

 **Metro** | *Meeting Summary*

TOD Steering Committee  
Thursday, January 13, 2011  
10:00 a.m. to 11:30 p.m.  
Metro Regional Center, Room 401

Attendees:

**COMMITTEE MEMBERS**

Mark Ellsworth, Chair	Oregon Governor's Office
Vince Chiotti	Oregon Housing & Community Services
Jillian Detweiler	TriMet
Justin Douglas	PDC
Dave Kunz	DEQ
Councilor Robert Liberty	Metro
Lainie Smith	ODOT

**STEERING COMMITTEE MEMBERS NOT IN ATTENDANCE**

Byron Estes	PDC
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**COMMITTEE STAFF**

Megan Gibb	Metro
Lisa Miles	Metro
Joel Morton	Metro
Meganne Steele	Metro
Chris Yake	Metro

## **I. CALL TO ORDER, WELCOME AND INTRODUCTIONS, APPROVAL OF MEETING MINUTES NOVEMBER 3, 2010**

Chair Ellsworth declared a quorum and called the meeting to order at 10:10 a.m. He asked if there were any changes to the meeting minutes from November 3, 2010. Councilor Liberty requested that, "Acting Chair" replace "Chair" in the minutes.

**Action Taken:** Chair Ellsworth asked if there were a motion to approve the meeting minutes with the changes as stated. Council Liberty motioned to approve. Ms. Detweiler seconded the motion. The Committee approved the meeting minutes with the changes as stated. Chair Ellsworth, currently in transition while the Oregon Governor's Office finalizes 2011 administration, abstained from approving all action items.

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### **EXECUTIVE SESSION HELD PURSUANT TO ORS192.660(2)(e), DELIBERATIONS WITH PERSONS DESIGNATED TO NEGOTIATE REAL PROPERTY TRANSACTIONS**

Chair Ellsworth declared an Executive Session at 10:15 a.m., pursuant to ORS192.660(2)(e), for the purpose of deliberating with persons authorized to negotiate real property transactions to discuss the following project authorization: 85 Causey TOD project and authorization to enter into an Exclusive Negotiation Agreement for the Wells Fargo property located in downtown Hillsboro.

**Members present:** Vince Chiotti, Councilor Carlotta Collette, Jillian Detweiler, Justin Douglas, Chair Mark Ellsworth, Dave Kunz, Councilor Robert Liberty and Lainie Smith

**Staff present:** Megan Gibb, Lisa Miles, and Meganne Steele, Nikolai Ursin, Chris Yake

*Time session began: 10:15 a.m.*

*Time session ended: 11:02 a.m.*

*Please note: only committee members and staff may review the separate, confidential Executive Session meeting summary.*

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## **II. 85 CAUSEY - TOD PROJECT**

Chair Ellsworth asked the Committee for a motion to approve funding in the amount of \$60,000 for the 85 Causey TOD project with the following conditions:

1. 4 story building height;
2. Forty-one apartment units;
3. Community garden areas;
4. Secure bike parking; and
5. Ground floor offices and shared community space.

**Action Taken:** Ms. Detweiler motioned to approve the recommendation with the conditions presented. Ms. Smith seconded the motion. The motion passed unanimously with Chair Ellsworth abstaining.

## **III. AUTHORIZATION TO ENTER INTO AN EXCLUSIVE NEGOTIATION AGREEMENT FOR THE WELLS FARGO PROPERTY LO IN DOWNTOWN HILLSBORO**

Chair Ellsworth asked the Committee for a motion to approve the selection of Tokola Properties to develop the 4<sup>th</sup> and Main site in downtown Hillsboro, and authorize Metro's Chief Operating Office to enter into an Exclusive Negotiating Agreement with Tokola Properties and the City of Hillsboro. The agreement is currently being drafted and is subject to Metro attorney review.

**Action Taken:** Ms. Smith motioned to approve the recommendation. Mr. Chiotti seconded the motion. Councilor Liberty requested language that reflects a recommendation of approval of the process for the selection of Tokola properties. Chair Ellsworth and Ms. Detweiler abstained. The motioned carried.

#### **IV. OTHER BUSINESS**

**Steering committee changes** – Ms. Gibb presented Council Liberty with a certificate of appreciation for his work as a member of the Committee. Councilor Liberty has taken a new position with the Sustainable Communities Institute at the University of Oregon.

**Strategic Plan update** – On January 26, 2011 there will be an open house with Dena Belzer from the Center for Transit Oriented Development and Strategic Economics, who will present key recommendations for the TOD Strategic Plan typology.

**Budget update** – Ms. Steel provided information on the TOD budget. She stated that staff had taken in revenue in 2010 from the sale of Business Energy Tax Credits (BETC) to repay the Metropolitan Transportation Improvement Program (MTIP) loan that covered prior green investments for the Rocket and Beranger TOD project; for a total of \$133,654. Funds available for future green building are \$76,721.

Funds available for use for unallocated TOD projects, minus \$60,000 for the 85 Causey project leaves the TOD Program with \$1.7 million unallocated for the current budget year, \$210,375 for BETC funds, for a total of \$3.15 million overall. Finally, Ms. Gibb pointed out that the development market was starting to pick up some.

The Committee asked if staff would review funds and projects if the level of demand increased. Ms. Gibb stated that staff would review levels of funding and projects depending on market demand and that the new TOD Strategic Plan would help filter incoming projects.

**Next meeting** –The next TOD Steering Committee meeting will be held February 10, 2011. Tom Brennan from Nelson Nygaard will be presenting information on the proposed updated model for calculating TOD project public benefits. Councilor Liberty suggested that staff also discuss the Development Opportunity Fund projects at the next meeting.

#### **V. ADJOURN**

Chair Ellsworth adjourned the meeting at 11:32 a.m.

*Meeting documents:*

Doc. Nbr.	Topic	Document Date	Description	Document Number
1	Agenda	011311	November 3, 2010 Meeting Agenda	Tsc011311_01
2	Document	011311	Meeting summary, November 3, 2010	Tsc011311_02
3	Document	011311	TOD projects staff report	Tsc011311_03
4	Document	011311	TOD budget status, January, 2011	Tsc011311_04
5	Presentation	011311	TOD projects presentation	Tsc011311_05

*Meeting summary respectfully submitted by,*



*Pamela Blackhorse*

*January 13, 2011*