



Summer 2001

In the Park

Parkside Business Center

quarterly newsletter for tenants

Volume 9, Issue 2

Take a Short Trip to Memory Lane

Memory Lane Scrapbook Supply Warehouse opened March 1 in Building 2. The retail store is next to Copies Plus, facing SW Hall Blvd. You can visit during store hours: Monday through Friday from 10:00 a.m. to 6:00 p.m., and Saturday from 11:00 a.m. to 4:00 p.m.

Memory Lane is owned by John Murray and Lorrie Steed. John's other business, Pre-

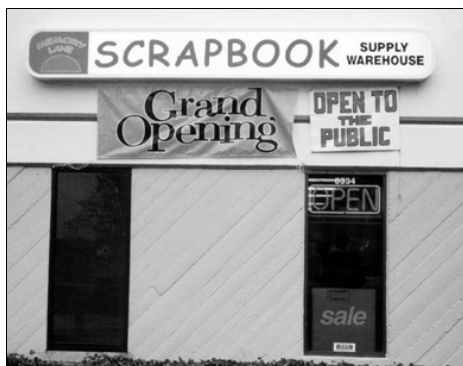


Trisha Perry, John Murray, and Lorrie Steed

vention Technology Inc., has operated in Parkside during the past 6 years. Prevention Technology provides civil demand services to retailers. Prevention Technology has moved to large office space behind Memory Lane Scrapbook Supply Warehouse, so both businesses can operate from the same location. Parkside Business Center remodeled the space to accommodate the needs of both businesses. The new retail operation occupies almost 1,000 square feet.

Lorrie says the store offers "no-frills warehouse pricing on a full range of supplies,

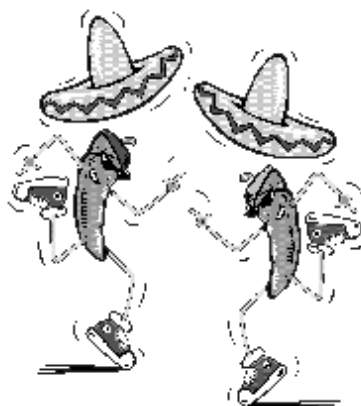
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Help Us Help You

You recently received Parkside's annual survey. We take your feedback very seriously, and will use the survey results to improve our management of the business park. Your "vote" is important because we look for a consensus of opinion on issues and items of particular interest to a majority of our tenants. Please take a few moments to complete the survey and return it to the management office.

BLOCK PARTY



"IT'S A FIESTA"

Friday July 27th, 2001

11:30 a.m. to 2:00 p.m.

- full taco bar
- music
- fun, fun, fun

see the enclosed flyer for details

The 5th Annual Parkside Block Party

Take a Short Trip to Memory Lane

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and training classes for anyone involved in scrapbooking. Memory Lane supplies paper, stickers, stamps, and all the items necessary



to complete any size scrapbook or stamping project. We have a section of the store set up to allow our customers a comfortable environment where they can work on their projects. Kids have their own play area they can use while moms work on

The first few months have been successful for the new business, thanks to the prime exposure offered by its location. Lorrie says most of the customers have discovered the store by driving by on Hall. The traffic light at Hall and Nimbus creates a captive audience; people can see the store's signage while stopped at a red light. John and Lorrie celebrated their grand opening April 21.

"We're looking forward to meeting more of our Parkside neighbors," John says. "Come over to visit, have a fresh cup of coffee, a fresh-baked cookie, and work on your projects during lunch hours and after work."

Park Parking

Parking is on a first come, first serve basis throughout the business park. We ask you to be courteous to your neighboring tenants. We all like to park close to our entrance, but



this isn't always possible. We ask all our tenants to have their employees park along the streets, Nimbus Avenue and Cirrus Drive, or in the back of your building (if applicable), in order to allow customers and clients to park in the parking lot. If your company periodically holds classes, sales meetings, etc., you must tell your students or employees to park on the street. We have *no* reserved parking spaces at Parkside Business Center. We appreciate your cooperation.

DSL at Parkside Business Center

We are currently trying to identify companies in Parkside Business Center that would like to have DSL installed. DSL (Digital Subscriber Line) is a method of high-speed Internet access. It allows you

telephone and access the Internet at the same time. Please contact a property manager in the management office at 503-643-7552 if you are interested.

Whoa!

Speeding has become a problem in Parkside Business Center. Please obey the speed limit on the streets and drive carefully through the parking lots. Oregon law requires a maximum speed limit of 20 MPH in business parks. Protect yourself and others, and prevent us from having to implement expensive solutions to the speeding problem.

NW Natural Gas



If you smell gas in your building, call NW Natural (503-226-4210), the gas company, immediately.

Then, contact the Management Office to inform us of the situation. Calling us first will only delay the response from NW Natural. Thanks for your cooperation.

