

Portland's Housing Bond

Date: July 11, 2019

To: Bond Oversight Committee (BOC) Members

From: Jennifer Chang, Portland Housing Bureau

CC: Shannon Callahan, Molly Rogers, Tanya Wolfersperger; Portland Housing Bureau

Re: Proposed Amendment to BOC Charter and Protocols

BACKGROUND

In September 2017, BOC members approved "Portland's Housing Bond Oversight Committee Charter and Protocols," available online (<https://www.portlandoregon.gov/phb/article/692098>). The document outlines the purpose, responsibilities and protocols of the BOC and members. Section C describes the roles and terms of a Chair and Vice Chair positions, including stating that "The Chair and Vice Chair shall serve for a one-year term."

RECOMMENDED ACTION: Amend BOC Charter to extend the length of terms for the Chair and Vice Chair positions to two years.

PHB requests the BOC amend the Charter and Protocols to extend the term length for the Chair and Vice Chair positions to two years. Allowing the extended term time for these positions will support greater continuity and stability for the committee to conduct its business, given the committee typically meets infrequently on a quarterly basis.

PROPOSED AMENDMENT:

In the document "Portland's Housing Bond Oversight Committee Charter and Protocols," remove the first paragraph under section C. Chair & Vice Chair and replace with:

"The BOC will have a designated Chair and Vice Chair position, as selected by the BOC members. The Chair and Vice Chair shall serve for a **two-year terms**. The Vice Chair will act in the absence of the Chair. Should both the Chair and Vice Chair be absent, the present members will select a meeting facilitator."