



## **Meeting Minutes**

**December 19, 2024 | Regular Meeting**

Troutdale Police Community Center – Kellogg Room  
234 SW Kendall Ct, Troutdale, OR 97060

- 1. Committee and Staff Present:** Vice Chair Allen, members Andrews, Staffenson, Prickett, Castillo-White and Rizzo. Chair Leamy resigned as he was elected to Council, members Hill, Koester and Knight were excused absences. Staff: ComDev Director, Erika Palmer and Economic Development Coordinator, Marlee Boxler.
- 2. Election of Chair/Vice Chair -** Castillo-White motioned to nominate Andrews for Chair. Staffenson seconded it. Prickett motioned for Staffenson as Vice and Andrews seconded it. Both positions were filled by the respective nominees.
- 3. Adoption of Oct 17, 2024, Meeting Minutes** were approved as amended. Feedback from Paul Wilcox as read by Allen pg 1, “cite” misspelled. Pg 2 “pickle ball” is one word. Prickett was present at the meeting, minutes need updated.
- 4. Public Comment on Non-Agenda items - None**
- 5. Presentation – Sandy River Shuttle and Downtown Parking Study**

Downtown Parking Study Presentation – Staff provided a high-level overview of the Sandy River Shuttle and Downtown Parking Study. Kittelson & Associates is a consulting firm hired to help with this work, and the city assembled a Technical Advisory Committee (TAC) of many stakeholders to review and comment on the work being produced.

The city is funding the Downtown “Parking” Study. The two projects run simultaneously because they overlap and dovetail each other. Both studies started in Spring 2024 and will wrap up in April 2025. What has been completed thus far with the feasibility shuttle study is a background review and an analysis of existing conditions and opportunities. The on and off-street “parking” study was conducted this past July. There are 276 on-street parking stalls in the downtown area, and 1/3 of the stall have a time limit, while 2/3

have no time limits or other restrictions. There are 395 off-street parking stalls, which have no time limits or restrictions.

A few constraints to parking downtown are the topography and parking signage that can lead to confusion. The estimate future parking demand will likely exceed our capacity as development and redevelopment occurs in downtown.

Forward Together was a TriMet initiative to help bridge the gap to better jobs (centers) for underserved communities but they felt the ridership numbers didn't warrant continuation. However, the city will continue to advocate for bus service into the downtown and Glenn Otto areas. There had been conversations about setting up our own transit service, but Troutdale is within the TriMet service boundaries, and the city does not want to duplicate services. Right now, TriMet bus line 77 is being studied for a more frequent service schedule. TriMet does have a board that can be contacted for further discussion.

The city will continue monitoring the parking downtown and any potential for additional parking facilities. In early winter, a parking management memo will be sent to the Technical Advisory Committee (TAC), outlining a menu of parking management options the city could consider implementing. More information can be found online [Sandy River Transit Feasibility Study & Downtown Parking Study | Troutdale OR](#)

## 6. Presentation – Urban Renewal Area Refresher

Marlee recently met with the Urban Renewal Area (URA) team and gave them an update on TCAB's Request for Qualifications (RFQ) work for site development at the confluence. Marlee will continue to bring educational resources to City Council on this project. There are new members who may not know the background to understand where we are in the project.

## 7. Communication

- a. Staff – Windy Wonderland was at the beginning of the month. Merry Movie Night is this weekend. Next are the First Friday events this summer. Does staff know about the Jan 17 East Metro Region Housing Conference at Mt Hood CC? This is a diverse discussion about expansion/urban growth. Director Palmer will reach out to City Manager, Ray Young.
- b. Board – A lot of thanks and appreciation among committee. Troutdale fish should have a lit-up red nose during Christmas season.

## Exhibit A:

1. Documents Referred to During Meeting
    - a. Troutdale Transit Feasibility and Parking Study
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- b. The Confluence at Troutdale
- c. Elaine Howard Consulting Urban Renewal Video ([Urban Renewal 101](#))