Save Water

The management office would like to help solve Oregon's water shortage problem. We ask you, our tenant, to conserve as much water as possible. If you have a leaky faucet or can't stop the water from running in your toilet, please call the management office, we will repair the problem and save water.

Vehicle washing is not allowed in the business park unless you hire an independent washing company that provides their own water. If you have a vehicle washed, it must be done behind your building. A vehicle may not be washed in front of any building at Parkside Business Center. Any tenant abusing this water service policy will be charged for unauthorized usage.

Contact John Henshell, *In the Park* editor, at henshell@spiritone.com or 503-646-3397 for information about advertising rates or coverage of your business's

Trash Talk

Garbage service at Parkside Business Center is exclusively provided for trash generated on-site by our tenants. The management office has been receiving complaints about tenants who are abusing this privilege. Abuse of our garbage service policy could result in a charge of \$500.00 per occurrence for removal of excess trash.

If you have more trash and garbage than will fit in a dumpster, you must retain it *inside* your leased space until the dumpster has room for it, or make private arrangements with Beaverton Sanitary to



Break-down boxes, then put them in the

have them remove it. Remember that you may not “store” trash outside your space, on the grounds, or behind buildings.

All cardboard boxes and packaging materials must be broken down and flattened, then placed neatly in a paper-recycling bin. The sanitary service requires this procedure, and it maximizes space in the bin.

Please ask your employees to throw

their garbage in the proper receptacles. The management office staff has observed burger wrappers and pop containers being thrown on the ground. Littering is a crime, but more importantly to you, it detracts from the professional business image most of our tenants need to maintain, attracts vermin, and adds to our costs (which are ultimately your costs) to maintain the park. We work hard to keep the park attractive, but our success requires the cooperation of everyone who uses the park.

Dangers of Strangers



Security is important to all of us. Please instruct your employees to ask for proper identification when allowing vendors or contractors to come into your space to do work. If you are uncomfortable or unsure about anyone seeking access to your premises, do not allow the person into your workplace. If it is a vendor the management office has sent, call us for verification.

Your New Neighbors

Welcome to these new tenants at Parkside Business Center:

- Dimensional Products Corporation Bldg. 31
- Elite Athlete Training Center Bldg. 06
- The Massart Company dba Mason-Oregon Bldg. 15
- Northwest Advocacy Bldg. 23
- Universal Enterprises, Inc., dba UEI Bldg. 07
- United Radio dba Bluestar Courtyard Suite 145
- Intrinsic Corporation Courtyard Suite 140

Prepare for an Earthquake

We were lucky in Beaverton: the 6.8 earthquake centered 10 miles northeast of Olympia, Washington, on February 28 just caused us to experience a little rocking and rolling. Do you know what to do if you are closer to the epicenter or the next earthquake is stronger? Some of the answers can be found on pages 27-31 of your Tenant Handbook.

Let the scare we had serve as a reminder to prepare an earthquake plan for your office. The Tenant Handbook covers survival items and other emergency supplies to have on hand, what to do immediately after the earthquake, and how to help injured people. Having a plan before an earthquake strikes can help to save lives.



The earthquake damaged the Washington Federal Savings building in downtown Olympia

Meet Jack-of-all-Trades, Jim Hernandez

When you call the Parkside management office for repair or maintenance service, we will usually send Jim Hernandez to your workplace. Jim is skilled in many areas of property maintenance. He takes care of the grounds; basic plumbing repairs, such as leaky faucets and improperly operating toilets; basic electrical work, such as replacing light bulbs and ballasts; and fixing walls. You'll also see him cleaning vacant workplaces and making sure they are up to RREEF standards. If your problem requires a specialist, such as a plumber or electrician, Jim will diagnose the problem and make sure it gets fixed.

Jim is an employee of Millennium Building Services, Parkside Business Center's maintenance contractor, but he works full time in the park.

Jim has a broad background in a variety of skilled trades. The Wyoming native served in the military from 1968-1974. His experience includes operating a crane, con-



Jim Hernandez replacing numbers on Building 32

struction and remodeling work, and upholstering. "I've done a little bit of everything," Jim says.

Jim and his wife live in Portland's St. Johns area. In his spare time, Jim enjoys fishing, playing softball and volleyball, and spending time with his grandchildren.

Jim began working as the maintenance technician at Parkside in May. "I enjoy working here," Jim says; "I get to meet a lot of people." He's one of the people Parkside puts to work to help you.

Westside U-Brew, 8260 SW Nimbus Ave., Bldg 3, sponsors periodic free beer tasting events. Check their Web site, www.westsideubrew.com, or call 503-644-8278 for more information.

PARKSIDE
BUSINESS CENTER
Landscaped 52-Acre Campus Setting
8275 SW Citrus Drive
Beaverton, OR 97008

In the Park