 82nd Street in Portland.

Thanks.

Gayle Allen

--

To plant a garden is to believe in tomorrow. Audrey Hepburn

John Floyd

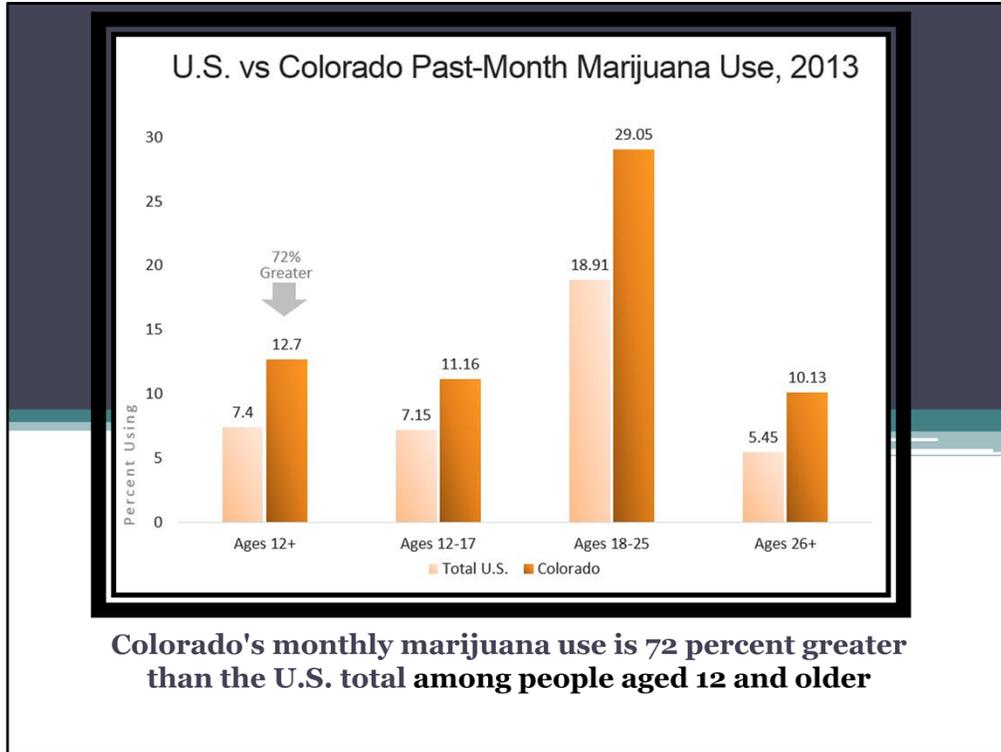
From: Ramaekers, Connie <cramaekers@ttsd.k12.or.us>
Sent: Sunday, January 11, 2015 9:40 PM
To: John Floyd
Cc: jarussell59@comcast.net; bvickery33@gmail.com; EWoodard@aarp.org; Vickie Scott
Subject: Final Presentation for Monday Night
Attachments: Final Tigard TTTC presentation (2).pptx

Hello John,

Here is the final presentation with notes for the Monday Night meeting. Should I bring color copies? How many? would you suggest?

Thanks so much!
Connie

Connie Ramaekers
Tigard Turns the Tide
Coalition Director
Tigard-Tualatin School District
6960 SW Sandburg St
Tigard, OR 97223
cramaekers@ttsd.k12.or.us
503-431-4022 (office)
503-310-0951 (cell)



Tigard Turns the Tide Community Coalition’s Mission is to promote a safe and healthy community by reducing alcohol, tobacco and other drug related problems within the community. The approved vote for Prop 91 brings concerns to the coalition about marijuana legalization and the affect it will have in the Tigard and outside areas of our community especially given the reports from Colorado since inception of legalization in this state.

Some 30 percent of homeless people in one Denver shelter came to Colorado for pot



It's having an impact on all of our social services across the state, "state Rep. Ted Harvey, "an unintended consequence I never thought of".

It is vital for our community to implement restrictions on provisions to the comprehensive plan to protect and discourage under age consumption and availability to our youth.



Arrests for marijuana-related incidents spiked nearly 40 percent at Denver Public Schools following the opening of recreational marijuana stores in January 2014

Tigard Proposed sites should not be within **1000 feet** of any parcel or tract of land within the City of Tigard and containing one or more of the following characteristics, as measured at the closest property lines:



- a. Residential Zone
- b. Parks and Recreation Zone
- c. Public Library
- d. Public or Private **preschool/daycare**, elementary or secondary school
- e. Any other marijuana dispensary

18.735.040 Development Standards, Sec H

TTT proposes site is not be located within ~~500~~ 1000 feet of any parcel or tract of land within the City of Tigard and containing one or more of the following characteristics, as measured at the closest property lines:

- a. Residential Zone
- b. Parks and Recreation Zone
- c. Public Library
- d. Public or Private **preschool/daycare**, elementary or secondary school



The City of Tigard Vision: *“The most walkable community in the Pacific Northwest where people of all ages and abilities enjoy healthy and interconnected lives*”



Recommendation:
Tigard proposed sites should be restricted to operation within the confines of the City of Tigard industrial zones

To allow marijuana dispensaries to operate in commercial zones would inhibit the city’s ability to effectively implement its vision. Bainbridge Island, WA restricted marijuana facilities to operate within the confines of their industrial zone in 2014. Those in favor of restricted zoning said “it would change the family-friendly outlook of the area and be a negative influence on teens and children in the neighborhood.” (<http://www.bainbridgereview.com/news/262155291.html>).

Since **Colorado** legalized recreational use of marijuana, there have been at least 31 **explosions** related to butane and **hash oil**



Explosions have already harmed many individuals locally in our community

TTT strongly suggest proposing **no hash oil production or storage within the city limits** as it's dangerous and explosive.

Marijuana Infused Edibles



Recommendation:
No production or
sale of marijuana
infused edible
products



Statistics for the High Intensity Drug-trafficking Area (HIDTA) 2014 legalization of marijuana impact report:

- Dr. Chris Colwell reported that Denver Health Medical center sees “about five to ten people per week, complaining about how they’re feeling after ingesting edibles. They can’t end the effect of the marijuana.”
- Children’s Hospital Colorado Emergency Room physician and toxicology expert Dr. Wang reports that his emergency room is treating one to two kids a month for accidental marijuana ingestion, mostly in the form of edibles such as brownies or candies.

Pot Perception

Unacceptable



Acceptable



Tigard storefronts should not attract children or glamorize merchandise.

18.735.040 Development Standards – Sections

TTT proposes changes to sections to discourage curiosity of our youth and limit access to merchandise.

C. Hours of operation shall be **limited to the hours between 11:00 and 6:00 pm. Monday through Saturday and closed on Sunday (in line with Liquor store hours of operation)**

D. add language

Signage at entrance to store...Must be 21 to enter and must show I.D.

All storefront windows must be frosted or use non-see thru glass.

No front store glamorization, display of pictures(words only)

Reason: The Center on Alcohol Marketing and Youth (CAMY) from the John Hopkins Bloomberg School of Public Health reports “Parents and peers have a large impact on youth decisions to drink. However, research clearly indicates that alcohol advertising and marketing also have a significant effect by influencing youth and adult expectations and attitudes, and helping to create an environment that promotes underage drinking”.

Citizen Participation Organization 4B
AN AUTHORIZED WASHINGTON COUNTY CPO
BULL MOUNTAIN/TIGARD BOUNDARY AREA
RESOLUTION NO. 15-01

RESOLUTION TO SUPPORT AMENDMENTS TO THE TIGARD DEVELOPMENT CODE
AMENDMENT (DCA) 2014-00002, MARIJUANA FACILITES DEVELOPMENT CODE
AMENDMENT.

Corollary Policies and Implementation Mechanisms:

The City of Tigard agrees to abide by and enforce all requirements that the OLCC creates.

WHEREAS, CPO-4B, meeting at its scheduled time/date, has authority by a simple majority vote to adopt resolutions advising local governments of matters which affect persons and properties within the boundaries of CPO-4B; and

WHEREAS, OAR 660-015-0000(1) Oregon’s Statewide Planning Goals & Guidelines (Goal 1-Citizen Involvement) encourages the involvement of citizen groups in the planning process; and

WHEREAS, CPO-4B is a recognized Citizen Participation Organization of Washington County and includes residents in the Bull Mountain and Tigard areas; and

WHEREAS, CPO-4B has reviewed the Public Hearing Notice regarding the Development Code Amendments (DCA) 2014-00002, Marijuana Facilities Development Code Amendment ; and

WHEREAS, the development code amendments will affect the family community, businesses, residents and visitors to Tigard; and

WHEREAS, CPO-4B hopes to promote a safe and healthy community by reducing marijuana use among youth within the community. The approved vote for Prop 91 brings concerns to the CPO-4B about marijuana legalization and the impact it will have in Tigard and outside areas of our community especially given the reports from Colorado since inception of legalization in this state; and

WHEREAS, CPO-4B proposes Tigard limit the number of licenses individual entities can hold, and limit the number of dispensaries in Tigard to one. These rules will fulfill the public expectation of creating a tightly-regulated and controlled system while providing reasonable access to participation in the market; and

WHEREAS, some 30 percent of homeless people in one Denver shelter came to Colorado for pot. Marijuana facilities are having an impact on all of the social services across the state of Colorado, according to “state Rep. Ted Harvey, “an unintended consequence I never thought of”; and

WHEREAS, CPO-4B proposes the following changes to the 18.735.040 Development Standards, Sec H proposes site is not be located within 1000 feet of any parcel or tract of land within the City of Tigard and containing one or more of the following characteristics, as measured at the closest property lines:

- a. Residential Zone
- b. Parks and Recreation Zone
- c. Public Library
- d. Public or Private preschool/daycare, elementary or secondary school; and

WHEREAS, the proposed policy sets a dangerous precedent that may harm many residents, business owners and visitors. To allow marijuana dispensaries to operate in commercial zones would inhibit the city's ability to effectively implement its vision. *"The most walkable community in the Pacific Northwest where people of all ages and abilities enjoy healthy and interconnected lives."* CPO-4B proposes the marijuana dispensaries be confined to industrial zones. Bainbridge Island, WA restricted marijuana facilities to operate within the confines of their industrial zone in 2014. Those in favor of restricted zoning said "it would change the family-friendly outlook of the area and be a negative influence on teens and children in the neighborhood." (<http://www.bainbridgereview.com/news/262155291.html>); and

WHEREAS, since Colorado legalized recreational use of marijuana, there have been at least 31 explosions related to butane and hash oil. Explosions have already harmed many individuals locally in our community. CPO-4B proposes no hash oil production or storage within the city limits as it is dangerous and explosive; and

WHEREAS, statistics for the High Intensity Drug-trafficking Area (HIDTA) 2014 legalization of marijuana impact report: Dr. Chris Colwell reported that Denver Health Medical center sees "about five to ten people per week, complaining about how they're feeling after ingesting edibles. Children's Hospital Colorado Emergency Room physician and toxicology expert Dr. Wang reports that his emergency room is treating one to two children a month for accidental marijuana ingestion, mostly in the form of edibles such as brownies or candies. CPO-4B proposes no production or sale of marijuana infused edible products; and

WHEREAS, the glamorization and push to normalize marijuana increases the illegal use in youth, CPO-4B proposes the following changes to discourage curiosity and protect youth and limit access to merchandise. CPO-4B proposes the Development Standards 18.735.040, to include and require frosted windows, no photos and word only signs; and

WHEREAS, youth and others may experience the dangers of second hand smoke, CPO-4B requests Tigard implement policies that do not allow public consumption or smoking in any public place or around children under 21 years of age; and

WHEREAS, CPO-4B residents and youth may be irrevocably harmed by the implementation of such a policy; and

NOW, THEREFORE, BE IT RESOLVED by CPO-4B that:

SECTION 1: CPO-4B does hereby propose the above standards and requests the planning commission, and Tigard City Council to implement these proposals or requirements that are more restrictive.

SECTION 2: This writing of and presentation of this resolution passed by a vote of CPO-4B Members on January 8, 2015 at the CPO-4B General Meeting.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This 8th day of January 2015.

FINALIZED: Jan. 12, 2015

SIGNED: Jan. 12, 2015

Julie Russell
Julie Russell
CPO-4B Chairperson

Lisa Hamilton
Lisa Hamilton
CPO-4B Vice-Chairperson

John Floyd

From: Julie Russell <jarussell59@comcast.net>
Sent: Monday, January 12, 2015 9:54 AM
To: John Floyd; 'Ramaekers, Connie'
Cc: bvickery33@gmail.com; EWoodard@aarp.org; 'Vickie Scott'
Subject: RE: Final Presentation for Monday Night
Attachments: CPO-4B Resolution 15-01 MarijuanaFacilites DevelopmentCodeAmendments.doc

Hi John,

I have attached the CPO-4B Resolution that was passed at our last meeting. I will bring copies of the signed resolution to the meeting tonight. I will be presenting this information as well as the information on the PowerPoint slides that Connie sent to you earlier.

