
RECOMMENDED DRAFT LAND USE & TRANSPORTATION COMMITTEE CHARTER

How to read the amendments with typographical emphasis:

- Language to be added is show in bold. (e.g. “**This language is proposed to added.**”)
- Language to be deleted is show with strikethrough (e.g. “~~This language is proposed to be deleted.~~”)

This Committee Charter Form shall be submitted to the SE Uplift Executive Committee for review and recommendation to the full Board of Directors for a vote of approval. Feedback may be submitted via this [online survey](#) or email sent to matchu@seuplift.org.

1. Purpose and Scope. The purpose of Southeast (“SE”) Uplift Land Use & Transportation Committee (the “Committee”) is to promote sustainable, equitable land use and transportation for the SE Uplift Neighborhood Coalition area (the “District”) and to create a space for community engagement and collaboration on land use and transportation issues.
2. Charge. To aid and support SE Uplift in the above purpose, the Committee will provide advice and recommendations to the Board of Directors (the “Board”) on land use and transportation issues both in and affecting the SE Uplift area, with a focus on:
 - a. Community Engagement:
 - i. Facilitate community input and participation in land use and transportation planning processes.
 - ii. Organize forums and workshops to educate and inform community members about relevant issues and initiatives.
 - iii. Collaborate with community-based organizations to address shared concerns.
 - b. Policy Advocacy:
 - i. Review and provide feedback on proposed land use and transportation policies, plans, and projects.
 - ii. Advocate for the inclusion of community-driven solutions and equitable outcomes in land use and transportation decision-making processes.
 - iii. Monitor and respond to emerging trends, opportunities, and challenges related to land use and transportation.
 - c. Capacity Building:
 - i. Support the development of resources, tools, and training to enhance the capacity of community members to engage in land use and transportation planning processes.
 - ii. Foster partnerships with academic institutions, nonprofits, and other organizations to leverage expertise and resources.
 - d. Sustainability and Equity:
 - i. Promote environmentally sustainable and equitable land use and transportation practices.

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- ii. Advocate for policies and initiatives that address climate change, reduce greenhouse gas emissions, and promote active and public transportation options.
 - iii. Encourage inclusive planning processes **and policies** that prioritize the needs of underserved and underrepresented community members.
 3. Committee Type. The Committee will be a Community committee, and will be a Standing committee.
 4. Committee Authority. The Committee will be an Advisory committee to the Board of Directors.
 5. Composition of the Committee¹. The Committee shall strive to ensure that its membership, activities, and recommendations are reflective of the diversity of the District. The committee shall seek to engage and represent the perspectives of underrepresented and historically marginalized groups. The Committee will initially consist of the following members and their affiliations / voting status:
 - a. Each community group is limited to one (1) vote. Community groups with more than one representative shall determine voting rights ahead of the meeting.
 - b. At-Large members with specialized expertise or interests.
 6. Responsibilities. The Committee will perform such actions as necessary and appropriate to exercise the purposes set forth above. The Committee will:
 - a) Establish a Committee meeting schedule;
 - b) Create an annual work plan;
 - c) Inform SE Uplift staff of upcoming meeting topics and agenda items to promote and inform the public;
 - d) Develop recommendations or proposals for action for Executive Committee or Board review and approval;
 - e) Committee participants will bring a spirit of community and collaboration;
 - f) Committee participants will share information between the Committee and their community group.
 7. Committee Meetings². The Committee will convene on the 3rd Monday of each month at 7:00pm. In the event of federal holidays the committee shall vote on an alternate date **or skip the month if an agreement cannot be reached on an alternate date**. The Committee may hold additional meetings as needed.

¹ Board Committees must be **composed** primarily of SE Uplift Board Directors, contain at least two Board Directors and be Chaired by a Board Director. Community Committees must be **composed** primarily of community members elected by their neighborhood association or community groups, and can be Chaired by any committee member. Each organization on a Community Committee may have only one voting member.

² Advisory committee meetings are not subject to ONI Standard open meeting or public records requirements.
SE Uplift Committee Charter Proposal Form - December 2022



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8. Non-Discrimination. The Committee is committed to creating a welcoming and inclusive environment, free from discrimination, harassment, and bias. The Committee shall not discriminate against any person on the basis of race, ethnicity, gender identity, sexual orientation, age, ability, socio-economic status, or any other protected status. The Committee shall seek to ensure that all voices are heard and respected, and that all members are able to participate fully and meaningfully in its work.

 9. Bylaws. The Committee shall operate in accordance with the bylaws of SE Uplift and the policies and procedures established by the SE Uplift Board of Directors.

The Committee may appoint a Chair through a majority vote of the committee present for the term of one (1) year. Advance notice at the prior meeting shall be given on the election of a Chair. The Chair, in collaboration with any staff liaison, shall be responsible for establishing agendas for meetings. The Chair, or designee, shall be responsible for submitting regular progress reports to the Executive Committee and recommended actions to the Executive Committee or Board of Directors for consideration and final approval.

This Charter shall be reviewed and reassessed by the Committee at least annually, and any proposed changes shall be submitted to the Executive Committee for approval. The Chair shall be responsible for communicating any changes in leadership to the Executive Committee within three (3) business days.

