



Meeting Minutes

November 6, 2024 | Regular Meeting

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

1. **Committee and Staff Present:** Vice Chair Barney, Committee Castillo-White, Chair Harrington, Committee Knight, Koester, Staffenson, Stevens, and Sunderland. Committee member Rizzo was excused. Both Minkoff and Terrell (were not excused), Staff present Erika Palmer, Community Development Director; Dakota Meyer, Associate Planner; Marlee Boxler, Economic Development Coordinator.

2. **Public Comment on Non-Agenda items**

Taney Staffenson, Chair of Planning Commission shared that PC was not trying to circumvent CAC's participation in the omnibus development code assignment. The commission had a deadline to meet to prepare it for City Council.

3. **Special Guests Erika Palmer and Marlee Boxler**

a. City has been undertaking a Sandy River Shuttle Feasibility Study funded by a Travel Oregon grant. The Downtown Parking Study is funded through the City. Both studies started in Spring 2024 and will wrap up in Spring 2025. What has been completed thus far is a background review and an analysis of existing conditions and opportunities.

Next steps are the Technical Advisory Committee (TAC) will meet in February to draft parking policies and strategies as well as draft shuttle alternatives.

CAC may need to give input on the Transportation or the Land Use Development Plans if the City needs to change policy because of these studies.

4. **Review and Approve Prior Meeting**

a. September 4, 2024 – Vice chair mentioned typo on committee member name top of document. Motion: Chair Harrington moved to adopt the

September 4 minutes; Committee Member Koester seconded. Motion Passed 8:00

5. Discussion Items

a. Time Keeping and Topics – Committee Member Sunderland proposes we budget time appropriately. Chair will monitor and redirect team if getting off topic. We need a “parking lot” for things that come up and we should re-visit those items once the agenda is complete. Add parking lot as a set aside time in every agenda. There should be a time duration to spend on each agenda topic, also.

b. Action Items -

6. Communication

a. Staff – Omnibus going to City Council next week. Then the first week in December council will adopt the changes. It’s normal for cities to review their codes every few years. Halstead project will continue for a second time. There is a current application for AT&T for a cell tower on the water tower. Two extensions were requested for applications submitted a couple of years ago.

b. Commissioner - Koester shared that the Ray Young meeting was well received. Want to get everyone’s feedback for a presentation before City Council. This may be on the agenda next month. Stevens suggested discussing the Parking study, IGA for 257th and direct outreach to HOAs as agenda items. Sunderland reached out to council about a ped crossing near Wayfinder. They are aware and concerned of the situation.

7. Adjournment was at: 8:36 PM

Exhibit A:

1. Documents Referred to or Shared During Meeting

- a. Troutdale Transit Feasibility and Parking Study Presentation
- b. CAC Meeting Structure Presentation
- c. City of Troutdale CAC Charter Document