Best Regards,

Julie Russell
CPO-4B Chair

-----Original Message-----

From: John Floyd [<mailto:Johnfl@tigard-or.gov>]
Sent: Monday, January 12, 2015 9:37 AM
To: 'Ramaekers, Connie'
Cc: jarussell59@comcast.net; bvickery33@gmail.com; EWoodard@aarp.org; Vickie Scott
Subject: RE: Final Presentation for Monday Night

Hi Connie,

Thank you for submitting your comments ahead of time. I will make copies for the file and each of the Planning Commissioners, so they will have a chance to review them ahead of the meeting. If you want to bring copies for the audience or members of your group, feel free to make as many as you think you'll need.

Regards,

John

-----Original Message-----

From: Ramaekers, Connie [<mailto:cramaekers@ttsd.k12.or.us>]
Sent: Sunday, January 11, 2015 9:40 PM
To: John Floyd
Cc: jarussell59@comcast.net; bvickery33@gmail.com; EWoodard@aarp.org; Vickie Scott
Subject: Final Presentation for Monday Night

Hello John,

Here is the final presentation with notes for the Monday Night meeting. Should I bring color copies? How many? would you suggest?

Thanks so much!
Connie

Connie Ramaekers
Tigard Turns the Tide
Coalition Director
Tigard-Tualatin School District
6960 SW Sandburg St
Tigard, OR 97223
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John Floyd

From: Julie Russell <jarussell59@comcast.net>
Sent: Friday, January 23, 2015 10:32 PM
To: John Floyd
Subject: RE: OLCC Marijuana facility rules and regulations

Here is another recent overdose of marijuana candy in SunRiver:

<http://www.fox23.com/news/news/national/marijuana-overdose-reported-gummy-candies/njsdn/>

From: Julie Russell [mailto:jarussell59@comcast.net]
Sent: Sunday, January 18, 2015 5:22 PM
To: johnfl@tigard-or.gov
Subject: OLCC Marijuana facility rules and regulations

Dear John,

Thank you for the opportunity to testify to the Tigard Planning Commission. Could you forward to my email to the planning commissioners?

I recently sent the email below to the Tigard City Council, the TTSD School Board, as well as my state and federal elected officials and the OLCC.

I have been doing a lot of research, and have found two more concerns regarding the dangers and impact of marijuana facilities. Here are two more concerns:

Here is a link to the environmental impact of marijuana grow sites: I am very concerned about the impact of recreational marijuana on our youth and the environment. I am also very upset that federal marijuana laws are being ignored. Here is a link describing the devastating impact on the environment of marijuana growers:
<http://www.motherjones.com/environment/2014/03/marijuana-pot-weed-statistics-climate-change>

Here is a link discussing the dangers of the marijuana business being an all cash entity, since all banks are governed by federal law and marijuana is still against federal law: <http://www.cnn.com/id/101391433>

Best Regards,

Julie Russell, MA
Marriage, Couple and Family Therapist
503-312-9163
www.JulieRussellFamilyCounseling.com

I am the CPO-4B (Citizen's Participation Organization for Tigard and Bull Mountain) Chair in Washington County. Our CPO passed this resolution to encourage the Tigard City Council and Tigard Planning Commission to make the recreational marijuana dispensaries as restrictive as possible to protect underage youth and children. Please consider our recommendations. We are a volunteer group, with no motive expect to protect our children and communities. We do not have the millions and billions of dollars to spend that the pro-marijuana industry has for backing and pushing the false claims and junk science they are using.

I am also a parent of four children, who are now 29, 28, 25 and 23 years old. Thankfully none of them have used drugs and alcohol. But I am terrified for my grandchildren (which I hope to have someday), as well as the children in my community and the state of Oregon.

I grew up in a home with my father being an alcoholic, and saw firsthand the devastation caused by alcohol and tobacco in my immediate family. My father was married 4 times, and died alone, curled up in his closet holding a family calendar I sent him for Christmas. He chose to never even meet many of his grandchildren, as alcohol became more important than anything else in his life. I chose never to use drugs, alcohol or tobacco, and have encouraged my family to do the same.

I am currently a Marriage, Couple and Family Therapist. I worked at a homeless shelter for a year. I see every day the pain and devastation of drugs in family life. Many of the residents at the homeless shelter had no choice but to use drugs, as their irresponsible parents were sharing with them while they were in elementary school and preschool. The science clearly shows that Marijuana is addictive and the current THC levels are 8-10 times stronger than marijuana produced in the 70s and 80s. Also, every person whom I have ever worked with having an addiction to drugs, started with marijuana.

Here is a link to the environmental impact of marijuana grow sites: I am very concerned about the impact of recreational marijuana on our youth and the environment. I am also very upset that federal marijuana laws are being ignored. Here is a link describing the devastating impact on the environment of marijuana growers: <http://www.motherjones.com/environment/2014/03/marijuana-pot-weed-statistics-climate-change>

Here is a link discussing the dangers of the marijuana business being an all cash entity, since all banks are governed by federal law and marijuana is still against federal law: <http://www.cnn.com/id/101391433>

The pro-marijuana groups, preach that marijuana is not the problem, but irresponsible people and parents. What about those innocent children who have no choice but to be exposed to the dangers of 2nd hand smoke, dangerous explosions caused by butane extraction, and neglect from parents who are too stoned to even be aware of the vulnerable children. <http://www.poppot.org/2014/10/30/marijuana-train-wreck-washington/>

I believe the entire society has a larger responsibility to protect the weak and vulnerable children and youth. The death of 5 young children has been linked to marijuana use by their parents: <http://www.poppot.org/2015/01/12/childrens-deaths-fire-hot-cars-drowning/>

The results of the taxes has not been what the pro-marijuana industry predicted and spent over \$4,000,000 in adds claiming it would be. There are more 300 medical marijuana dispensaries in Seattle, more than Starbucks. Only 45 of the dispensaries paid taxes last year. Here is the link to that article: <http://www.poppot.org/2014/12/15/washingtons-marijuana-policies-stay-chaotic/>

Here is another article from a Psychotherapist, Dr. Howard Samuels, explaining the dangerous of marijuana and the junk science the pro-marijuana industry is trying to claim: http://www.huffingtonpost.com/dr-howard-samuels/legalizing-marijuana_b_4144180.html

Here is another article regarding the dangers of dabbing and vaping and the pro-marijuana industry telling youth it is a way to hide the use from parents and teachers. It is happening in schools all over our state right now: <http://www.poppot.org/2014/10/26/extreme-marijuana-dabbing-vaping-dangers/#comment-2720>

Here is a flyer regarding some statistics on hash oil explosions and those that have been hurt and lost their homes: <http://www.poppot.org/wp-content/uploads/2014/12/POPPOT-Hash-Oil-Statistics.pdf>

Please consider banning edibles that are enticing children, and difficult to distinguish as even containing THC. According Children's Hospital Colorado, 14 children younger than 10 were **admitted for ingesting marijuana edibles** in the first 11 months of 2014. Of those, seven were in critical condition and required ICU treatment. Here is the article concerning these edibles: <http://america.aljazeera.com/watch/shows/america-tonight/articles/2015/1/8/colorado-marijuanaediblesinfusedthcoverdose.html>

Adults are also being poisoned and over dosing on candy and other edibles, having no idea the item they are eating contains THC. You can overdose on marijuana. Seven in Colorado are filing lawsuit against one marijuana chocolate maker. <https://news.vice.com/article/colorado-lawsuit-claims-marijuana-edibles-caused-people-to-overdose>

Here is an article from the Washington Post explaining the junk science the pro-marijuana groups are using: <http://www.washingtonpost.com/posteverything/wp/2014/10/20/the-junk-science-behind-the-marijuana-legalization-movement/>

This article explains the dangers our state will now encounter due to greed of the marijuana industry: <http://www.poppot.org/marijuana-legalization-is-wrong/>

Celebrity therapist Dr. Drew Pinsky states that **marijuana is addictive — and the earlier one starts to use it, the greater the consequences.** “It acts like an opiate and causes severe addiction,” Pinsky said during a Colorado visit this week. “It affects the white matter of the brain, and for kids who start using marijuana when they are 12, or even younger, those bad consequences tend not to reverse.” <http://www.thecannabist.co/2014/09/19/dr-drew-pinsky-marijuana-colorado/19978/>

An article from the Washington Post: A woman accidentally ingests a chocolate candy bar from California and ends up in the hospital, she thought she was having a stroke. She didn't know it was marijuana. This is a real danger, and Oregon needs to ban it's edibles or this will continue to show up elsewhere. http://www.washingtonpost.com/national/health-science/she-thought-it-was-a-chocolate-candy-bar-what-she-experienced-was-unexpected/2015/01/12/8929829c-6f56-11e4-8808-afaa1e3a33ef_story.html

CPO-4B is proposing the following:

1-Limit the number of licenses individual entities can hold to one, and limit the number of dispensaries in Tigard to one.

2-Limit the dispensaries and grow sites be confined to industrial zones to protect youth, children and families from dangerous explosions. Bainbridge Island, WA restricted marijuana facilities to operate within the confines of their industrial zone in 2014. Those in favor of restricted zoning said “it would change the family-friendly outlook of the area and be a negative influence on teens and children in the neighborhood.” (<http://www.bainbridgereview.com/news/262155291.html>); and

3- Proposes marijuana sites not be located within 1000 feet of any parcel or tract of land within the City of Tigard and containing one or more of the following characteristics, as measured at the closest property lines:

- a. Residential Zone
- b. Parks and Recreation Zone
- c. Public Library
- d. Public or Private preschool/daycare, elementary or secondary school

4-Proposes no hash oil production or storage within the city limits as it is dangerous and explosive;

5-Proposes no production or sale of marijuana infused edible products; and

6-Proposes the Development Standards, to include and require frosted windows, no photos and word only signs; and

7-Proposes policies that do not allow public consumption or smoking in any public place or around children under 21 years of age.

Please consider these restrictions and rules regarding marijuana facilities.

Best Regards,

Julie Russell, MA, MFT
Marriage, Couple and Family Therapist
www.JulieRussellFamilyCounseling.com
503-312-9163
11740 SW Warner Avenue
Tigard, OR 97223

John Floyd

From: Peter Brock <peterebrock@gmail.com>
Sent: Friday, January 23, 2015 8:18 AM
To: John Floyd
Subject: Re: maps

Hi,

Thank you for that information.

I have been extensively scouring the zones of Tigard for a location that would be suitable for a medical and/or recreational marijuana dispensary. Unfortunately from my search it appears that with the current proposed ordinance requiring a 500' buffer from residential zones the possible suitable locations for access in Tigard are slim to none. This is in due in part to that fact that most commercial real estate in Tigard abuts residential zones. Overlay this factor with 1000' buffers from schools, other dispensaries, and parks; you will find what options that are left are occupied by car lots, big box stores, commercial business parks, and professional office complexes.

With the 500' buffer from residential requirement the only likely areas a dispensary would open would be in the mixed use and industrial zones along 72nd Ave. This seems like an unideal area to locate a dispensary for all concerned parties. The vast majority of space available along 72nd Ave, is better suited for professional offices and industry, not a busy retail outlet that should be conveniently accessible for Tigard residents. In additions these locations and their parking lots are not as open to public view, increasing the likelihood of parking lot loitering and unwanted activity. Also, there is a large number of residential houses located in the mixed use zones adjacent to 72nd Ave that are not provided a distance buffer from a possible dispensary.

It seems that if Tigard is going to allow one or two dispensaries they would be better situated near a busy retail corridor, such as HWY 99 W or Main St. Where they are closer to the population center of Tigard and more readily accessible thru all means of transportation, such as public, bicycle, or by foot. This is not the case with locations on 72nd, which is out of the way for most Tigard residents. However, with the proposed 500' buffer from residential zones any chance for a dispensary along HWY 99 W or in downtown Tigard are slim to none. I myself have been in talks with a property owner who would lease me a retail store front on 12215 Main St. in Tigard. A location such as this seems like it would be better suited for the residents of Tigard. In the same complex there is a tobacco store, in the same vicinity is a pharmacy and a liquor store; if these business can all be located in downtown area it only seems logical that a medical and/or recreational dispensary could be as well. This area is also easily accessible to most Tigard residents with the shortest commute and is readily accessible for pedestrians and those who use public transportation. Such a location also seems to be much better suited to meet that city and state's desire for a highly regulated retail store front, as opposed to a location in the back of a large commercial office complex on a side street off of 72nd Ave. A properly managed and regulated dispensary in the downtown Tigard would be an asset to all the business in the vicinity, bringing more individuals to Main Street and off of HWY 99.

