

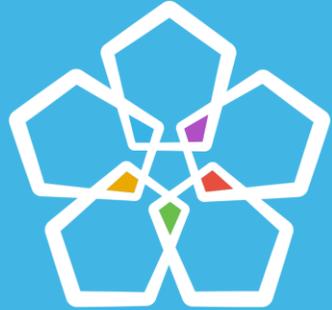
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Portland
Housing Bureau

SPACC TIF District

Community Leadership Committee Meeting
March 18, 2026



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Roll Call

What is your favorite way to eat potatoes?

Agenda

1. Welcome!
2. Roll Call
3. Administrative Items
4. **Term Lengths**  **CLC Decision Items**
5. **Co-chair term length and nominations**
6. BREAK
7. **Co-chair elections**  **CLC Decision Items**
8. **Public Meeting Recording Options**
9. Community Updates & Public Comment

Public Participation Guidelines

- CLC meetings are open to the public
- Public invited to comment at end of meeting
- Public asked to observe and listen
- Reserve discussion / questions / activity participation to members only

Provide Public Comment

- In- Person: Sign up via Public Comment sheet
- Online: Share your request in the comment

Guiding Agreements



- Show up and choose to be present
- Participate in an authentic and active way
- All ideas are valid
- Uphold commitments and come prepared
- Listen to understand
- Exercise consideration and respect in your speech and actions

Objectives

Decisions:

1. Meeting Recording
2. Term Lengths, co-chair term length, co-chair elections

CLC members will review data points of SPACC TIF District

Administrative Items



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Building an Equitable Economy

Recap from Last Meeting

Decisions made at 2/18 CLC meeting:

- Action Plan decision making based on Fist to Five, Consensus Minus Two
- Administrative decisions (minutes, co-chair selection, removals) made by simply majority
- 25% Unexcused Absence Removal using Administrative Process (Understanding that the CLC will revisit this requirement upon approving the Action Plan)

Confirm Meeting Minutes (Simple Majority)



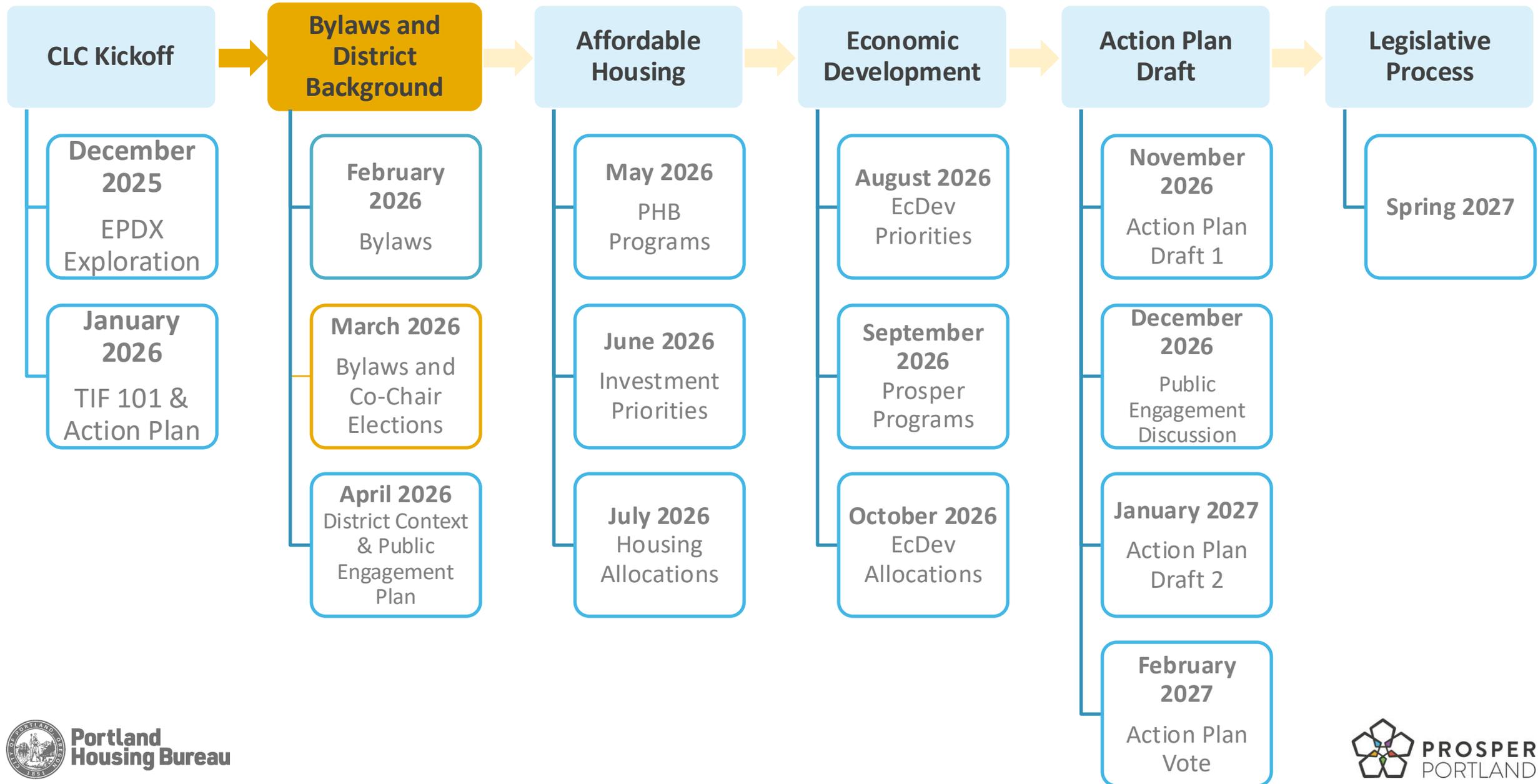
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Building an Equitable Economy

