

# DRAFT EAST 205 COMMUNITY LEADERSHIP COMMITTEE MEETING MINUTES

## Meeting Details:

**Date:** April 30, 2026

**Time:** 5 pm to 7 pm

**Location:** Prosper Portland

**Online:** Zoom

## Attendees (In-Person/Online):

Name	Role	Name	Role
Daniel Carrillo	CLC	Amy Nagy	Prosper Portland
Emily Hutsell	CLC	Raul Preciado Mendez	Portland Housing Bureau
Olena Borova	CLC		
Parker Fitzpatrick	CLC		
ShaToyia Bentley	CLC (Co-Chair)		
Tami Booth	CLC (Co-Chair)		

## Meeting Minutes:

Meeting commenced at 5:04 pm

### 1. Welcome!

Tami and ShaToyia welcomed sub-committee members into the meeting.

Amy came on screen and informed the group that she and Raul were in the meeting to serve as note takers for this session and could be available to the group for any clarifying questions or other information as requested.

### 2. Roll Call

Present: Tami Booth, Emily Hutsell, Olena Borova, Parker Fitzpatrick, ShaToyia Bentley, Daniel Carrillo, Amy Nagy, and Raul Preciado Mendez

### 3. Meeting Minutes

Tami stated she sent the by-laws to the group late last night and offered for members to review and asked if they had questions. There were no questions.

Parker moved to approve the last meeting minutes and Emily seconded. All voted aye to approve the meeting minutes.'

## 4. Bylaws

Tami began at the beginning of the By-Laws draft document to resolve outstanding items in each section. Section numbers changed with the additions and deletions. The group also reviewed some sections out of order. Therefore, the listed sections below may not fully reflect the revised document's current sections.

I. Tami highlighted the section in green meaning all approved the language

New Section: A. Committee Role (New Section and language):

- Tami read out loud the new language. Language differences from Tami's version and Parker's which is to refer to co-creation Framework.
- Tami highlighted in Green

### IV. City Role

- Sub-committee members asked PHB and Prosper for clarification on implementation of offerings on City role and competitive land. Amy gave examples of how Prosper Portland and PHB invest TIF dollars according to the Action Plan. Sub-committee members thanked her and said they had a better understanding of this section.
- Tami highlighted section in Green

### V. General Operating Procedures

- Parker provided suggested language for Co-Creation including Adequacy of Co-Creation and Inadequate Co-Creation Remedy
- E.1 Adequacy of Co-Creation
  - o Sub-committee discussed timelines for when they would like to receive information to evaluate a topic. Goal is to ensure CLC members have adequate time to prepare, especially if they need to vote on something. ShaToyia highlighted the information look and flow will be different than past meetings with co-chairs now involved. Amy reminded the sub-committee that deadlines will also depend on Co-Chairs since they are supporting agenda setting and materials prior to sharing with the CLC.
  - o Group decided a seven-day turnaround to send information to CLC.
  - o Tami added language stating the Committee's input should be documented in writing and transmitted to the relevant external decision-maker prior to any final decision.
- E.2 In-Adequacy of Co=Creation
  - o The group had significant discussion about how language should be included around conditions for co-creation vs. allowing for things to evolve based on issues and group dynamics.

- Sub-Committee referred to the 82<sup>nd</sup> CLC by-laws and noted they are the standard city template.
- Additional discussion occurred around shifting to adding conflict resolution that the CLC supports which could then lead to the Inadequacy of Co-Creation.
- Conflict of Interest
  - Parker provided proposed new language. Group agreed on the language and section was highlighted in green

#### VI. Removal of Members

- Tami copied/pasted language from 82<sup>nd</sup> Avenue because she felt it was simpler. Group discussed and agreed with the updated language.
- Tami highlighted all in green.

#### X. Public Meetings and Records

- Tami asked the group for any additional questions /proposed changes.
- Parker confirmed reference to ORS public meetings laws are inserted.
- Public Meeting Recording: group left the section blank about which method to record meetings and will bring it to the full CLC for discussion and a vote. All agreed this is a good approach.

#### XI. Amendment of Bylaws

- Tami proposed changing the language for how to amend the by-laws specifically that members do not have authority to amend the by-laws without approval.
- Emily suggested removing first paragraph in the section to mirror 82<sup>nd</sup> Avenue's approach. Group agreed with the change.
- Tami made the edit.

Side note: Olena stated that she would need to leave a little early, but could connect on her phone.

- General Operating Procedures (revisited)
  - Tami went back to General Operating Procedures section to discuss consensus decision-making framework that was proposed by Parker. ShaToyia stated she thinks the language already exists in the document of how consensus is defined. Parker agreed that it's in the definition of the document. Shatoyia confirmed the definition and how the votes are counted and if approved or not. The CLC already voted on that.
  - Tami confirmed the framework exists, and proposed language includes mechanics. She recommended the facilitator guide and co-chairs can define

their style to ensure consensus in happening before a vote is held as it is critical to define what consensus means.

- Sub-committee clarified this would be a step for the CLC to take to determine if they're ready to vote. Team will look to define and revisit.

## **5. Public Comment**

Amy confirmed there was no public comment.

## **6. Closeout & Next Steps**

- ShaToyia thanked everyone for their work
- Tami proposed sub-committee approve by-laws post formatting to go to Prosper Portland and Portland Housing for legal review.
- Emily motioned and ShaToyia seconded. Motion passed

Meeting Adjourned at 6:55