



## PORTLAND DOWNTOWN BOARD OF DIRECTORS CANDIDATE GUIDELINES

Listed are Elected Board Seats by Category and number of seats.

**Property Owners** have three categories for Board seats:

- At-Large: 4 to 8 seats elected by Property Owners
- Professional Services: at least 3 seats elected by Property Owners
- Residential: 1 seat elected by Property Owners

**Stakeholders** have five categories for Board seats:

- Accommodations (Hotel): 1 seat elected by Accommodations Stakeholders
- Entertainment/Late Night: 1 seat elected by Entertainment/Late Night Stakeholders
- Retail: 1 seat elected by Retail Stakeholders
- Restaurant: 1 seat elected by Restaurant Stakeholders
- Cultural (non-profit): 1 seat elected by Cultural/Nonprofit Stakeholders

**City of Portland Appointment:** 1 seat to the Board, chosen annually by City Manager

### **FY19 Seats Up for Election:**

- **Stakeholders:** Accommodation (1), Entertainment (1), Restaurant (1), Retail (1)
- **Property Owners:** At-Large (2)

### **To qualify for nomination for an open seat to the Portland Downtown Board, each candidate must:**

- Be current on Portland Downtown assessments
- Live, work, or be an authorized representative of a Property Owner or Stakeholder (see above) in the District
- Attend monthly board meetings, currently held the third Thursday of each month at 9:00am. Remote (via conference call or Skype) board attendance is limited to no more than five times per fiscal year. Three consecutive absences from a regularly scheduled board meeting constitutes a director's resignation
- Each Board member must Co-Chair or actively participate in at least two PD Committees

### **Portland Downtown Committees**

- Clean & Safe – meets second Thursday of each month, 1:00-2:00PM
- Governance – meets third Wednesday of each month, 3:00-4:00PM
- Marketing/Events – meets first Thursday of each month, 3:30-4:30PM
- Merchants/Retail – meets first Thursday of each month, 8:30-9:30AM
- Night Life Oversight Committee – meets third Tuesday of each month, 3:30-4:30PM
- Parking & Transportation – meets fourth Wednesday of each month, 9:00-10:00AM
- Ad-Hoc Committees – as needed