CLC Action Plan Roadmap

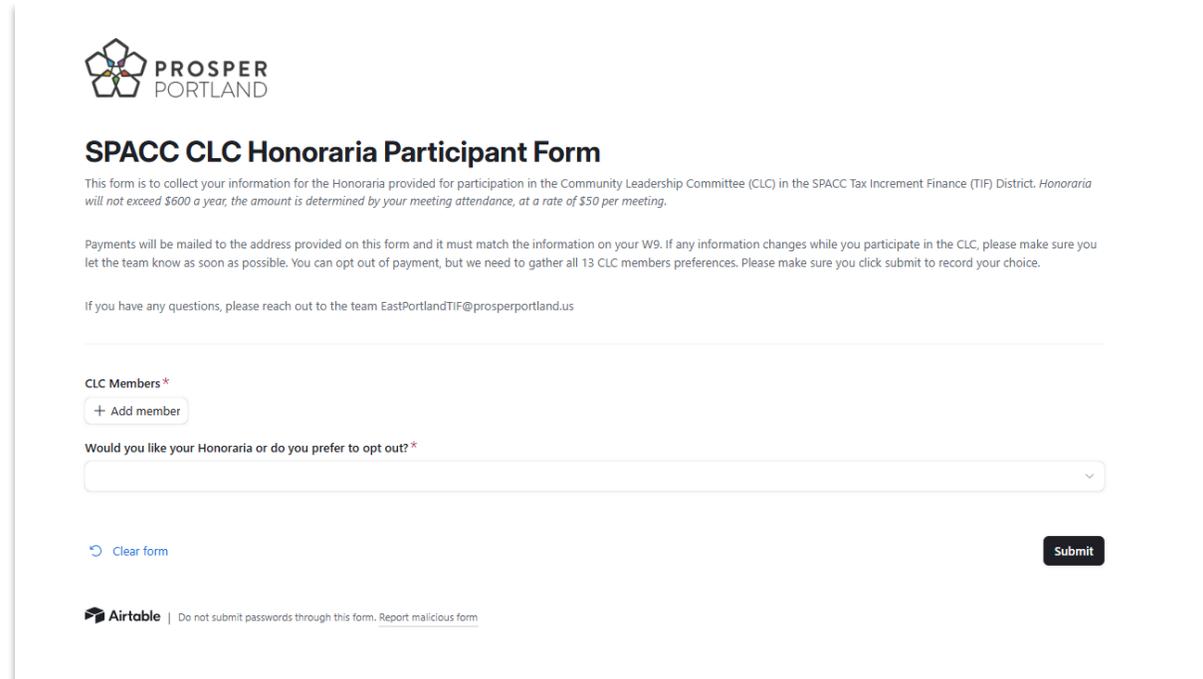


CLC Honoraria

- Managed by Prosper Portland
- Attendance Tracking
- Quarterly Stipend Payment Cadence

Step to Complete:

Follow [this link](#) to submit your information



The screenshot shows a web form titled "SPACC CLC Honoraria Participant Form" from Prosper Portland. The form includes a header with the Prosper Portland logo, a title, and introductory text explaining the purpose of the form. Below the text, there is a section for "CLC Members" with an "Add member" button. A dropdown menu is labeled "Would you like your Honoraria or do you prefer to opt out?". At the bottom, there is a "Clear form" link and a "Submit" button. The footer includes the Airtable logo and a disclaimer: "Do not submit passwords through this form. Report malicious form".