Unfortunately, even though this location is not in the vicinity of any residences, it is 200'-300' away from a residential zone on the other side of HWY 99 W. My point is, it seems the 500' buffer is arbitrary, and creates a situation to where the facilities can't be placed in the best suited locations.

I completely believe the buffer from residential zones is a good and necessary requirement to protect neighborhoods from a possibly undesirable neighboring business. However, 500' is not a practical buffer for the city of Tigard. I believe if one evaluates the situation, they would see that the citizens of Tigard's demands

and needs would be better balanced by reducing the required buffer to 200' from residential zones and possibly only allowing the General Commercial zone and not mixed use zones or industrial zones for retail dispensaries.

When I spoke to you on the phone prior you suggested I also mention my concerns to the planning commission. To whom directly would I best forward my concerns?

On Jan 13, 2015, at 12:10 PM, John Floyd <Johnfl@tigard-or.gov> wrote:

Here's a link to the latest version of the maps.

http://www.tigard-or.gov/city_hall/public_notices/docs/DCA2014-00002_attachment2.pdf

<image001.jpg>

DISCLAIMER: E-mails sent or received by City of Tigard employees are subject to public record laws. If requested, e-mail may be disclosed to another party unless exempt from disclosure under Oregon Public Records Law. E-mails are retained by the City of Tigard in compliance with the Oregon Administrative Rules "City General Records Retention Schedule."
<John Floyd.vcf>

John Floyd

From: zack stratford <zackstratford@gmail.com>
Sent: Monday, February 09, 2015 4:54 PM
To: John Floyd
Subject: Preparing For Meeting Tonight
Attachments: Colorado Teenagers Smoke Less after Recreational Passed.pdf; Congress quietly ends federal government's ban on medical marijuana - LA Times.pdf; Dispensary Progress Set.pdf; Marijuana Articles on the Help of Dispensaries to an area.pdf; Medical Marijuana Rules Summary.pdf; No Link Between Crime and Dispensaries.pdf; Oregon Resource Group Intro (02-06-15).pdf; Retail Look of Our Clients.pdf

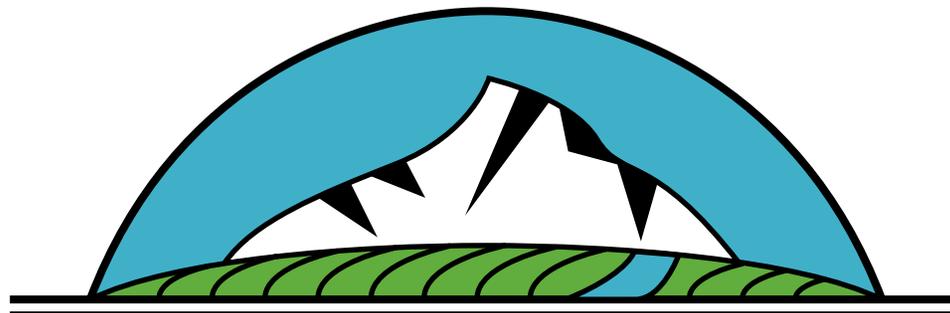
John,

I wanted to submit these to you for the meeting tonight. These are just a few articles I have found on locations, teen use, and the Marijuana Industry. I will bring printed copies tonight for each city council member.

Best Regards,

Zack Stratford
Commercial Broker
Oregon Resource Group
Taylor Group Realty
503-341-2879





OREGON

RESOURCE GROUP

FEATURED IN:

The Oregonian



**Marijuana
Business Daily™**
The most trusted cannabis news source since 2011

PortlandTribune

UNDERSTANDING OREGON MEDICAL MARIJUANA AND THE LEGAL OUTLOOK

WITH OREGON RESOURCE GROUP

The Medical Marijuana Industry and Legalization

The Oregon Resource Group (ORG) was created for the purpose of guiding businesses and investors through the Oregon Medical Marijuana regulatory environment to provide certainty for cannabis entrepreneurs.

We have experience at every step of the process, and offer you the guidance necessary to develop, license, and operate a Medical Marijuana Facility (MMF), cultivation location, or ancillary cannabis business.

Implementation

Effective July 1, 2015 the measure legalizes the possession and use of marijuana for adults 21-years of age or older. Adults can carry up to one ounce of marijuana, keep up to eight ounces at home per household, and grow up to four plants per household. Retail sales outlets will be set-up by the Oregon Liquor Control Commission, which must begin accepting applications on or before January 4, 2016

SAFELY REGULATE

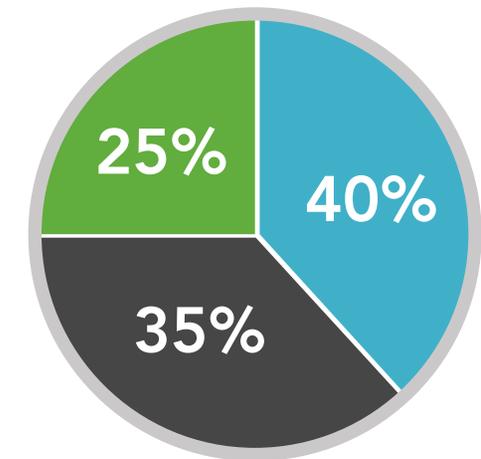
The Oregon Liquor Control Commission will regulate marijuana similar to the system for alcohol, with even more rules:

- Allows the OLCC to tightly restrict advertising, including banning advertising in places frequented by youth.
- Licenses, regulates, audits and inspects cultivation and distribution.
- Marijuana items may not be imported into this state or exported from Oregon.
- Bans public use of marijuana and regulates amount that can be purchased.

LEGALIZE USE

- Prohibits minors from buying, selling, manufacturing, possessing or consuming marijuana.
- It remains a felony to sell to minors.
- Keeps our roads safe by retaining current DUI and driving-while-impaired laws.
- Helps medical marijuana patients by improving access to safe, secure, reliable, and quality-controlled marijuana.
- Retains drug-free workplace rules, and allows landlords to prohibit marijuana use on their property.
- Taxes marijuana to pay for state and local services.

HELP LOCAL ECONOMY



Drug treatment, prevention, and mental health programs.

School funding

State and local police



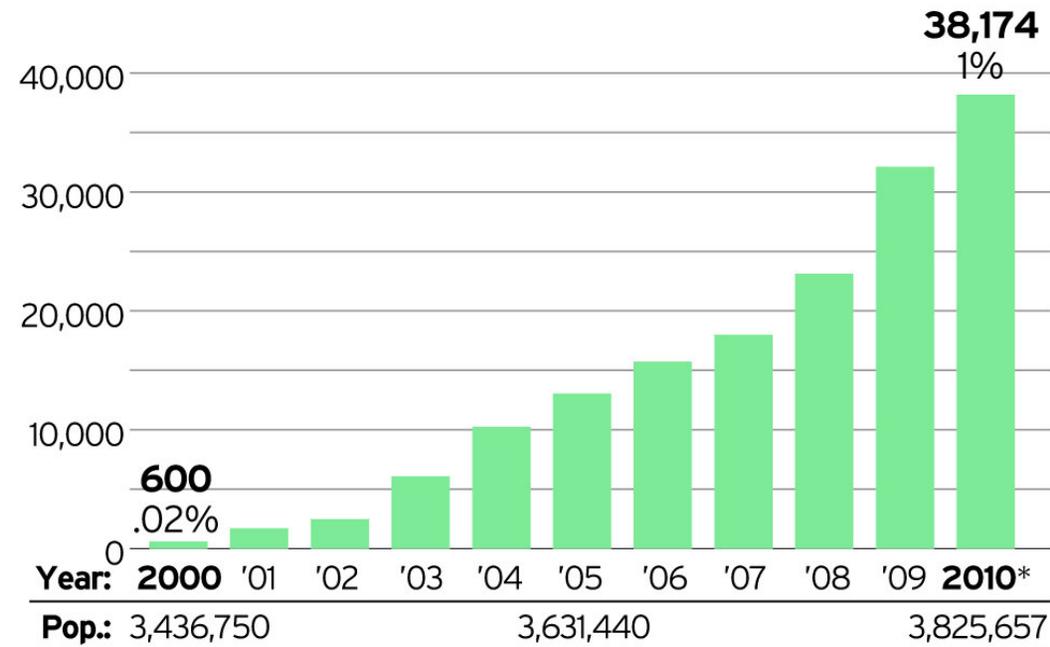
OREGON MEDICAL MARIJUANA LAW AND FEDERAL REGULATION

Under Oregon's Medical Marijuana Act (OMMA), an individual or business may engage in various activities involving medical marijuana, so long as those activities are performed in compliance with OMMA. Those activities include: growing, processing, and dispensing medical marijuana to OMMA card holders.

On the Federal level, however, activities under the OMMA that are immune from prosecution on the state level still constitute a violation of the Controlled Substances Act (CSA) and are subject to prosecution. However, in Washington DC the Executive Branch is more and more considering marijuana policy a "states' rights" issue. The Department of Justice, recognizing the change in public attitude towards marijuana, has initiated modifications to its enforcement criteria, relaxing enforcement activities as it pertains to MMA. Efforts In Congress to reform the CSA are gaining strength and recent House of Representative votes indicate strong bi-partisan support for allowing individual states to regulate medical marijuana.



Oregon medical marijuana card holders



Source: Oregon Medical Marijuana Program

DAN AGUAYO/THE OREGONIAN

PROTECTING THE LANDLORD

In all situations involving the representation of landlords and tenants we seek to protect the property of the leased property. Through our negotiated Letters of Intent and Leases, we have developed terms and conditions that Tenants will operate in strict compliance with all OMMA rules and regulations.



Legal Representation

- Business Operation/Startup
- Dispensary Law Compliance
- License Application Process



Real Estate

- Market Feasibility Analysis
- Lease Locations Negotiations
- Purchase Locations Negotiations
- Zoning Requirements
- City Zoning Paperwork



Planning & Build Out

The build-out of the MMF must be carefully supervised in order to comply with state laws, maintain security, and appeal to your customers. OGRG will identify and provide oversight of contractors working on build-out, including, but not limited to:

- lighting
- plumbing
- painting
- products
- HVAC
- electrical
- display cases
- furniture.

ORG can also introduce you to architects and engineers to accomplish any construction goal.



Interior Design

- Floor Plans & Elevations
- 3D Renderings
- Material Boards
- Personal Shopper Guide
- Installation



Branding Services

In order to identify and effectively market to your target demographic, ORG will develop and support your marketing plan, including branding and advertising in all media to command market shares and reach a leading position in Oregon's MMA market.

ORG will provide any on-going advertising and marketing work needed to gain market share. Costs for media buys and other production expenses (printing, design, etc) will be billed with client's approval.



Marketing Services

Brand Development:

- Colors
- Demographically-based logo design
- Web Development
- Social Channels
- Market positioning

ORG will provide any on-going advertising and marketing work needed to gain market share. Costs for media buys and other production expenses (printing, design, etc) will be billed with client's approval.



