



City of Tualatin

www.ci.tualatin.or.us

UNOFFICIAL

CORE AREA PARKING DISTRICT

MINUTES July 20, 2016

CAPD MEMBERS PRESENT:

Gary Haberman
Diana Emami
William Jordan
Aaron Welk
John Howorth

STAFF PRESENT:

Clay Reynolds
Stacy Zabransky

TPAC MEMBERS ABSENT: Ryan Miller, Aaron Welk and Monique Beikman

GUESTS: None

1. **CALL TO ORDER:**

Chair Jordan called the meeting to order at 12:00 pm.

2. **ROLL CALL:**

Roll call was taken.

3. **APPROVAL OF MINUTES:**

MOTION by Welk and SECONDED by Howorth to approve the March 7, 2016 and April 20, 2016 minutes. MOTION PASSED 5-0

4. **ANNOUNCEMENTS:**

None

5. **REGULAR BUSINESS:**

5.1 May Parking Survey Results

Mr. Reynolds provided the board members with a handout. The highlights from the May 2016 survey indicates the use of the Blue Lot was down by 50% from last year, but it is increasing. The Red Lot in comparison to the Blue Lot during noon time is down, but the noon time parking in the Blue Lot is up. The Green Lot has increased, but is still significantly down from a year ago and even lower from last September. The White Lot has decreased in usage and could be attributed in part to the change of the long-term to short-term parking. The Yellow Lot usage is exactly where it was last year and the year prior. The City will continue to monitor the parking lots.

5.2 ADA Compliance Consultant Update

The draft from OTAK regarding the ADA compliance issues and fixes were not very thorough and we requested they go back and review additional options. Once

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

completed, Mr. Reynolds indicated we would compile information and review the parking lots that have yet to be striped.

5.3 Budget Review

It looks as if we have spent about 75% of the 2015/16 budget at this point, however not all the reimbursement checks for LED lighting have been received, and we haven't paid anything at this point to OTAK for the ADA compliance study. Once the budget from last year is balanced, Mr. Reynolds will send the budget information out with the OTAK information.

6. OTHER:

Email the notice for the parking change to businesses.

When a building is having work done requiring staging areas there is no mechanism in place to get the information/Core Area lots liability issues on using spaces. However, permit processing is a possibility. Mr. Reynolds asked what the members thought, stating that the permit process through the Building Department should be part of the staging plan and notification process. Mr. Reynolds explained what the liability issues are. Mr. Howorth asked who owned the Core Area Parking, Mr. Reynolds answered he thought the Tualatin Development Commission owned it, but would need to confirm that information. Discussions continued about who was liable. Mr. Haberman explained who owned what portions of his business. Ms. Emami suggested it be part of the building permit explaining that Portland and ODOT use a blanket staging permit for three years for a designated staging area for each business. Mr. Howorth made some suggestions such as it being part of the building permit within the building department and keeping it simple. It is anticipated that there will be more to discuss.

Mr. Reynolds brought up exploring electronic notification to surrounding businesses regarding information and if anyone has suggestions or concerns. Generally, everyone thought it was a good idea. Different examples were discussed.

Maintenance has stepped up and has done a lot of clean up of trash that needed to be picked up. Has anyone noticed any other problems? None were indicated other than the homeless. Mr. Jordan brought up that they are sleeping in entryways. Mr. Welk questioned the transient problems that have been occurring in the parking lots. He would like to know if someone is patrolling those areas. If you or someone you know are in need of help, please continue to call the non-emergency police dispatch number.

No smoking ban was briefly discussed and a question about smoking in the Blue Lot was raised.

7. ADJOURNMENT

MOTION by Howorth SECONDED by Welk to adjourn the meeting at 12:35 pm.
MOTION PASSED 5-0

_____ Stacy Zabransky, Office Coordinator