



# City of Tualatin

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**Unofficial Draft**

## **CORE AREA PARKING DISTRICT**

**MINUTES September 22, 2025**

### **MEMBERS PRESENT:**

Aaron Welk, Chair  
Heidi Kindle  
Amy Trevor  
Gary Haberman

### **STAFF PRESENT:**

Bryce McKenna (Facilities)  
William Sullivan (Finance)

### **MEMBERS ABSENT:**

Maria Reyes, Primary Council Representative  
Taylor Sarman  
Heather Weber

**GUESTS:** Ken Froescher (Tualatin Police Dept.), Sidaro Sin (Tualatin Community Development)

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#### **1. Call to Order**

Meeting called to order by Chair Welk at 12:02 pm

#### **2. Roll Call**

Roll call taken with Maria Reyes, Taylor Sarman, and Heather Weber absent, all participants in attendance in person

#### **3. Approval of Minutes – April 22, 2025**

April 22, 2025 minutes approved by a vote of Four to Zero

#### **4. Introductions**

All attendees introduced themselves including guests Ken Froescher and Sidaro Sin.

#### **5. Upcoming Maintenance Projects**

- a. Bryce McKenna provided a summary of parking lot maintenance happening in FY 2026 including the new 20-minute signs for White Lot Seneca Street, other sign replacements, and only essential restriping due to upcoming pavement work happening in early FY 2027.

**6. Parking Enforcement**

Ken Froescher answered questions about parking enforcement and explained some of the challenges and limitations he faces including insufficient sign visibility, his position being complaint-driven, and no current dedicated resource within the city for regular parking enforcement.

**7. Discussion on Parking Lot Utilization**

Bryce McKenna discussed lot utilization indicating no major changes to parking space availability. The lots that get closest to being full continue to be the Blue, White, and Yellow lots, but space availability remains even during peak times. Board members agreed that utilization monitoring could continue to be informal as the Tualatin Facilities team checks on the lots weekly.

**8. Downtown Planning**

Guest Sidaro Sin provided a presentation on efforts related to long-term planning and revitalization of the Tualatin downtown core area. There are not yet any firm plans for major projects that would significantly impact core area parking. Potential impacts will be presented at future meetings as needed.

**9. Other Business**

None

**10. Adjournment**

Chair Welk called for a vote to adjourn the meeting at 1:04 pm which passed unanimously (4 to 0).

# Attachment A

## Core Area Parking District Fund and Budget

### Fund Summary

	FY 2024 Actual	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Beginning Balance	\$ 268,890.00	\$ 298,358.11	\$ 292,361.11	\$ 306,719.61
44502 Tax	\$ 84,036.00	\$ 85,000.00	\$ 89,250.00	\$ 93,712.50
46101 Interest Revenue	\$ 11,144.62	\$ 11,000.00	\$ 9,000.00	\$ 9,000.00
Expenditures	\$ (65,712.62)	\$ (101,997.00)	\$ (83,891.50)	\$ (190,905.00)
Ending Balance or Projected EB	\$ 298,358.11	\$ 292,361.11	\$ 306,719.61	\$ 218,527.11
220-00-00-40100	\$ 45,500.00			
<i>In reserve for future lot construction</i>				

### Fiscal Year 2026 and 2027 Major Projects

220-00-00-57009: CIP Projects	FY 2026 Planned	FY 2027 Planned
White Lot Crack / Slurry Seal	\$ -	\$ 37,000.00
Blue Lot Lot Crack / Slurry Seal	\$ -	\$ 22,700.00
Green Lot Crack / Slurry Seal	\$ -	\$ 26,000.00
Yellow Lot Lot Crack / Slurry Seal	\$ -	\$ 9,300.00
Red Lot Lot Crack / Slurry Seal	\$ -	\$ 7,300.00
White Lot Overlay/Repaving	\$ -	\$ -
Blue Lot Overlay/Repaving	\$ -	\$ -
Green Lot Overlay/Repaving	\$ -	\$ -
Yellow Lot Overlay/Repaving	\$ -	\$ -
Red Lot Overlay/Repaving	\$ -	\$ -
Hanegan's Lot Construction	\$ -	\$ -