MMF Operations

- Prepare applications to the Oregon Health Authority to operate a MMF.
- A detailed walkthrough of the cultivator-patient relationship, of state laws regarding cultivation and transportation and documentation to establish the legal protections of cultivation location.
- A detailed walkthrough of the state laws regarding processing marijuana, usable marijuana definitions, legal transportation and transfers of marijuana and documentation to establish the legal protections of a processing location, and applications for all necessary state and local business licenses.
- Point-of-Sales System
- Staffing
- Credit Card processing Do's/Don'ts
- Business Plan
- Employee Policies and Handbook
- Security Plan for OMMP Approval
- Understanding banking regulations
- Profit & Loss pro forma



Cultivation Location Operations

Cultivation locations must be specifically built out to ensure compliance with state guidelines, security, and functionality. ORG will identify and provide oversight of contractors working on the build out, including, but not limited to:

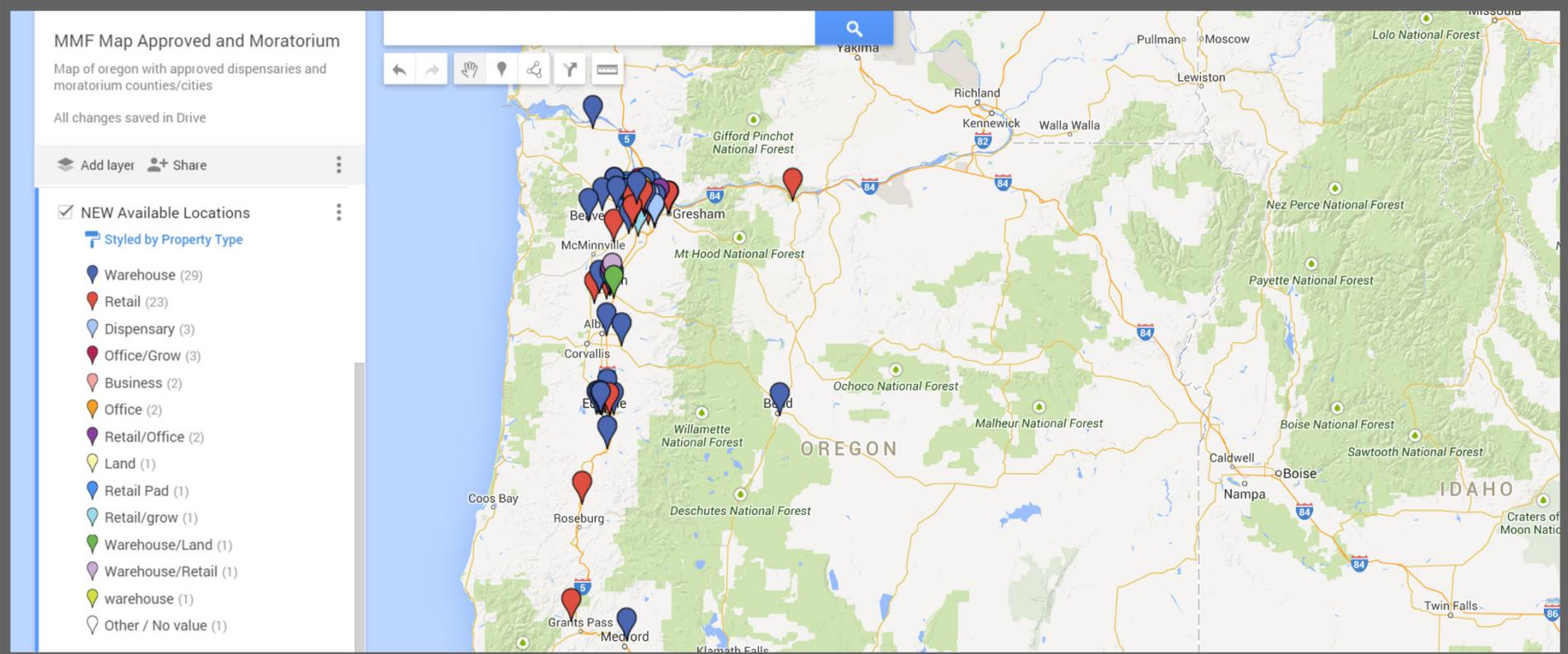
- Construction
- HVAC
- Electrical
- Lighting
- Plumbing
- Painting



Supply Chain

ORG can introduce you to:

- Growers
- Edible Vendors
- Glassware
- Labs/Testing Facilities
- Extract Vendors
- Legal Packaging



The Oregon Resource Group has many locations across Oregon that are perfect for your Dispensary or Grow. Each location is mapped online through google maps, making it easy for you to pick and choose the perfect location. You can then set up a showing, and write an offer. Our clients receive an email notification as soon as a location is added to the map, and often its as soon as they hit the market. The locations are pre-scrubbed so you know you can open a dispensary or grow in them right away.

Each Location is scrubbed for:

Schools

By state law dispensaries and grows are not allowed within 1000 feet of a grow

Dispensaries

By state law dispensaries are not allowed within 1000 feet of each other

Municipalities

Many Cities and Counties have zoning restrictions above and beyond what the state allows. Oregon Resource Group contacts each municipality to find out what these extra regulations are.



MANAGEMENT TEAM



Lathen Gorbett
Licenced Oregon Broker

As a licensed real estate broker and strong advocate for legalization of cannabis, Lathen has combined his aspirations in order to attend to the real estate needs of those who are advancing their investment opportunities in to cannabis related industries.

He has been an active and vocal proponent for the end of, what he believes to be, an over due prohibition and believes that in order to have a successful implementation of this new industry, it will require responsible and committed entrepreneurs to create harmony with its communities as well as within the legal parameters in place.



Robert A. Graham
Licensed Attorney

Robert has been a licensed attorney since 1977, admitted in Oregon and California. For the past 32 years, his practice has been primarily focused on representing and advising business clients in matters such as business formation, capitalization and securities, real estate, landlord/ tenant commercial contracts, merger and acquisitions, intellectual property estate planning, and related litigation.

For the past decade Robert's practice has included the representation of clients involved in various aspects of the cannabis community, including both civil and criminal matters. He teaches business law at Rogue Community College and has been a featured speaker at cannabis business related conferences.



Zack Stratford
Real Estate Development

As a licensed real estate agent, Zack brings strong experience in social media, marketing, and public relations which has allowed him to bring an updated outlook to real estate marketing. Zack has successfully developed multiple projects in many different aspects of real estate, including new construction, townhome marketing, short-sale negotiation, bank owned, commercial leasing, and business brokerage.

Using his professional experience, his understanding of the Oregon MMA, and his relationships with landlords, Zack is well positioned to locate, negotiate, and lease locations suitable for dispensaries, warehouse grows, and medible commercial kitchens.

OUR TEAM

OF YOUNG PROFESSIONALS CAN MAKE

ANYTHING POSSIBLE

See for yourself.

Oregon Resource Group prides itself on putting the strongest industry professionals at the fingertips of their clients.

ORG has legal representation available to entrepreneurs from one of Oregon's leading cannabis attorneys, Robert Graham. He is able to lead clients through the formation and capitalization issues for a successful cannabis business venture. In addition, Robert is affiliated with a team of tax professionals and accounting experts to successfully navigate cannabis tax rules.

We are also working with experience construction companies of all levels such as OrangePDX, Pavilion Construction and Kennedy Design Solutions. (We are here to help you achieve your goals.)

ORG is committed to providing our clients with the most professional service at affordable rates.

Please give us a call today at 503 341 2879



GREENSKY COLLECTIVE



OREGONS FINEST



COLLECTIVE AWAKENINGS



BRIDGE CITY COLLECTIVE



Law Offices
ROBERT A. GRAHAM, JR.

236 N.W. "E" Street
Grants Pass, Oregon 97526
Telephone (541) 472-1625
Facsimile (541) 479-7060
email: raglaw@grantspass.com

Robert A. Graham, Jr.*
* Admitted in Oregon and California

July 1, 2014

**MEDICAL MARIJUANA DISPENSARY
RULES AND REGULATIONS SUMMARY**

I. Application Requirement

1. Facility must be at location that is properly zoned
2. Facility cannot be the same address as a registered grow site
3. Facility cannot be within 1,000 feet of the property of a public or private school
4. Facility cannot be within 1,000 feet of another facility
5. 1,000 feet is measured from property line to property line
6. Person Responsible for Facility ("PRF") must be a resident of Oregon
7. PRF must have legal authority to act on behalf of facility
8. PRF is responsible for ensuring facility complies with applicable laws and rules
9. PRF must pass criminal background check for initial application
10. PRF is accountable for ANY intentional or unintentional actions of owners, officers, managers, employees or agents of the facility
11. The Authority can notify PRF and the facility owner if the PRF no longer meets qualifications or the facility owner can notify the Authority that PRF no longer qualifies
12. Separate security procedures are required during and after business hours
 - A. Security procedures require proper storage, restricted access areas, signage, alarm system, video surveillance system, electronic documentation system
13. Testing of marijuana and immature plants is required and must be complete before transfer to a patient or caregiver
 - A. Batch testing methods must be utilized for useable marijuana and finished product
 - B. Flowers must be tested for pesticides, mold and mildew, THC and CBD
 - (1) Pesticide testing must:
 - (a) Look for chlorinated hydrocarbons, organophosphates, carbamates, and pyrethroids
 - (b) Be analyzed using valid testing methodologies
 - (c) Not be visually inspected for pesticides

- (2) Mold and mildew testing must:
 - (a) Be analyzed using valid testing methodologies
 - (b) Not be visually inspected for mold and mildew
- (3) THC and CBD testing must:
 - (a) Use valid testing methodologies
- (4) Interpreting test results
 - (a) Useable marijuana shall be deemed positive for mold and mildew if the sample has levels that exceed the maximum acceptable counts in the Pharmacopeia, Section 1111, which is 200 colony forming units
 - (b) Useable marijuana shall be deemed positive for any pesticides with a detection of more than 0.1 parts per million
 - (c) If useable marijuana is found to screen positive for pesticides, mold or mildew, the batch must be returned
- C. Edibles, Liquids and Solid Extracts must be tested for:
 - (1) THC and CBD if the flower used to make the edible, liquid and solid extract was tested for pesticides, mold and mildew and the results were negative
 - (2) Pesticides, mold and mildew, and THC and CBD if the flower used to make the edible, liquid or solid extract was not tested
 - (3) Interpreting test results is same as flower
- D. Immature Plants
 - (1) Must be tested for pesticides, mold or mildew using macroscopic or microscopic screening by qualified personnel
- E. A PRF must ensure that all testing, except for immature plants, is done by a laboratory
 - (1) The laboratory must:
 - (a) Use valid testing methodologies
 - (b) Have a Quality System for testing of pesticides, mold and mildew that is compliant with:
 - i. 2005 International Organization for Standardization 17025 Standards, or
 - ii. 2009 National Environment Laboratory Accreditation Conference Institute TNI Standards
 - (c) Provide test results signed by an official of the laboratory who can attest to the accuracy of the results

II. Operating Dispensary

1. Facility must display proof of registration in a prominent location inside the facility. This must be visible for those coming in to get medicine and those to transfer medicine to the facility
2. Facility MAY NOT use the Authority or the OMMP name or logo
3. Registration cannot be transferred to another location
4. PRF is responsible for the security of all marijuana, immature plants and records
5. Must have regular testing of all marijuana and immature plants before transfer to patients
6. Minors are NOT allowed in areas where there are immature plants and/or useable marijuana
7. An employee can use marijuana if:
 - A. He or she has a valid OMMP patient card
 - B. He or she must be in a closed room, alone, if he or she is smoking
8. Facility must use an Oregon Department of Agriculture approved scale
9. People allowed in facility where there are immature plants or marijuana: PRF, owner of facility, employee of facility, laboratory personnel, contractor authorized by PRF, patient, caregiver or grower, authorized employee or contractor of the Authority, and other government officials who have jurisdiction over some aspect of registered facility or otherwise have authority to be on premises
10. Must have written policy, procedures and training manual
11. Electronic record keeping is required, must be properly backed up, and must be kept for one year at a minimum
12. Labeling is required
 - A. Prior to transfer useable marijuana, a PRF must ensure a label is affixed to container in which useable marijuana is located, which includes:
 - (1) The amount of THC and CBD
 - (2) If prepackaged, the weight or volume of marijuana in metric units (i.e. grams)
 - (3) The amount of useable marijuana of a finished product in metric units
 - (4) Who performed the testing
 - B. If edible product, must have a warning label
13. Transfers to facility
 - A. Authorized Transfer Forms (ATF) are required
 - B. After immature plants or marijuana are transferred to facility it is no longer the property of the patient, unless it is returned to the patient

- C. Prior to accepting the transfer, the PRF must ensure:
 - (1) That there is a valid ATF on file
 - (2) That the person bringing the medicine has proper documentation showing that he or she is the individual that is authorized to transfer
 - D. Untested marijuana that is transferred to the facility must be segregated until final test results are received
 - E. Tested marijuana or immature plants may be transferred once the facility has received a written testing report and the useable marijuana and immature plants have tested negative for pesticides, mold and mildew
 - F. A PRF is not required to accept a transfer
 - G. Once marijuana or immature plants have been transferred to the facility, it must be kept on site
14. Transfer of tested useable marijuana and/or immature plants is allowed
- A. Prior to a transfer to a patient or caregiver, a PRF must ensure:
 - (1) That marijuana or immature plant has not tested positive for mold, mildew or pesticides
 - (2) The identity of the patient or caregiver by reviewing his or her identification and OMMP card
 - (3) That each transfer is documented with information required by administrative rules.

