



# City of Tualatin

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## **AGENDA**

### **CORE AREA PARKING DISTRICT BOARD**

**Tuesday, April 22, 2025  
12:00 pm – 1:00 pm**

**Tualatin City Offices – Cascara Conference Room  
18880 SW Martinazzi Avenue (east side city office entrance)**

**Virtual via MS Teams:  
Microsoft Teams [Need help?](#)  
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Meeting ID: 275 091 111 357  
Passcode: 28U93Lo7**

- 1.** Call to Order
- 2.** Roll Call
- 3.** Approval of Minutes – January 21, 2025
- 4.** Announcements
  - 4.1** Introductions – William Sullivan, Tualatin Management Analyst in Finance
- 5.** CAPB Fund Status, Budget, Planned Expenditures, and FY 2026 Tax Rate (Attachment A)
- 6.** Discussion on overnight parking in lots
- 7.** Discussion on the future of the Blue Lot given floodway/floodplain issues (Attachment B)
- 8.** White Lot Seneca Street Parking Spaces (Attachment C)
- 9.** Future of the Core Area Parking District Board Discussion
- 10.** Other Business
- 11.** Adjournment

# Attachment A

## Core Area Parking District Fund and Budget

### Fund Summary

|                                               | FY 2024<br>Actual | FY 2025<br>Projected | FY 2026<br>Projected | FY 2027<br>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 | \$<br>-         | \$<br>-              |
| Other                          | \$<br>-         | \$<br>-              |
| <b>Totals</b>                  | <b>\$<br/>-</b> | <b>\$ 102,300.00</b> |

## **Expenditures**

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

| Description | 2027<br>Estimated | 2028<br>Estimated | 2029<br>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**

