



# City of Tualatin

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UNOFFICIAL

## CORE ARE PARKING DISTRICT

MINUTES January 17, 2018

### MEMBERS PRESENT:

Gary Haberman  
William Jordan  
Robert Kellogg  
Heidi Kindle  
Aaron Welk

### STAFF PRESENT:

Clay Reynolds  
Kathy Kaatz

### MEMBERS ABSENT:

Diana Emami  
Ryan Miller

**GUESTS:** None

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#### 1. CALL TO ORDER:

Chair Jordan called the meeting to order at 12:06 pm.

#### 2. ROLL CALL:

Roll call was taken noting that Ms.Emami and Mr. Miller were absent.

#### 3. APPROVAL OF MINUTES:

MOTION by Welk, SECOND by Heidi Kindle, to approve the minutes of the November 14, 2017, meeting. MOTION CARRIED unanimously.

#### 4. ANNOUNCEMENTS:

None

#### 5. REGULAR BUSINESS:

5.1 Review Final Budget Proposal

Mr. Reynolds began the discussion regarding the upcoming 2018/19 budget year. A display of the 2018/19 budget projections was presented and also the current adopted budget with actual expenditures. It was noted that for the most part, the expenditures will remain fairly static.

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.

Mr. Reynolds did state that he wanted to bring up some additional signage costs for the current budget year which will also include some ADA signage. He also brought up the street grates which have not been done to date and not sure those will be done as of yet or whether we will push it out for next year.

Mr. Reynolds pointed out the slurry seal costs that were completed had been combined with other City projects for better pricing and the budget reflects those additional savings.

Mr. Reynolds stated that the current budget contains the funding to complete ADA compliance requirements for the White Lot. Although these costs also include the Red Lot, we will be doing the White Lot and switching out the Red Lot for the Blue Lot due to higher usage and will be the next priority for ADA Compliance. For the upcoming budget year there are no capital projects identified. Mr. Reynolds stated that there are 3 reasons for the higher budget projections appearing each year, we don't typically always spend the whole amount budgeted, at times we are able to cut or save costs by combining projects and thirdly, we can always choose what projects we complete and when.

A discussed pursued whether or not the mild winter affects expenditures? Mr. Reynolds stated that they would normally not be visible since the costs for the transfers are completed based upon an average of the hours spent. If we have a bad winter and have more clean-up costs (sweeping costs, etc.) rates don't fluctuate. Mr. Welk questioned whether the rumor that Boones Ferry Road was going to have extensive paving done in the near future and wondered if that was another opportunity for combining projects since that be going right by the Blue Lot? Mr. Reynolds said he was unsure of the timing of that project. He also stated that there are some property issues that will need to be resolved for those lot improvements.

Bill Jordan questioned whether or not there have been complaint letters regarding ADA issues? Mr. Reynolds said that there have not been written complaints, but verbal. Mr. Reynolds continued that the Green Lot and the Red Lot have very little ADA usage.

## **5.2 Review Businesses Letter and Informational Process**

Draft letter for Core Area businesses was distributed for Board Members review and ask that they provide comments back to us. The City Manager prefers that the letter be distributed after budget meetings. It was also noted that the annual visits with business owners in the Core Area are completed typically in May and will time the letter mailing around the visits which will allow for more communication with the business owners regarding the increase. City budgets are adopted generally in May and effective as of July 1, with the proposed tax increase effective then also.

### 5.3 ADA – White Lot Project Review

Discussed current status of the White Lot project. Map of the White Lot was displayed and the discussed the placement of existing handicapped parking stalls and the new alignment of spaces. This will not change the amount of spaces available, just the configuration. There are also some sidewalks that are heaving and need attention, which can go ahead and be done now. Gary Haberman questioned whether not some of the trees that are causing the issues could be replaced with smaller more appropriate trees with Mr. Reynolds stating that the best options will be reviewed. He continued to say that he is waiting on additional quotes and the target is to complete in the spring.

It was also noted that the ADA sign requirements are at different heights so signage will need to be changed. It was also noted that there have been a few near misses with people backing out of spots from the angled parking onto Seneca Street and perhaps need more speed bumps? It was also noted that there have been talk of restaurants needing more short term parking for “grab and go” customers.

### 6. OTHER:

Mr. Reynolds noted that due to recent changes with the Oregon Department of Fish and Wildlife, there is a moratorium on trapping and relocating beavers or touching their dams, which might have a future impact on how we deal with beaver dams.

Mr. Jordan discussed the area where customers park for the psychology services building, and are walking up the bank to access the area and have fallen. He questioned whose problem this area would be and what can be done? Mr. Reynolds stated that he would check with the City Attorney and then make recommendations on how to proceed. Mr. Reynolds stated that he would bring back information to the next meeting.

### 7. ADJOURNMENT

MOTION by Aaron Welk and SECONDED by Heidi Kindle to adjourn the meeting at 12:41 pm. MOTION PASSED 5-0.

Submitted by:  
Kathy Kaatz, Meeting Recorder