III. Approval of Dispensary Application

- 1. The Authority must notify the applicant in writing that the application has been approved and the facility is registered and provide proof of registration with unique registration number

IV. Provisional Registration

- 1. How to receive a provisional registration:
 - A. Submit floor plan at time of application that has marked and labeled:
 - (1) All points of entry to a facility
 - (2) All secure areas required by these rules
 - (3) Proposed placement of all video cameras
- 2. A provisional registration does not allow a facility to transfer medicine or accept transfers of medicine
- 3. If a facility is in compliance with the statute and administrative rules, but security system is not in place, the Authority can issue a provisional registration that is valid for 60 days

V. Renewal

1. Application expires one year following approval
2. To renew, must submit within 60 days of expiration:
 - A. Application renewal form
 - B. Renewal fee
 - C. Forms required for Authority to perform criminal background check
 - D. Pass criminal background check

VI. Denial

1. The Authority must deny if:
 - A. Applicant fails to provide sufficient documentation that proposed facility meets qualifications
 - B. If PRF has been convicted of MCS or DCS, Schedule I or II, within five years of date of application
 - C. If PRF has been convicted more than once of MCS or DCS, Schedule I or II
 - D. If PRF has been prohibited by court for participating in OMMP
2. If authority intends to deny, it must issue a Notice of Proposed Denial

VII. Notification of Changes

1. PRF must notify Authority within ten calendar days of a change in status of a PRF or facility
2. Failure to notify Authority may result of revocation of registration
3. A registered facility that changes location must submit a new application that complies with the rules

VIII. Required Closures

1. Facility may not receive transfers or transfer marijuana or plants if:
 - A. Conviction of PRF for MCS/DCS Schedule I or II
 - B. If PRF changes and Authority has not approved new PRF
 - C. School is found to be within 1,000 feet

IX. Inspections, Violations and Enforcement

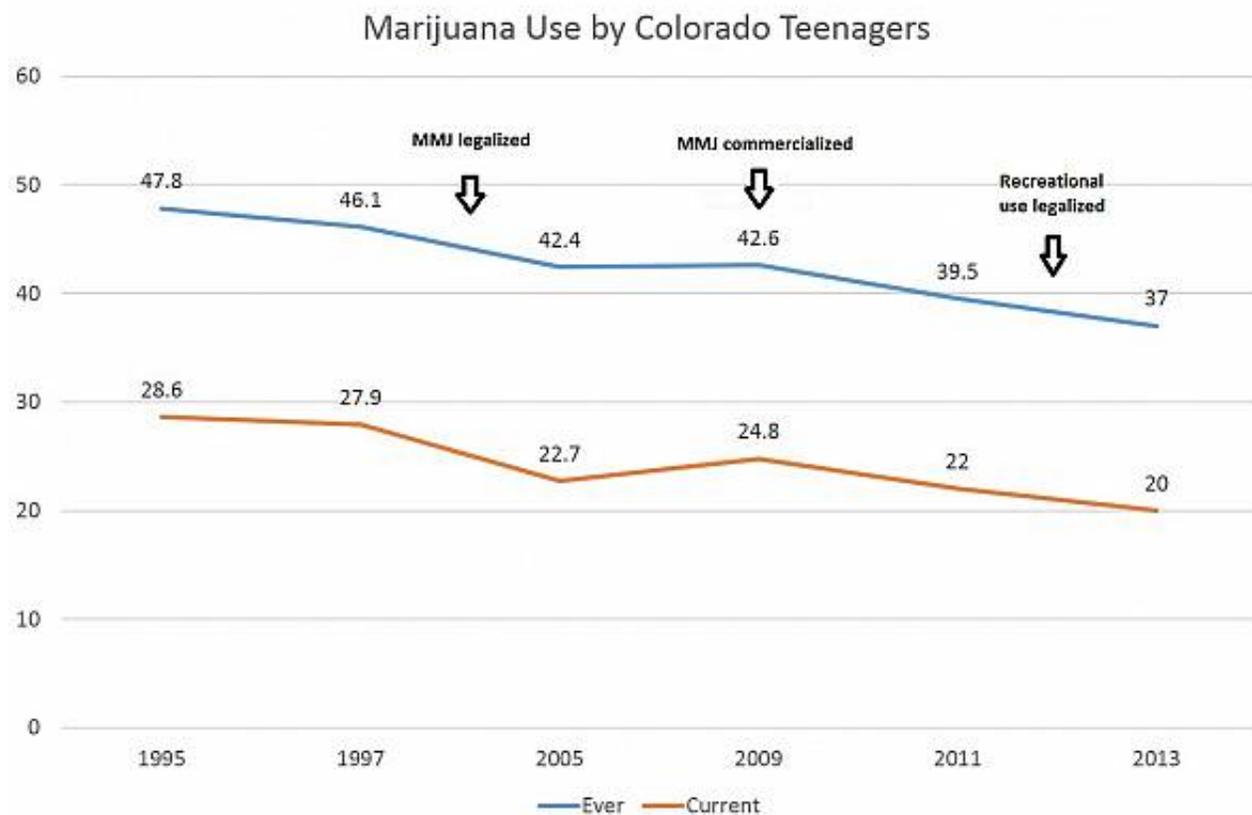
1. Inspections are required within six months of approval and at least once every year

2. Violations can include failing to cooperate, providing false or misleading information, transferring useable marijuana or plants to an individual who is not a patient or caregiver among others
3. Enforcement of these rules can be informal or formal and are dependent on the circumstances

Despite Legalization, Colorado Teenagers Stubbornly Refuse to Smoke More Pot

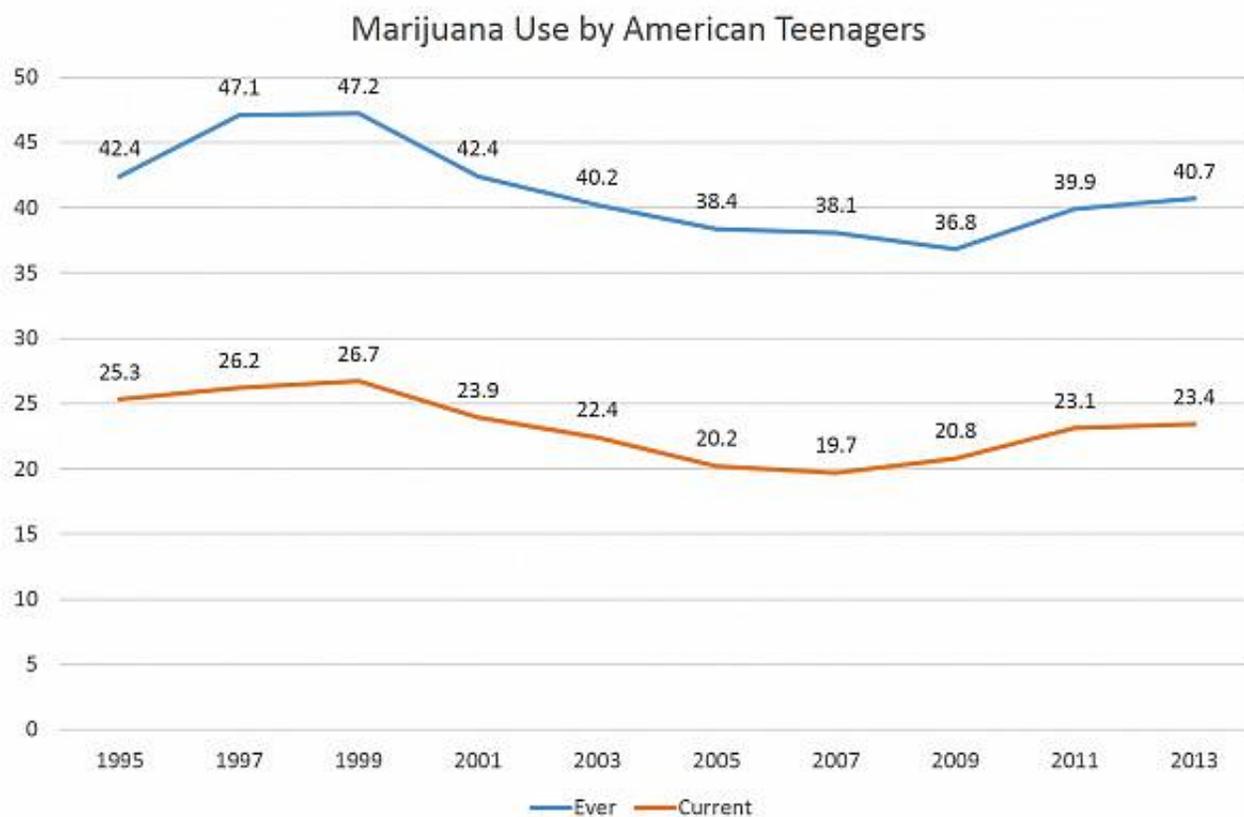
Jacob Sullum | Aug. 8, 2014 1:41 pm

New survey data from Colorado indicate that marijuana legalization so far has not led to an increase in pot smoking by teenagers, as prohibitionists warned it would. In the 2013 Healthy Kids Colorado survey, 37 percent of high school students reported that they had ever tried marijuana, down from 39 percent in 2011. The percentage who reported using marijuana in the previous month (a.k.a. "current" use) also declined, from 22 percent in 2011 to 20 percent in 2013. The state Department of Public Health and Environment, which oversees the survey, says those decreases are not statistically significant. But they are part of a general downward trend in Colorado that has continued despite the legalization of medical marijuana in 2001, the commercialization of medical marijuana in 2009 (when the industry took off after its legal status became more secure), and the legalization of recreational use (along with home cultivation and sharing among adults) at the end of 2012:



Youth Risk Behavior Survey

earlier numbers come from the CDC's Youth Risk Behavior Survey, to which Colorado contributes data from its own survey. (You can find the state-specific numbers in the reports listed here.) The CDC survey is conducted every other year, but Colorado has not always participated, which is why data for 1999, 2001, 2003, and 2007 are missing. Still, this does not look like what you would expect to see if relaxing restrictions on marijuana led to more underage consumption. In fact, the downward trend during this period is clearer in Colorado than in the country as a whole:



Youth Risk Behavior Survey

Nationwide, past-month marijuana use by high school students rose between 1995 and 1999, then declined steadily until 2007, when it began a gradual rise that continued through 2013. In Colorado, by contrast, that number rose between 2005 and 2009 but has declined since then. Again, not what you would expect if making marijuana legally available to adults boosted consumption by minors. More detailed and sophisticated analyses, including data from various states with medical marijuana laws, likewise have found no evidence of such an effect.

"Once again, claims that regulating marijuana would leave Colorado in ruins have proven to be unfounded," says Mason Tvert of the Marijuana Policy Project, who was a leader of Colorado's legalization campaign. "How many times do marijuana prohibition supporters need to be proven wrong before they stop declaring our marijuana laws are increasing teen use? They were wrong when they said regulating medical marijuana would do it, and they were wrong when they doubled down and said making marijuana legal for adults would do it."

It is still possible, of course, that legal recreational sales, which began in Colorado only this year, will increase teenagers' access to marijuana (not through direct sales but through diversion from adult buyers), which might lead to an increase in consumption. Colorado officials express a somewhat different concern. According to a [press release](#) from the health department, "Health experts worry that the normalization of marijuana use in Colorado could lead more young people to try it." In other words, they worry that allowing adults to legally purchase marijuana for recreational use will encourage teenagers to take a more positive view of cannabis, which will make them more likely to use it. Call it the "permitted fruit" effect. Prohibitionists such as former drug czar Gil Kerlikowske raised the same [complaint](#) against medical marijuana laws, but their fears seem to have been misplaced. For what it's worth, the health department reports that "the percentage of students who perceived a moderate or great risk from marijuana use declined from 58 percent in 2011 to 54 percent in 2013," even as marijuana use fell.

Congress quietly ends federal government's ban on medical marijuana

By **EVAN HALPER**

DECEMBER 16, 2014, 4:00 AM | REPORTING FROM WASHINGTON

Tucked deep inside the 1,603-page federal spending measure is a provision that effectively ends the federal government's prohibition on medical marijuana and signals a major shift in drug policy.

The bill's passage over the weekend marks the first time Congress has approved nationally significant legislation backed by legalization advocates. It brings almost to a close two decades of tension between the states and Washington over medical use of marijuana.

Under the provision, states where medical pot is legal would no longer need to worry about federal drug agents raiding retail operations. Agents would be prohibited from doing so.

The Obama administration has largely followed that rule since last year as a matter of policy. But the measure approved as part of the spending bill, which President Obama plans to sign this week, will codify it as a matter of law.

Pot advocates had lobbied Congress to embrace the administration's policy, which they warned was vulnerable to revision under a less tolerant future administration.

More important, from the standpoint of activists, Congress' action marked the emergence of a new alliance in marijuana politics: Republicans are taking a prominent role in backing states' right to allow use of a drug the federal government still officially classifies as more dangerous than cocaine.

"This is a victory for so many," said the measure's coauthor, Republican Rep. Dana Rohrabacher of Costa Mesa. The measure's approval, he said, represents "the first time in decades that the federal government has curtailed its oppressive prohibition of marijuana."

By now, 32 states and the District of Columbia have legalized pot or its ingredients to treat ailments, a movement that began in the 1990s. Even back then, some states had been approving broader decriminalization measures for two decades.

