Board Policy Memo: RNA-PM1

Title: Job Description for CNN Land Use Transportation Committee (LUTC) Representative

Adopted: June 9, 2015

The CNN LUTC is composed of volunteer representatives from each of the Coalition neighborhood associations to create a forum for neighborhood associations and community members to share information, research, educate, and advocate on issues related to land use and transportation that impact CNN neighborhoods.

RNA can select two representatives for the CNN LUTC. RNA representatives must adhere to the conditions described in the most current job description provided by CNN. As of June 9, 2015, the conditions include:

- Be appointed by your Neighborhood Association (NA) board or president to represent your neighborhood on CNN LUTC.

- Cooperate with other NA representatives, CNN LUTC staff and interact respectfully with agency speakers following the meeting ground rules established at the beginning of each meeting.

- Make recommendations to CNN Board concerning a particular action, policy or other matter on any land use, transportation or related issues.

- Assist City agencies in determining priority needs of the coalition neighborhoods.

- Keep your NA board updated on CNN LUCT activities, which included citywide planning efforts. At a minimum, you should do this by providing a report at your NA Land Use, board or general meetings and by sharing issues/opportunities with the board as they arise.

- Keep up-to-date with meeting information and materials to be discussed; the primary method used in sharing this information is email.

- You may be appointed by your NA as a CNN LUTC representative, but that does not mean that you can speak for the rest of your NA board without their written approval. When you are interacting with City agencies, etc., it is important to distinguish when you are speaking as a CNN LUTC representative and when you are speaking as an individual.

- The Chair of CNN LUTC is appointed by the CNN Board Chair, there are no motions or votes taken for this position at CNN LUTC.