Lighting Replacements	\$ -	\$ -
Sidewalk Repairs/Tree Removals	\$ -	\$ -
Other	\$ -	\$ -
<b>Totals</b>	<b>\$ -</b>	<b>\$ 102,300.00</b>

### **Expenditures**

Description	2024 Actual	2025 Adopted	2025 Projected	2026 Proposed
Printing & Postage	\$ -	\$ 100.00	\$ -	\$ 100.00
Botanical & Chem Supplies	\$ -	\$ 1,100.00	\$ -	\$ 1,150.00
Consultants	\$ -	\$ 1,100.00	\$ -	\$ 1,100.00
Utilities - Parking Lots	\$ 11,530.62	\$ 13,800.00	\$ 13,988.00	\$ 14,700.00
Administration Expense	\$ 181.22	\$ 300.00	\$ 305.00	\$ 325.00
Signage	\$ -	\$ 400.00	\$ 400.00	\$ 400.00
Street/Parking Lot Lights	\$ 254.89	\$ 600.00	\$ 600.00	\$ 600.00
Grounds & Landscaping	\$ 7,857.31	\$ 11,365.00	\$ 11,000.00	\$ 6,950.00
Parking Lot Striping	\$ 4,782.58	\$ 4,300.00	\$ 4,300.00	\$ 4,400.00
Parking Lot Sweeping	\$ 3,746.00	\$ 2,550.00	\$ 3,960.00	\$ 4,300.00
R & M - Parking Lots	\$ -	\$ 7,900.00	\$ 2,500.00	\$ 5,000.00
R & M - Equipment	\$ -	\$ -	\$ -	\$ -
Transfers - General Fund	\$ 37,360.00	\$ 42,730.00	\$ 42,730.00	\$ 44,866.50
CIP Projects	\$ -	\$ 135,000.00	\$ 22,214.00	\$ -
<b>Totals</b>	<b>\$ 65,712.62</b>	<b>\$ 221,245.00</b>	<b>\$ 101,997.00</b>	<b>\$ 83,891.50</b>

Description	2027 Estimated	2028 Estimated	2029 Estimated	Notes
Printing & Postage	\$ 100.00	\$ 100.00	\$ 100.00	
Botanical & Chem Supplies	\$ 1,200.00	\$ 1,250.00	\$ 1,300.00	+3% increase FY25/26
Consultants	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
Utilities - Parking Lots	\$ 15,540.00	\$ 16,000.00	\$ 16,500.00	PGE +6.7% CY 2025, Water +6.4%
Administration Expense	\$ 350.00	\$ 350.00	\$ 375.00	
Signage	\$ 400.00	\$ 400.00	\$ 400.00	
Street/Parking Lot Lights	\$ 600.00	\$ 600.00	\$ 600.00	
Grounds & Landscaping	\$ 8,400.00	\$ 8,650.00	\$ 8,875.00	2.5% rate increase
Parking Lot Striping	\$ 6,100.00	\$ 4,500.00	\$ 4,700.00	Complete Restripe in FY 2027
Parking Lot Sweeping	\$ 4,515.00	\$ 4,750.00	\$ 5,000.00	5% rate increase FY25/26
R & M - Parking Lots	\$ 5,300.00	\$ 5,600.00	\$ 5,900.00	Reduction
R & M - Equipment	\$ -	\$ -	\$ -	
Transfers - General Fund	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	
CIP Projects	\$ 102,300.00		\$ 65,000.00	Slurry and Crack Seal 7/2026
<b>Totals</b>	<b>\$ 190,905.00</b>	<b>\$ 88,300.00</b>	<b>\$ 154,850.00</b>	

## Attachment B

### Blue Lot Floodway/Floodplain



## **Attachment C**

**White Lot Seneca Street Parking Spaces**