The medical marijuana movement has picked up considerable momentum in recent years. The Drug Enforcement Administration, however, continues to place marijuana in the most dangerous

category of narcotics, with no accepted medical use.

Congress for years had resisted calls to allow states to chart their own path on pot. The marijuana measure, which forbids the federal government from using any of its resources to impede state medical marijuana laws, was previously rejected half a dozen times. When Washington, D.C., voters approved medical marijuana in 1998, Congress used its authority over the city's affairs to block the law from taking effect for 11 years.

Even as Congress has shifted ground on medical marijuana, lawmakers remain uneasy about full legalization. A separate amendment to the spending package, tacked on at the behest of anti-marijuana crusader Rep. Andy Harris (R-Md.), will jeopardize the legalization of recreational pot in Washington, D.C., which voters approved last month.

Marijuana proponents nonetheless said they felt more confident than ever that Congress was drifting toward their point of view.

"The war on medical marijuana is over," said Bill Piper, a lobbyist with the Drug Policy Alliance, who called the move historic.

"Now the fight moves on to legalization of all marijuana," he said. "This is the strongest signal we have received from Congress [that] the politics have really shifted. ... Congress has been slow to catch up with the states and American people, but it is catching up."

The measure, which Rohrabacher championed with Rep. Sam Farr, a Democrat from Carmel, had the support of large numbers of Democrats for years. Enough Republicans joined them this year to put it over the top. When the House first passed the measure earlier this year, 49 Republicans voted aye.

Some Republicans are pivoting off their traditional anti-drug platform at a time when most voters live in states where medical marijuana is legal, in many cases as a result of ballot measures.

Polls show that while Republican voters are far less likely than the broader public to support outright legalization, they favor allowing marijuana for medical use by a commanding majority. Legalization also has great appeal to millennials, a demographic group with which Republicans are aggressively trying to make inroads.

Approval of the pot measure comes after the Obama administration directed federal prosecutors last year to stop enforcing drug laws that contradict state marijuana policies. Since then, federal raids of marijuana merchants and growers who are operating legally in their states have been limited to those accused of other violations, such as money laundering.

"The federal government should never get in between patients and their medicine," said Rep. Barbara Lee (D-Oakland).

evan.halper@latimes.com

Twitter: @evanhalper

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7737 BARBUR BLVD
STAND ALONE EXTERIOR PROTOTYPE



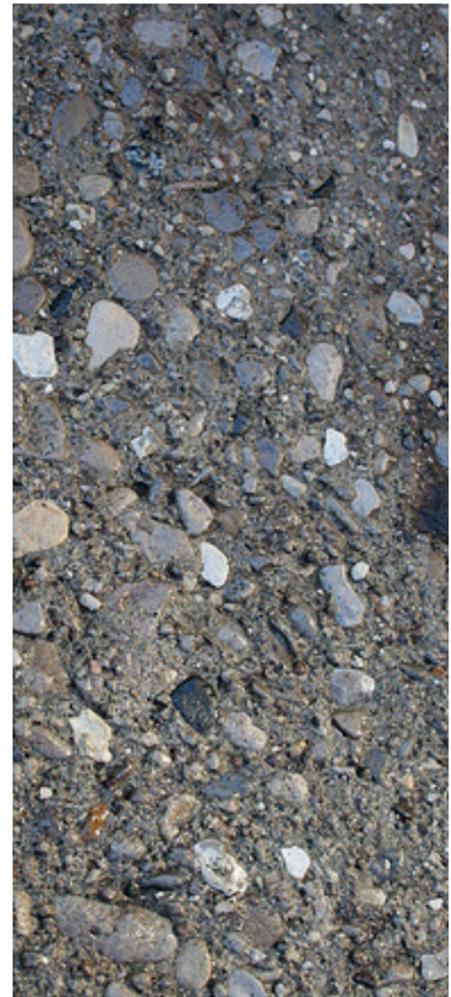
EXISTING



PROPOSED



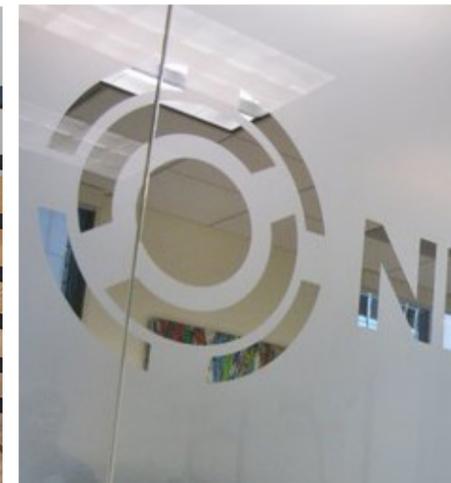
RECLAIMED WOOD PLANKS



SANDBLASTED CONCRETE



BLACK OXIDE COATED STAIR RAIL/MULLION



FROSTED GREEN GROUP LOGO



GREEN ROOF

7737 BARBUR BLVD STAND ALONE INTERIOR PROTOTYPE



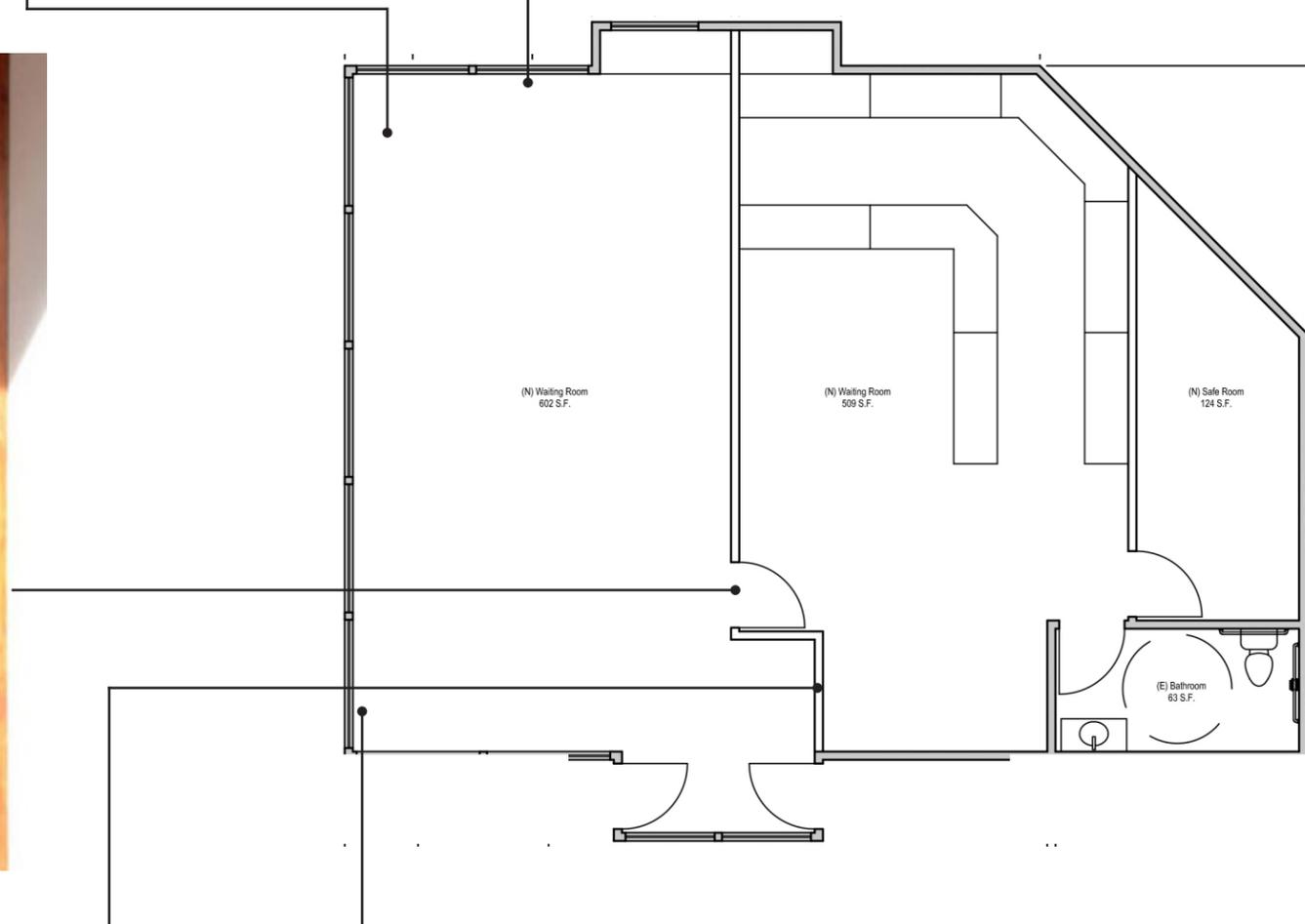
TERRAZO GROUND CONCRETE FLOOR



BUILT IN BENCH SEAT



FABRIC FOR CUSHIONS



OVERSIZED PIVOT DOOR



BARN DOOR ALTERNATIVE



ENTRY FEATURE GREEN WALL



WOOD SOFIT



LIGHT FEATURE



TECHTONIC DETAILS EMPHASIZED



RUSTIC MODERN LUMBER FURNATURE

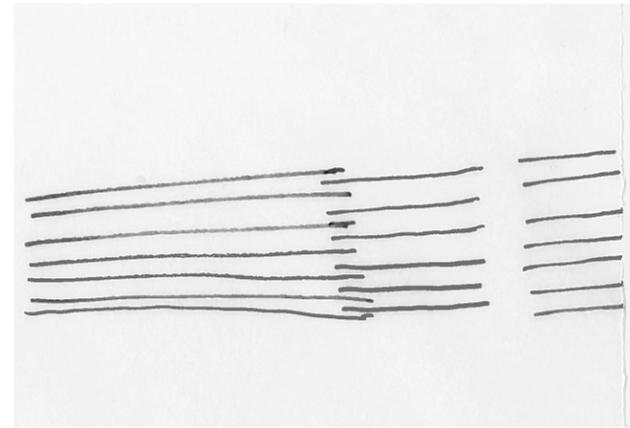
8680 CANYON BLVD
URBAN INTERIOR PROTOTYPE