This Charter was approved by the Board of Directors on: _____.



PROPOSED DRAFT LAND USE & TRANSPORTATION COMMITTEE CHARTER

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1. Purpose and Scope. The **purpose of Southeast (“SE”) SE-Uplift Land Use & Transportation Committee** (the “Committee”) ~~will be~~ **is to promote sustainable, equitable land use and transportation for the SE Uplift Neighborhood Coalition area (the “District”) and** to create a space for community engagement and collaboration on land use and transportation issues.
2. Charge. To aid and support SE Uplift in the above purpose, the Committee will provide advice and recommendations to the Board of Directors (the “Board”) on land use and transportation issues **both in and affecting the SE Uplift area,** ~~that affect the SE Uplift District with a focus on:~~
 - a. **Community Engagement:**
 - i. **Facilitate community input and participation in land use and transportation planning processes.**
 - ii. **Organize forums and workshops to educate and inform community members about relevant issues and initiatives.**
 - iii. **Collaborate with community-based organizations to address shared concerns.**
 - b. **Policy Advocacy:**
 - i. **Review and provide feedback on proposed land use and transportation policies, plans, and projects.**
 - ii. **Advocate for the inclusion of community-driven solutions and equitable outcomes in land use and transportation decision-making processes.**
 - iii. **Monitor and respond to emerging trends, opportunities, and challenges related to land use and transportation.**
 - c. **Capacity Building:**
 - i. **Support the development of resources, tools, and training to enhance the capacity of community members to engage in land use and transportation planning processes.**
 - ii. **Foster partnerships with academic institutions, nonprofits, and other organizations to leverage expertise and resources.**
 - d. **Sustainability and Equity:**
 - i. **Promote environmentally sustainable and equitable land use and transportation practices.**

- ii. **Advocate for policies and initiatives that address climate change, reduce greenhouse gas emissions, and promote active and public transportation options.**
 - iii. **Encourage inclusive planning processes that prioritize the needs of underserved and underrepresented community members.**
3. Committee Type. The Committee will be a Community committee, and will be a Standing committee.
4. Committee Authority. The Committee will be an Advisory committee to the Board of Directors.
5. Composition of the Committee³. **The Committee shall strive to ensure that its membership, activities, and recommendations are reflective of the diversity of the District. The committee shall seek to engage and represent the perspectives of underrepresented and historically marginalized groups.** The Committee will initially consist of the following members and their affiliations / voting status:
 - a. Each community group is limited to one (1) vote. **Community groups with more than one representative shall determine voting rights ahead of the meeting.**
 - b. **At-Large members with specialized expertise or interests.**
6. Responsibilities. The Committee will perform such actions as necessary and appropriate to exercise the purposes set forth above. The Committee will:
 - a) Establish a Committee meeting schedule;
 - b) Create an annual work plan;
 - c) Inform SE Uplift staff of upcoming meeting topics and agenda items to promote and inform the public;
 - d) Develop recommendations or proposals for action for Executive Committee or Board review and approval;
 - e) Committee participants will bring a spirit of community and collaboration;
 - f) Committee participants will share information between the Committee and their community group.
 - g) ~~Other responsibilities (add...);~~
7. Committee Meetings⁴. The Committee will convene on the 3rd Monday of each month at 7:00pm ~~or the next day in the event of federal holidays.~~ **In the event of federal holidays the committee shall vote on an alternate date.** The Committee may hold additional meetings as needed.

³ Board Committees must be comprised primarily of SE Uplift Board Directors, contain at least two Board Directors and be Chaired by a Board Director. Community Committees must be comprised primarily of community members elected by their neighborhood association or community groups, and can be Chaired by any committee member. Each organization on a Community Committee may have only one voting member.

⁴ Advisory committee meetings are not subject to ONI Standard open meeting or public records requirements.
SE Uplift Committee Charter Proposal Form - December 2022



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8. Non-Discrimination. The Committee is committed to creating a welcoming and inclusive environment, free from discrimination, harassment, and bias. The Committee shall not discriminate against any person on the basis of race, ethnicity, gender identity, sexual orientation, age, ability, socio-economic status, or any other protected status. The Committee shall seek to ensure that all voices are heard and respected, and that all members are able to participate fully and meaningfully in its work.

 9. Bylaws. The Committee shall operate in accordance with the bylaws of SE Uplift and the policies and procedures established by the SE Uplift Board of Directors.

The Chair, in collaboration with any staff liaison, shall be responsible for establishing agendas for meetings. The Chair, or designee, shall be responsible for submitting regular progress reports to the Executive Committee and recommended actions to the Executive Committee or Board of Directors for consideration and final approval.

This Charter shall be reviewed and reassessed by the Committee at least annually, and any proposed changes shall be submitted to the Executive Committee for approval. The Chair shall be responsible for communicating any changes in leadership to the Executive Committee within three (3) business days.

This Charter was approved by the Board of Directors on: _____.



DISCUSSION DRAFT LAND USE & TRANSPORTATION COMMITTEE CHARTER

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1. