

## What does legislation say about the Tenants Committee?

In 1997, the Oregon Legislature passed ORS 90.600(5)(a), which states:

- Tenants of a manufactured home park may form a committee of seven or fewer members by a parkwide election to represent all tenants.
- The Tenants Committee may request a meeting with the landlord, in writing, to discuss any complaint other than rent issues. In response to this request, the landlord must meet with the Tenants Committee to discuss the complaint within 30 days.
- Unless otherwise agreed, the landlord or the landlord's representative shall meet with the tenants committee at least once, but not more than twice, each calendar year. The meeting shall be held on the premises if the park has a suitable meeting space, or at a location reasonably convenient to tenants.
- The Tenants Committee shall send a written summary of issues and concerns addressed at the meeting to the landlord, who then must respond in writing to the committee's summary within 60 days.



## We help people talk to each other



### Manufactured Communities Resource Center

Contact us at:

1-800-453-5511

In the Salem area at:

503-986-2145

On the Web at:

[www.ohcs.oregon.gov](http://www.ohcs.oregon.gov)



## Manufactured Communities Resource Center

Tenants Committee



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Oregon Housing and Community Services

## What is a manufactured community?

A manufactured dwelling park is a unique community. Unlike other communities, tenants who own their homes don't own the land that their home sits on.

In addition, tenants who live in these communities are required to sign rental agreements and follow park rules and regulations.

At times, communication can break down between landlords and tenants. This is when a Tenants Committee can help.

## What is a Tenants Committee?

A Tenants Committee is a group of tenants elected by a majority of park residents to represent their interests.

## Are Tenants Committees required?

Oregon law encourages landlords to meet with tenants to talk over issues. Tenants are not required to form a committee, but the law provides steps to create one if it is needed.

## Who can be a member?

Any park tenant may be on the committee. The law identifies staff members who pay rent as tenants. However, their participation on the committee might be taken as a conflict of interest and is not recommended.

## How often should a Tenants Committee meet?

Tenants may meet as often as they choose, but meetings with the landlord or landlord's representative may be held at least once but no more than twice in a calendar year.

## What happens when communication efforts are unsuccessful?

Sometimes landlords may not agree to meet with the Tenants Committee. The committee may use the park's informal dispute resolution procedure, found in their Statement of Policy. Required by law, the procedure makes sure that issues are given a fair hearing within 30 days after the landlord receives the complaint in writing.

For help with conflicts or questions regarding any part of the process to form a committee or the informal dispute resolution procedure, tenants and landlords are encouraged to contact Oregon's Manufactured Communities Resource Center.

1-800-453-5511

*Promoting communication  
between landlords and tenants.*



## How to form a Tenants Committee:

The law does not establish a formal election process. However, it is advisable to follow a system to meet the intent of the law. Example of an election process:

- Identify a tenant willing to assume the responsibility for the process.
- Select a group of three or more tenants to handle the election details.
- Create and distribute a flyer that explains what a Tenants Committee is, summarizes the election process, and requests nominations to be submitted to the group.
- Place a ballot box in a secure, central location. The tenants group will count returned ballots and notify the seven nominees with the greatest number of votes of their election to the committee.
- Select a chairperson and a recording secretary at the first committee meeting.