



Central Northeast Neighbors Coalition (CNN) Land use, Transportation and Open Space (LUTOP) Committee Participation Agreement

This document was adapted to guide the participation and the collaborative work of CNN Coalition area volunteers in LUTOP Committee activities.

Purpose and Function

The LUTOP Committee is a forum for CNN area neighborhood association and community participants to share information, research, explore, educate, support, and collaborate on land use, transportation, open space, and related activities of CNN and City-wide interest. Currently the committee meets every other month from September-June.

It serves:

- As an advisory committee to the CNN Board of Directors where participants share responsibility to create an inclusive environment with respectful dialogue and collaborative problem solving.
- To build connections between neighborhood associations, community organizations, culturally specific groups, public agencies, business districts, and others working on livability in the CNN area.
- To ensure opportunities to participate are equitably provided across all CNN area communities, which may include the provision of translation, interpretation, and childcare.
- To provide a hospitable and welcoming environment to all attendees and to meaningfully include the voice of diverse participants, perspectives, and communities.

Decision Making

The LUTOP Committee can make recommendations to the CNN Board of Directors concerning a particular action or policy regarding land use, transportation, open space, and the related activities. The committee will craft and recommend approaches and solutions that are workable for a wide range of needs and interests based upon the purpose stated above. Participants will engage in constructive dialogue among all attendees, research, review, and seek input from other stakeholder groups in formulating recommendations. The committee will work by consensus in an advisory capacity. This means that participants work to achieve full consensus, but in the event that they cannot, they may move forward with a majority support. All present at a meeting who signed the participation agreement (below) in advance of the meeting may vote. Diverging interests discussed will be noted in the recommendation. The committee Chair presents the recorded recommendation to the Board of Directors for a vote.

PARTICIPATION AGREEMENT (PA)

It is encouraged that at least one designated member from each CNN Neighborhood Association (NA) sign the agreement. As well, one designated member from each interested community and underrepresented group in the CNN area is encouraged to sign the participation agreement.

Participant Agreement (PA) members will:

- Make every effort to be present at meetings and attend at least one Community Conversation event and/or LUTOP training yearly. As a courtesy, notify staff and affiliated PA member (if any) in advance if unable to attend.
- Encourage broad and inclusive participation. Current PA members will intently welcome and orient new people and ideas.
- Follow and share responsibility for the meeting guidelines (ground rules).
- Respect the overall committee process, participants, CNN staff and interact respectfully with public agency staff and guest speakers. Voice concerns constructively with respect and civility.
- Share information with organizations in which you are involved, and gather, synthesize, and convey information and perspective from those organizations.
- NA PA members speak on the behalf of their NA. This means in line with any positions held on related land use and transportation issues identified by their NA board and committee.
- Review background materials and meeting minutes, so as to understand the issues and to gain familiarity with the array of actions and initiatives currently underway.
- Submit action items for recommendation to staff at least one week in advance of the meeting in order to expedite review of related materials when support is prompted.
- Provide a sounding board to ensure that a variety of data and viewpoints have been considered in the formulation of a recommendation.
- Consider impact on neighborhoods and communities and if there is an opportunity to reduce disparities when making a recommendation.
- Provide input and ideas and to respect and value differences of perspectives, ideals, and time commitments with civility.

I, _____ agree to the terms of the CNN LUTOP Committee participating membership stated herein.

Signature

Date

LUTOP Committee activities are aligned with the City of Portland's Office of Community and Civic Life CNN Partnership Agreement Goals:

GOAL X: STRUCTURES FOR INCLUSION

Modeling the inclusive practices and processes we seek to promote, the Office will partner with diverse, self-identifying communities to:

- Aggressively develop institutional practices for inclusion and transformational change within government structures
- Increase community building and civic engagement opportunities for communities working toward equitable outcomes for all

GOAL Y: MORE REPRESENTATIVE GOVERNANCE

To realize more adaptive decision-making in community and government, the Office will:

- Support inclusive cross-cultural, cross-issue organizing in community to reflect the ability of resilient communities to address complex, inter-connected issues
- Lead internal capacity development within City government, particularly as it pertains to engaging community toward equitable outcomes
- Create and hold shared space where community and government join together to identify opportunities and solve shared challenges
- Support communities in pursuing forms of governance that reflect their lived experience, values, and aspirations

GOAL Z: FULFILLED AND EMPOWERED PORTLANDERS

A progressive change in culture of civic engagement is foundational to long-term systemic community building and government change. The Office will:

- Prioritize resources that support communities in building resilience both with and without their government
- Ensure equitable sharing of resources
- Promote inclusive education, art and play
- Create an environment for respectful dialogue and problem solving that acknowledges our differences as we work toward shared goals