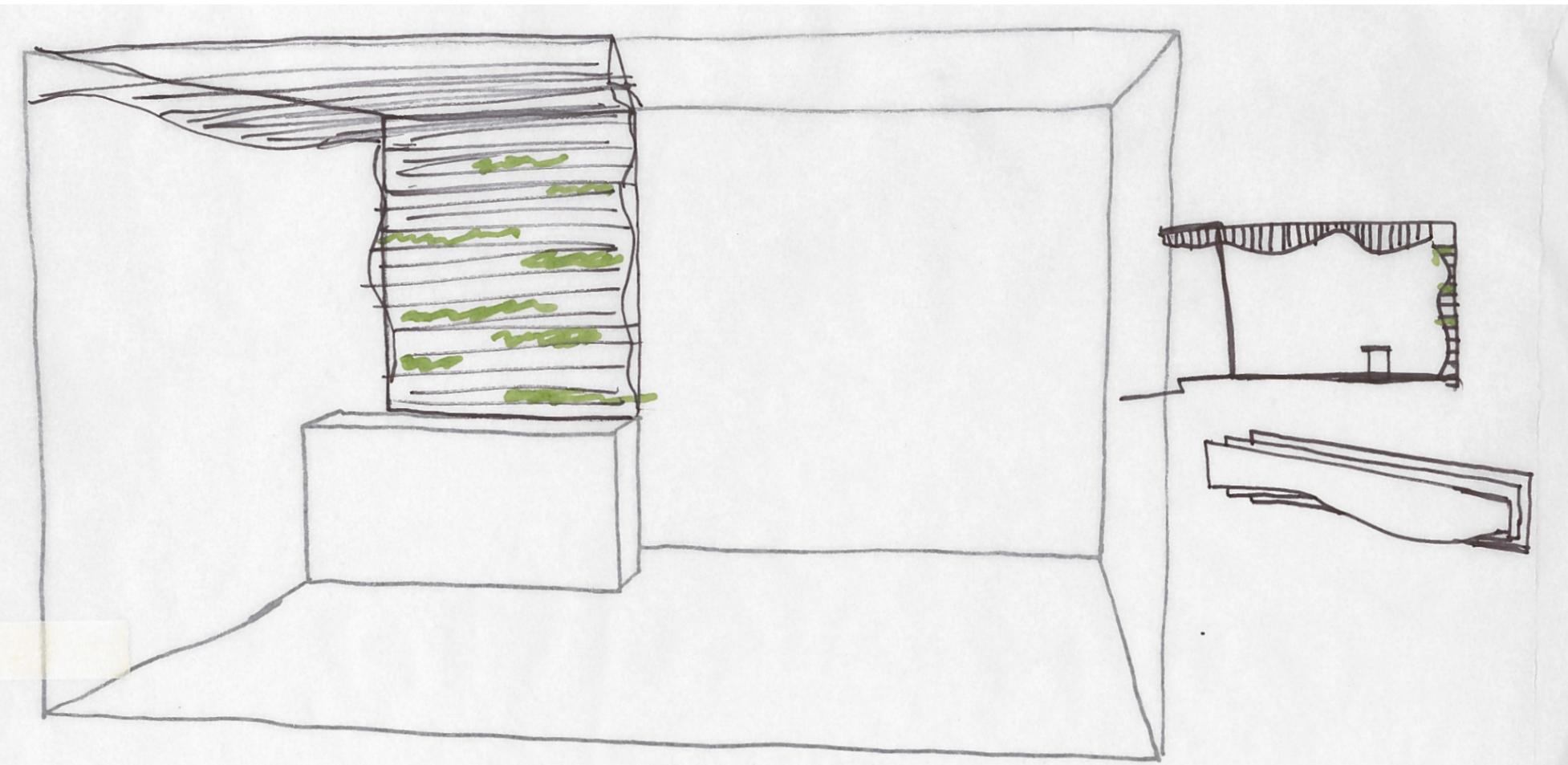
WOOD SLATS FORM WAITING BENCH



EXTENSION TO ENTRY SHADE
CANOPY



SLATED DOOR TO SHOWROOM
SLIDES INTO WALL SLATS



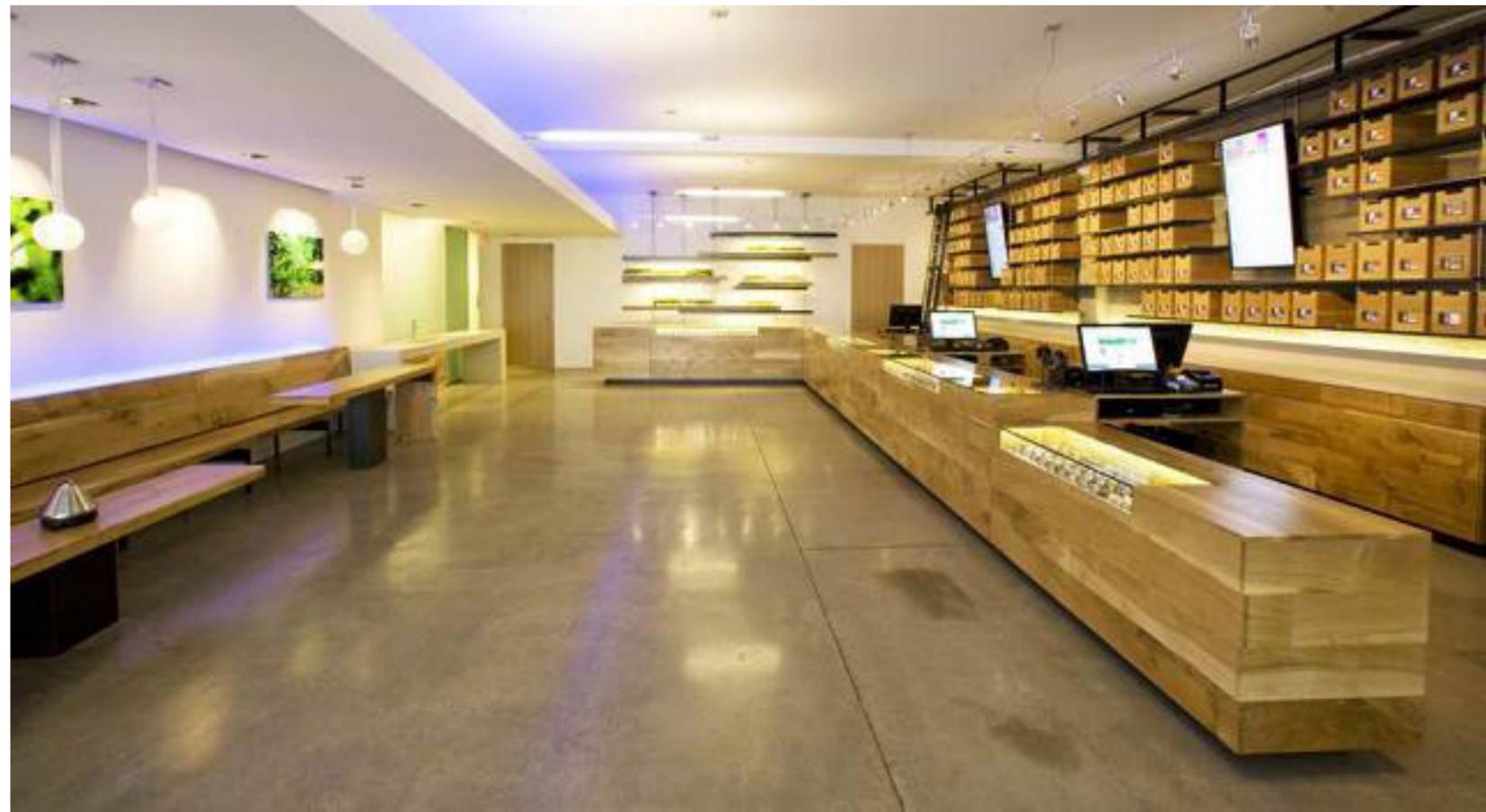
WOOD SLATS EXTEND BEHIND RECEPTION DECK TO FORM SHELVES FOR PLANTS



ORGANIC WALL FORM



SPARC DISPENSARY SAN FRANCISCO PRECEDENT



RETAIL STORES

PRECEDENT STUDIES ON CUSTOMER DISPLAYS



February 13, 2014

Few Complaints About San Francisco Dispensaries

San Francisco's 24 city-licensed dispensaries generated just 10 citizen complaints last year, most of them for relatively minor issues such as double-parking.

Other complaints centered around strong cannabis odors and an illuminated sign (which the dispensary owner simply turned off), [according to SF Weekly](#). One even involved a suspect marijuana brownie that was sent to a crime lab but came back clean.

The figure doesn't include dispensary-related crimes, and there were two relatively high-profile ones in or outside MMJ centers in 2013 – [including an armed robbery](#).

But the relatively low number of citizen complaints shows that dispensaries aren't a public nuisance as some MMJ opponents claim, especially in areas with cannabis business regulations.

California doesn't have statewide rules on dispensaries, but San Francisco [requires cannabis centers to receive city permits](#) and meet some basic requirements. Owners, for instance, must pass a background check, submit details on their security plans and obtain certification as a food handler if they're going to make edibles.

February 7, 2014

Rec Shop Lifts Businesses in CO Mountain Town

Business owners in Carbondale, Colorado, need to thank the town's recreational marijuana shop.

A story in the [Aspen Times](#) reports that the Main Street businesses in the small mountain town have seen a spike in customers since Jan. 15, which is when the Doctor's Garden marijuana store opened for recreational business. The shop is the [first recreational store](#) to open in Colorado's Western Slope region.

The small town of 6,400 people is located between the ski town of Aspen and Interstate 70, which funnels traffic across the state.

Restaurants, coffee shops and grocery stores there have all reported unusually high numbers of customers since the shop opened. Most of the customers, businesses owners reported, are tourists in the 50-plus age group.

"What was kind of surprising was how normal the people were that were coming to Carbondale to buy marijuana," said Carol Bruno, owner of Peppino's Pizza in downtown Carbondale. "It wasn't the stoner crowd I expected, but an older, normal clientele."

The report reinforces the opinion that opening early in a recreational marijuana economy can generate substantial business. But it also shows that recreational cannabis stores can be good neighbors for traditional business owners, many of whom might be skeptical of the industry.

January is traditionally a slow time for the town. But the executive director of the Chamber of Commerce said the month has been just as busy as summertime.

Whether the business continues is yet to be seen. Aspen is expected to open its first recreational retail store within the month, and another is expected to open in nearby Glenwood Springs as well.

Medical marijuana stores impact neighborhoods in Denver no more than coffee shops, study says

February 21, 2014 | By [William Breathes](#)

A medical marijuana dispensary in the Denver area doesn't have any more impact on its neighborhood than does a coffee shop or a drugstore, according to a recent study released by the University of Colorado Denver. Not only that, but residents don't perceive a dispensary as an undesirable use of a storefront.

These findings counter the constant negative messages coming from law enforcement and anti-cannabis crusaders. And apparently, even the researchers were shocked by the results.

The CU Denver study looked at ways race, ethnicity and economic status played into the location of the centers themselves, with researchers taking the position that the 275 dispensaries they studied were largely located in lower-income areas. And while the findings showed that dispensaries are more likely to be located in areas that have higher rates of criminal activity, that's simply a matter of logistics: Crime generally occurs more often near commercial retail areas, and dispensaries are zoned as retail centers.

Paul Stretsky, a research student at the CU Denver School of Public Affairs who helped lead the study, says his team had predicted from the outset that dispensaries would change the neighborhoods surrounding them for the worse and create more crime. But that just wasn't the case, he notes. The researchers even went back through their methods to find some error that could account for the findings and found nothing.

Study: Pot Shop Security Could Reduce Crime

Posted on Mon, 02/25/2013 - 4:48pm

Social Welfare professor [Bridget Freisthler](#) recently led a team of authors that published an article in the *Journal of Community Psychology* as part of a [five-year study](#) funded by a grant from the National Institute of Drug Abuse.

The article, co-authored by Social Welfare student Nancy Kepple, Urban Planning student Revel Sims and Scott E. Martin of the Pacific Institute for Research and Evaluation, was titled "Evaluating Medical Marijuana Dispensary Policies: Spatial Methods for the Study of Environmental-Based Interventions." The paper examined several current "policy and land use environmental interventions" that seek to mitigate detrimental effects associated with the influx of medical marijuana dispensaries across California.

Focusing specifically on Los Angeles and Sacramento, Freisthler and her co-authors investigated the impact of dispensary regulations on the prevalence of crime and marijuana use, how types of medical marijuana users cluster within communities, and whether clustering is increased in locations with numerous dispensaries.

Preliminary data from the research indicate that certain regulatory measures -- such as security cameras, the presence of a guard, and the posting of signs requiring a prescription card -- may indeed be effective in reducing crime within the immediate vicinity of a marijuana dispensary.

Dr. Freisthler's expertise lies in the application of population-based geospatial research methods to the exploration of relationships between drug distribution systems, alcohol and drug abuse, and child abuse and neglect. She employs geographic information systems, spatial statistics and spatial econometrics to understand how social problems vary across geographic areas, identify areas in a community prone to developing social problems with an understanding of neighborhood ecologies, and examine how the location of social services may further affect such developments.

Freisthler received her Ph.D. in Social Welfare from UC Berkeley, and she is currently the principal investigator of the UCLA Medical Marijuana Research Team.

Report: Medical Marijuana Dispensaries Not Linked to Neighborhood Crime Study of California dispensaries finds no increased crime levels

By Jason Koebler Jun. 6, 2012

It's long been the argument of law enforcement and anti-medical marijuana advocates that the government-sanctioned pot dispensaries cause an uptick in crime, especially burglary and muggings. The only problem is that argument isn't necessarily true, according to a new study funded by the National Institutes of Health.

On its face, the argument makes sense—medical marijuana dispensaries feature large caches of high quality drugs, and its customers overwhelmingly walk in with a huge wad of cash and walk out with a desirable product. But the study, published in the *Journal of Studies on Alcohol and Drugs*, found that neighborhoods with medical marijuana dispensaries in Sacramento were no more likely to have crime than other neighborhoods.

The study's authors say their research may debunk a 2009 report by the California Police Chiefs Association that said marijuana dispensaries "have been tied to organized criminal gangs, foster large [marijuana growth] operations, and are often multi-million-dollar profit centers."

"Because they are repositories of valuable marijuana crops and large amounts of cash, several operators of dispensaries have been attacked and murdered by armed robbers both at their storefronts and homes, and such places have been regularly burglarized," the report continues. "Drug dealing, sales to minors, loitering, heavy vehicle and foot traffic in retail areas, increased noise, and robberies of customers just outside dispensaries are also common ancillary by-products of their operations."

Arguments such as those are common by opponents of medical marijuana legalization, which will soon be available in as many as 17 states and the District of Columbia.

"There's law enforcement and city officials debating whether these dispensaries were attracting undesirables, and there's the other side, the dispensary owners, saying maybe these concerns were unfounded," says co-author Nancy Kepple, a doctoral student at the UCLA Luskin School of Public Affairs. "But neither side had any evidence that supported either claim."

The UCLA study looked at crime rates in 95 areas of Sacramento in 2009, before the city enacted regulations on where dispensaries could be located and had fewer restrictions on what security measures dispensary operators had to meet.

