

EAST 205 COMMUNITY LEADERSHIP COMMITTEE MEETING MINUTES

Meeting Details:

Date: March 11, 2026

Time: 5:30 pm to 7:30 pm

Location: Rosewood Initiative

Online: Zoom

Attendees (In-Person/Online):

Name	Role	Name	Role
Wes Ayers	CLC	Jessi Conner	Portland Housing Bureau (PHB)
ShaToyia Bentley	CLC	Mesha Jones	Portland Housing Bureau (PHB)
Tami Booth	CLC	Paula Byrd	Community Liaison
Daniel Carillo	CLC	Anielis Raas	Prosper Portland
Parker Fitzpatrick	CLC	Angela Nguyen	Prosper Portland
Emily Hutsell	CLC	Jennifer Pruess	Prosper Portland
Eric Knox	CLC	Amy Nagy	Prosper Portland
David Linn	CLC		
Andy Miller	CLC		
Kristin Romaine	CLC		
Karen Wolfgang	CLC		

Meeting Minutes:

Meeting commenced at 5:36 pm

1. Welcome!

Jessi Conner (PHB) welcomed the group.

2. Roll Call, Agenda, Meeting Outcomes

Jessi conducted roll call and the icebreaker question. Jessi reviewed the agenda and meeting outcomes for the evening.

Jessi reviewed the role of Public Participation and the CLC Action Plan Roadmap.

3. Meeting Minutes

Meetings were confirmed by CLC.

Name	Vote
Wes Ayers	Yes
ShaToyia Bentley	Yes
Tami Booth	Yes
Daniel Carillo	Yes
Parker Fitzpatrick	Yes
Emily Hutsell	Yes
Eric Knox	Yes
David Linn	Yes
Andy Miller	Yes
Kristin Romaine	Yes
Karen Wolfgang	Yes

4. Meeting Recording

Paula Byrd (Community Liaison) introduced the first item for decision for the CLC. Paula outlined the state requirement surrounding meeting documentation: Minutes or Audio/Audio-Visual. ORS 192.650 is part of Oregon's Public Meetings Law which requires government groups to have meetings and decisions to be publicly available.

Decision for the CLC to decide: What kind of meeting documentation would the CLC like to proceed with (minutes, audio, audio/visual)?

CLC Discussion:

CLC members evaluated the benefits of meeting minutes and benefits of recording the meeting and its potential costs.

David Linn (CLC), ShaToyia Bentley (CLC), Parker Fitzpatrick (CLC) shared their preference to recording with audio or audio/visual.

Tami Booth (CLC) noted with audio or audio/visual, the recording should include accessibility for those needing translations or are hard-of-hearing or visually impaired.

Adding to the discussion regarding recording audio or audio/visual, Emily Hutsell (CLC) noted difficulty trying to find key points in a long video and asked for possibility to create a video chapters list or transcript.

Andy Miller (CLC) shared if there could be a potential option where the CLC has high level minutes with a video recording.

Parker Fitzpatrick (CLC) shared the need to set up bylaws before providing a decision on the meeting documentation style, noting concerns of the current process. Staff noted the state requirement for the documentation style and the current process with developing bylaws last meeting and upcoming in the current meeting.

Kristin Romaine (CLC) added if it would be possible for the CLC to add the public meetings documentation decision to be included in the bylaws.

Staff clarified the bylaws were provided by the city with some decision points defined by the Governance Charter. In the Charter, it left specific decisions up to the CLC body to determine in their Bylaws.

Parker had concerns about the process not being transparent and lacking co-creation, he also expressed the need for the city attorney to be consulted in the discussions to draft the bylaws.

Emily (CLC) mentioned that's likely the reason the city provides a template, because that would've already been vetted by the City Attorney.

Anielis Raas (Prosper Portland) clarified that they were attempting to make the process easier by taking the city provided template, incorporating what the governance charter says and the decisions the CLC makes regarding the sections they can change, per Civic Life instructions and what the charter says. The plan is

to share a draft within a week or so for the CLC to review, propose changes and have a discussion for the next meeting

The CLC decided to include the recommendation on meeting documentation in the bylaws and a decision will be established through the bylaw creation process.

5. Term Lengths, removal of members, co-chair elections

Term Lengths

Anielis Raas (Prosper Portland) opened the discussion to the terms for the CLC members as the current terms are for the inaugural CLC members.

Proposal One: Subsequent terms will be 3 years.

Proposal Two: CLC split into 3rds and stagger the years by 2, 3, and 4 years.

Parker motioned (Attachment A) to pause the remaining decisions for the meeting to review bylaws and re-establish a co-creation process, noting Bylaws and Co-Chairs have not been decided and selected.

Staff (Anielis) attempted to clarify that the decisions the CLC made in the February meeting on consensus minus two, in addition to the ones today regarding term length, limits, co-chair terms, removal of members are part of the Bylaws and that Co-Chairs had not been selected because the CLC requested to have more time, get short bios for each member to make their nominations, which staff provided following the February meeting. Anielis asked the CLC if they preferred to nominate Co-Chairs before considering the decisions regarding the bylaws.

Committee members preferred to continue the conversations regarding bylaws decisions and to proceed with co-chair nominations later

Parker continued to have concerns about making decisions without Bylaws and Co-Chairs. Amy Nagy (Prosper Portland) shared that the current process is part in creating the bylaws and reiterated the opportunity to take a tentative vote on the current decisions.

The CLC would like to recommend proposal one.

Name	Decision
Wes Ayers	Yes
Tami Booth	Yes
Daniel Carillo	Yes
Parker Fitzpatrick	No
Emily Hutsell	Yes
Eric Knox	Yes
Andy Miller	Yes
Kristin Romaine	Yes
Karen Wolfgang	Yes

CLC recommends current term limits of three years.

Karen Wolfgang (CLC) asked if Wes Ayers (CLC) could provide a written explanation on Proposal Two and share it to the EastPortlandTIF@ProsperPortland.us.

Removal of Members

Anielis opened the discussion for the CLC to make a recommendation on removal of members due to unexcused absences.

Proposal One: Three Consecutive Meetings

Proposal Two: One unexcused absence allowed and out the second meeting.

Proposal Three: Two meetings and the CLC can recommend removal.

Change language of “removed by bureau director.” and leave it up to the CLC to make a recommendation before bringing it to the city personnel for official removal.

The CLC would like to recommend Proposal Three.

Name	Decision
Wes Ayers	Yes
Tami Booth	Yes
Daniel Carillo	Yes
Parker Fitzpatrick	Yes
Emily Hutsell	Yes
Eric Knox	Yes
Andy Miller	Yes
Kristin Romaine	Yes
Karen Wolfgang	Yes

CLC recommends Proposal Three.

Co-Chair Terms

The CLC’s final recommendations for the draft bylaws will be determining the co-chairs terms.

Proposal One: One Year per co-chair with ability to re-run.

Karen Wolfgang (CLC) shared a potential consideration for an additional stipend for co-chairs given the additional time commitment. She noted that if we were considering spending \$1,800 per meeting for professional recording, there should be a budget for the additional stipend

Parker agreed, mentioning that for some of them this is their third job

Staff said they will bring that additional stipend into consideration

The CLC would like to recommend Proposal One.

Name	Decision
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Wes Ayers	Yes
Tami Booth	Yes
Daniel Carillo	Yes
Parker Fitzpatrick	Yes
Emily Hutsell	Yes
Eric Knox	Yes
Andy Miller	Yes
Kristin Romaine	Yes
Karen Wolfgang	Yes

CLC recommends proposal three.

With the current recommendations, staff incorporate into the bylaws for the CLC review and feedback.

6. District Context and Data

The CLC will revisit at the next meeting.

7. Community Updates & Public Comment

CLC Updates:

Kristin: Community Events (to share with City Staff)

PHB/PP:

CLC focused housing tour on May 19

Meeting Adjourned at 7:40 pm

ATTACHMENTS

ATTACHMENT A

Motion to Pause Binding Decisions Until Bylaws Are Drafted – *Parker Fitzpatrick* Using Consensus Minus 2 Decision-Making

I move that the *East 205 Community Leadership Committee* pause all binding decisions including those related to member term lengths, removal processes, officer roles, and officer elections until the Committee has co-created and adopted its bylaws.

This pause is intended to keep us aligned with the *East 205 TIF District Plan's* values of:

- Transparency
- Trust-building
and
- Community-led decision-making

All of which the City Council charged us with doing to ensure that these decisions are made under clear, shared rules.

I request that we consider this motion using a simple majority vote of the members present.

Submitted by:

Parker Fitzpatrick

A Hazelwood Neighborhood Resident

East 205 Community Leadership Committee Volunteer

On:

11 March 2026

Shared with Community Members in Attendance (4)

Shared with CLC Members (6 copies)

Shared with Project Staff (2 copies)

Shared with Meeting Recorder (1)