



**TOD Steering Committee**

**Thursday, December 11, 2014**

10:00 a.m. – 11:00 a.m.

Metro Room 270

**Committee Members Present**

Mark Ellsworth, Chair

Vince Chiotti

Carlotta Collette

John Southgate

Jayne Blakesley

Derek Abe

Oregon Governor's Office

Oregon Housing and Community Services

Metro

John Southgate Consulting

TriMet

Alta Planning and Development

**Metro Staff and Guests**

Elissa Gertler

Megan Gibb

Joel Morton (on phone)

Meganne Steele

Jon Williams

Jodi Wacenske

Jessica Martin

Lisa Hunrichs

Mei Yong

Metro

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Metro

## **I. CALL TO ORDER, WELCOME AND INTRODUCTIONS, AND APPRECIATION**

Chair Mark Ellsworth called the meeting to order at 10:03a.m. Committee members and staff introduced themselves and noted their jurisdictional or agency affiliation.

Ms. Megan Gibb explained that the Metro COO recently completed the annual update to Committee appointments, as required by the TOD Work Plan. She expressed appreciation for the service of committee members Vince Chiotti and Justin Douglas, whose terms have ended. She welcomed Jayme Blakesley who is replacing Kathryn Krieger as the TriMet representative. She explained that Puja Bhutani, an urban planner and a private practice architect, will be joining the Committee at its next meeting. Mark Ellsworth had been reappointed to serve another term and will continue as Chair.

Councilor Carlotta Colette, Chair Ellsworth and Ms. Gibb thanked Mr. Chiotti for his years of service. Councilor Collette added that his dedication and continuity was very much appreciated and a major contributor to the program's success. Ms. Gibb presented him with a plaque. Mr. Chiotti expressed his appreciation for the opportunity and noted it was a pleasure to serve on the Committee.

## **II. APPROVAL OF MEETING MINUTES FOR October 9, 2014**

**Action Taken:** Chair Ellsworth called for a motion to approve the minutes from the October 9, 2014 meeting. Councilor Collette made a motion to approve; Mr. John Southgate seconded the motion. The motion was unanimously **approved**.

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## **EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660(1)(e), DELIBERATIONS WITH PERSONS DESIGNATED TO NEGOTIATE REAL PROPERTY TRANSACTIONS.**

Chair Ellsworth declared an Executive Session at 10:10a.m., pursuant to 192.660(1)(e), for the purpose of deliberating with persons authorized to negotiate real property transactions to discuss the following project authorization: property acquisition at 82<sup>nd</sup> and Division.

**Members present:** Vince Chiotti, Councilor Carlotta Collette, Chair Mark Ellsworth, John Southgate, Derek Abe, Jayme Blakesley

**Staff present:** Elissa Gertler, Megan Gibb, Joel Morton (on phone), Meganne Steele, Jon Williams, Jodi Wachenske, Jessica Martin, Lisa Hunrichs, Mei Yong

**Time executive session started:** 10:10a.m.

**Time executive session ended:** 10:55a.m.

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## **III. Action Item: Property Acquisition – 82<sup>nd</sup> and Division**

Chair Ellsworth asked the Committee for a motion to *authorize up to \$685,000 in TOD funding for acquisition of the property at 2517 SE 82<sup>nd</sup> Avenue.*

**Action Taken:** Mr. Southgate moved, seconded by Mr. Chiotti. All committee members were in favor and the motion **passed** unanimously.

## **V. STAFF UPDATES**

### **Budget**

Mr. Jonathan Williams provided a budget update and distributed a budget report for the period ending November 30, 2014.

Ms. Gibb distributed the 2014 Annual Report for the TOD Program.

## **VI. ADJOURN**

There being no further business, Chair Ellsworth adjourned the meeting at 11:01a.m.

Attachments to the Record:

Item	Topic	Document Date	Description	Document Number
1	Agenda	12/11/14	Agenda	121114tsc_01
2	Meeting Summary	10/09/14	TOD S.C. Meeting Summary, 09/11/14	121114tsc_02
3	Staff Report	12/11/14	TOD S.C. Staff Report – 2517 SE 82nd Ave	121114tsc_03
4	Budget Update	12/11/14	Draft financial report	121114tsc_04

*Meeting summary respectfully submitted by,*

*Mei Yong*

*Administrative Specialist*