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SPACC CLC Honoraria Participant Form

This form is to collect your information for the Honoraria provided for participation in the Community Leadership Committee (CLC) in the SPACC Tax Increment Finance (TIF) District. *Honoraria will not exceed \$600 a year, the amount is determined by your meeting attendance, at a rate of \$50 per meeting.*

Payments will be mailed to the address provided on this form and it must match the information on your W9. If any information changes while you participate in the CLC, please make sure you let the team know as soon as possible. You can opt out of payment, but we need to gather all 13 CLC members preferences. Please make sure you click submit to record your choice.

If you have any questions, please reach out to the team EastPortlandTIF@prosperportland.us

CLC Members *

+ Add member

Would you like your Honoraria or do you prefer to opt out? *

[Clear form](#)

 Airtable | Do not submit passwords through this form. [Report malicious form](#)

Items of Interests & Updates

CLC Members



Community Liaison



Portland Housing Bureau & Prosper Portland



Bylaws and Co-chairs



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CLC Members Length of Terms CLC Decision Item

Determine length of terms *after inaugural appointments.*

Inaugural Appointments: 13 Seats

- 7 Seats for 3 years
- 6 Seats for 2 years

Max anyone can serve is 8 years;
could be less, could be # terms

Example:

- *Subsequent terms are three years*

Decision: How long should subsequent terms be?

Co-Chairs Length of Term

Does it run the same as term length or a set amount of time? 1 year? 2 years? Or?

Decision: How long should Co-Chairs terms be?

Co-Chairs Responsibilities



Regular check-ins with city staff from PHB and Prosper Portland, Community Liaison and Facilitator



Create sub-committees as needed with input from CLC members



Co-develop agendas with City staff and Community Liaison

Co-Chairs Selection Process



Nominate yourself or
someone else



Share why you are
nominating
that person



Voting after the break

Co-Chairs Nominations



Nominate yourself or
someone else

Break!





Co-Chairs Discussion & Voting

Public Meeting Recording Options



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Public Meeting Recording Options

Meeting Minutes (Written)

Benefits

- Ability to understand meeting content "at a glance"
- Decisions, votes, action items, and agreements clearly labelled and easy to locate
- Focuses on substantive meeting content by not including non-related side discussions

Challenges

- Can oversimplify or omit nuanced parts of the conversation
- More complicated to automate
- Takes more time to make available to the public because process requires staff review and CLC review and vote to become official

Public Meeting Recording Options

Digital Recording (either Audio only or Audio + Visual)

Benefits

- Captures nuance and tone
- Provides a complete, unfiltered history
- Supports precise transcription
- Greater accountability for claims and statements
- Recording stands at the permanent record without a vote
- AV option: offers greater accessibility through closed captions

Challenges

- Can bring out privacy or open dialogue concerns due to exact recording
- More content to review and summarize
- Audio only option: can be difficult to track who is speaking and following conversations
- AV option: technology problems can have significant impact, typically with staff run Zoom options
- AV option: added cost if we use a professional service

Public Meeting Recording Options

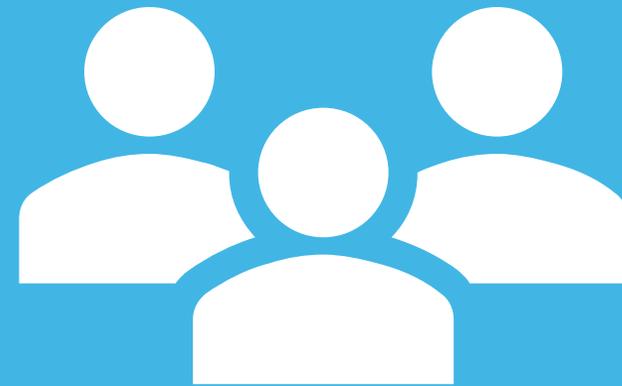


CLC Decision Item

	Written	Audio	Audio + Visual Recording	
			Zoom	Professional Service
Staffing	No added staff	No added staff	No added staff	Professional Staffing w/paid service
Cost	No added cost	No added cost	Some added costs for upgraded service	Cost inclusive of staff, equipment, set up and breakdown. Example: Open Signal is \$1,800/meeting
Process	Minutes drafted and confirmed by CLC at following meeting	Recording uploaded after each meeting	Recording uploaded after each meeting	

Public Comment

02:00



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Next Steps

- 1** Next Meeting: Wednesday, April 29th 2026
- 2** Honoraria Response
- 3** Review Bylaws Draft to approve at April meeting

Housekeeping



Check your email

- We may occasionally send materials to review in advance of meetings, or ask for feedback



Reach out with questions

- Confused? Have concerns or questions? Please reach out to project staff.



RSVP to meetings

- Let us know how you'll be attending meetings so we can prepare and order food.

Prosper Portland Staff:

devalcourtj@prosperportland.us

Portland Housing Bureau Staff:

Raul.preciadomendez@portlandoregon.gov

Community Liaison:

Outreach@historicparkrose.com

Project Email Address:

eastportlandtif@prosperportland.us