



SUBSTANDARD BUILDING BOARD MEMORANDUM

FROM: The Neighborhood Services Department **DATE:** July 16, 2024

SUBJECT: Election of Temporary Vice Chair

PRESENTER: Stefanie Martinez, Director of Neighborhood Services

SUMMARY:

The Substandard Building Board members shall elect one member of the Board as Temporary Vice Chairman.

GENERAL DESCRIPTION:

In the absence of the Chairman, the Vice-Chairman shall act in the Chairman's absence and shall have the same authority as the Chairman.

RECOMMENDATION:

Substandard Building Board Members elect Temporary Vice Chair.