"Whatever security measures were done, the owners chose to do it for themselves [in 2009]. We specifically selected this time because it was based on a free-market situation," says Kepple.

Although the researchers aren't sure why there was no uptick in crime around dispensaries, they suspect that security guards and cameras have an impact on keeping criminals out. Or, as Kepple wrote in the report, it could be that marijuana dispensaries just don't increase crime any "more than any other facility in a commercially-zoned area."

Several high-profile murders in San Francisco and Hollywood dispensaries and burglaries in San Francisco, Santa Cruz, and Colorado Springs have made dispensary-based crime national news, but those cases aren't representative of a larger trend, Kepple and her co-author, Bridget Freisthler, say.

"Because of the type of business dispensaries are, any crime there has been well-publicized, bringing more attention to the issue," Freisthler says. "Neighborhood residents get up in arms and it takes a life of its own." She says pot dispensaries appear to be no more likely to be victimized by burglars than liquor stores or other commercial spots.

Still, the authors realize there are potential holes in their study. They say they need to study crime rates in other cities and need to study crime trends over time to determine whether dispensaries have long-term impacts on neighborhood crime.

"This is really just the start, and [our findings] seem contrary to what the public debate has been saying," Kepple says. "We wanted to start thinking about the debate from a scientific standpoint."

March 31, 2014

San Francisco Votes to Shrink 'Buffer Zone' Around Schools

The city's Planning Commission recently voted to shrink the buffer zone between marijuana businesses and schools from 1,000 to 600 feet. The move could allow more businesses to open outside of the quadrant of southern and eastern San Francisco called "SoMa," where 28 businesses currently operate.

When fully implemented, the new zoning laws could allow dispensaries to open into more residential areas of the city, such as Sunset and Richmond. Advocates believe that medical marijuana patients in these areas do not have adequate access to dispensaries, and are forced to travel to SoMa for their medicine.

The rule also eliminates the ban on marijuana clubs within 1,000 feet of playgrounds and youth facilities. Whether San Francisco's adjustments spread to other major cities could impact the industry. The 1,000-foot "buffer zone" has become a regulatory standard, but some advocates believe the buffer is too restrictive in densely populated areas.

Advocates in Chicago, for example, believe the 1,000-foot buffer zone between shops and residential areas could push dispensaries out of town entirely.



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“We change laws.”

Medical Marijuana Dispensaries and Their Effect on Crime

Opponents of medical marijuana sometimes speculate that medical marijuana dispensaries will lead to increased crime rates in surrounding areas.¹ These dispensaries, they claim, will attract thieves and robbers to the facilities and breed secondary crimes in surrounding areas. Such claims have prompted empirical and statistical analyses by researchers and law enforcement agencies. In what should not come as a surprise, given the robust security at most medical marijuana facilities, these studies have routinely shown that, contrary to these concerns, dispensaries are not magnets for crime. Instead, these studies suggest that dispensaries are no more likely to attract crime than any other business, and in many cases, by bringing new business and economic activity to previously abandoned or run-down retail spaces, dispensaries actually contribute to a reduction in crime.

While the data is reassuring, one public safety challenge for dispensaries and adult use marijuana stores has been that many have been forced to operate as cash-only businesses because of banks’ concern about federal legal issues. However, with new guidance that was issued by the federal government in February 2014, it is expected that more small banks and credit unions will open accounts for marijuana businesses.

What follows is a brief summary of anecdotal and scientific evidence, including law enforcement data analyses and academic research on medical marijuana dispensaries and their effect on crime. For more information on dispensaries, medical use of marijuana, state laws, and other issues related to medical marijuana, please visit mpp.org/medical.

2009 Los Angeles Police Department survey — In response to debate over medical marijuana regulations by the Los Angeles City Council, and claims from medical marijuana opponents that dispensaries were magnets for crime, Los Angeles Police Chief Charlie Beck asked his department to produce a report comparing the robbery rates of L.A. banks and medical marijuana dispensaries. The report indicated that there were 71 robbery reports filed with the LAPD at the city’s 350 banks. Despite there being far more medical marijuana dispensaries — more than 800 at the time according to Beck — there were fewer robbery reports filed at dispensaries: just 47.

When asked about the report, and claims that dispensaries are crime magnets, Beck said, “I have tried to verify that because, of course, that is the mantra. It really doesn’t bear out. ... Banks are more likely to get robbed than medical marijuana dispensaries.”²

2009 Denver Police Department survey — An analysis of robbery and burglary rates at medical marijuana dispensaries conducted by the Denver Police Department at the request of the Denver City Council found that the robbery and burglary rates at dispensaries were lower than

¹ “Across the state, we’re seeing an increase in crime related to dispensaries,” said Ernie Martinez, a Denver police detective who is president of the Colorado Drug Investigators Association. “Medical marijuana dispensaries’ effect on crime unclear,” *The Denver Post*, January 24, 2011.

http://www.denverpost.com/news/marijuana/ci_17178820#ixzz1ngbvMOII.

² “LAPD Chief: Pot clinics not plagued by crime,” *Los Angeles Daily News*, January 17, 2010.
http://www.dailynews.com/news/ci_14206441.

area banks and liquor stores and on par with those of pharmacies. Specifically, the report found a 16.8 percent burglary and robbery rate for dispensaries, equal to that of pharmacies. That's lower than the 19.7 percent rate for liquor stores and the 33.7 percent rate for banks, the analysis found.³

2010 Denver Police Department analysis — In late 2010, the Denver Police Department looked at crime rates in areas in and around dispensaries. The analysis showed that through the first nine months of 2010, crime was down 8.2% relative to the same period in 2009. The decrease was comparable to the city's overall drop in crime of 8.8%.⁴ *The Denver Post* completed a similar analysis and found that crime rates in some areas with the highest concentration of dispensaries saw bigger decreases in crime than neighborhoods with no dispensaries.⁵

2010 Colorado Springs Police Department analysis — An analysis by the Colorado Springs Police Department found that robbery and burglary rates at area dispensaries were on par with those of other businesses. Specifically, the department's data indicated that there were 41 criminal incidents reported at the city's 175 medical marijuana businesses in the 18-month period ending August 31, 2010. Meanwhile, over that same period, there were 797 robberies and 4,825 burglaries at other city businesses. These findings led the department's spokesman, Sgt. Darrin Abbink, to comment, "I don't think the data really supports [dispensaries] are more likely to be targeted at this point."⁶

October 2011 UCLA study, "Exploring the Ecological Link Between Crime and Medical Marijuana Dispensaries," — Researchers from UCLA, funded by the National Institute on Drug Abuse, used data from 95 census tracts in Sacramento to analyze two types of crime (violent and property) in areas with varying concentrations of dispensaries. What they found was that while factors traditionally understood to lead to increased crime — for example, large percentages of land zoned for commercial rather than residential use, a high percentage of one-person households, the presence of highway ramps, and a higher percentage of the population being ages 15-24 — were positively associated with crime in those areas, "the density of medical marijuana dispensaries was not associated with violent or property crime rates." In their conclusion, the researchers said, "[t]hese results suggest that the density of [medical marijuana dispensaries] may not be associated with increased crime rates or that measures dispensaries take to reduce crime (i.e., doormen, video cameras) may increase guardianship, such that it deters possible motivated offenders."⁷

Specifically, the study applied the "routine activity theory" of crime, which suggests that crime is more likely when three criteria are met: (1) a motivated offender, (2) a suitable target, as defined by factors like value, visibility, and access, and (3) a lack of guardianship such as low residency or poor security. The authors hypothesized that the lack of a relationship between dispensaries and crime could be attributable to either of two possible conclusions: either medical marijuana dispensaries were no more valuable a target than other businesses in the area — a possibility supported by the law enforcement surveys in L.A. and Denver discussed above — or heightened security at dispensaries was sufficient to deter criminal activity in the area.

³ "Analysis: Denver pot shops' robbery rate lower than banks," *The Denver Post*, January 27, 2010. http://www.denverpost.com/ci_14275637.

⁴ See note 1, *supra*.

⁵ *Id.*

⁶ "Marijuana shops not magnets for crime, police say," *Fort Collins Gazette*, September 14, 2010. <http://www.gazette.com/articles/wall-104598-marijuana-brassfield.html>.

⁷ <http://www.uclamedicalmarijuanaresearch.com/node/10>.

June 2011 Regent University study — Researcher Maura Scherrer of Regent University looked at the perception of crime, and medical marijuana dispensaries' impact on crime, among residents of Denver neighborhoods with varying socio-economic profiles. In so doing, she found that most crimes, including robbery, vandalism, and disorderly conduct increased in Denver from 2008 to 2009. However, in areas within 1,000 feet of a dispensary, rates were down for most types of crime, including burglary, larceny, and a 37.5% reduction in disorderly conduct citations. In her conclusion the author notes, "it appears that crime around the medical marijuana centers is considerably lower than citywide crime rates; a much different depiction than originally perceived."⁸

February 2014 *Urban Geography* — Researchers from the University of South Florida, the University of Colorado, and the New York City Criminal Justice Agency set out to determine whether medical marijuana dispensaries in Denver could be considered locally undesirable land uses (LULUs), land uses that people do not want to live close to, but which provide services to the community.⁹ The researchers studied 275 medical marijuana centers in 75 Denver neighborhoods and concluded that:

“[w]hile public officials, and especially law enforcement, clearly warn residents about the negative effects of these centers on the communities in which they are situated, there is little evidence that residents are listening, as these centers do not appear to have any impact on the urban landscape — and therefore on the health of the communities in which they are located.”¹⁰

The study did find that medical marijuana centers are more likely to be opened in areas that have higher crime rates, but that is not unusual because crime follows retail concentrations. “In short, medical marijuana facilities appear to ... be more similar to drugstores and coffee houses than they are to LULUs.”¹¹

Los Angeles crime trends — Los Angeles has frequently been cited as the city with the most dispensaries and the least regulation of those dispensaries. It is also the most populous city in the state that has the oldest and the broadest medical marijuana law, where any medical condition qualifies. While L.A. voters do prefer some regulation and control — and they approved a ballot measure to create a regulatory system in May 2013 — the city that has been cited as having more dispensaries than Starbucks certainly has not suffered a crime epidemic as a result of its permissive policies. On the contrary, overall crime in Los Angeles has dropped dramatically since dispensing collectives became legal in 2004. Crime rates have plummeted in the past 11 years, with decreases each of those 11 years. They are now the lowest they have been since 1949.¹²

The Effect of Medical Marijuana Laws on Crime: Evidence from State Panel Data, 1990-2006¹³ — Researchers Robert Morris, Michael TenEyck, J.C. Barnes, and Tomislav Kovandzic

⁸ Study available at <http://adr.coalition.org/codr/fez/view/codr:983>.

⁹ Lyndsay N. Boggess, Deanna M. Pérez, Kathryn Cope, Carl Root & Paul B. Stretesky, *Urban Geography* (2014): Do medical marijuana centers behave like locally undesirable land uses? Implications for the geography of health and environmental justice, *Urban Geography*.

¹⁰ *Id.* at p. 15

¹¹ *Id.* at p. 16

¹² Kathy Mather, "L.A. crime falls for 11th year; officials note historic drops," *L.A. Times*, Jan. 13, 2014. <http://www.latimes.com/local/lanow/la-me-ln-crime-falls-20140113,0,3357277.story#axzz2vJ6f1xlX>

¹³ Morris RG, TenEyck M, Barnes JC, Kovandzic TV (2014). "The Effect of Medical Marijuana Laws on Crime: Evidence from State Panel Data, 1990-2006." *PLoS ONE* 9(3): e92816. doi: 10.1371/journal.pone.0092816

analyzed the association between the enactment of a medical marijuana law and state crime rates for all Part 1 offenses — homicide, rape, robbery, assault, burglary, larceny, and auto theft — as collected by the FBI. The purpose was to help inform the debate on whether passage of medical marijuana laws leads to increased crime rates. The researchers used fixed-effects panel design to identify what, if any, effect passage of a medical marijuana law has on crime rates. This design analyzes changes individual states see in their respective crime rates over time and compares the changes to the crime rate trends among states that enacted medical marijuana laws and those that did not.

While all states experienced a reduction in Part 1 offenses during the period studied, those that had passed a medical marijuana law experienced greater reductions in those offenses than those states that had not. The researchers conclude that enactment of a medical marijuana law “is not predictive of higher crime rates and *may* be related to reductions in rates of homicide and assault.”¹⁴ They note that the most “important finding . . . is the lack of evidence of any increase in robbery or burglary, which are the type of crimes one might expect to gradually increase over time if the [medical marijuana laws lead to increased crime] theory was correct.”¹⁵

¹⁴ *Id.* at 5.

¹⁵ *Id.*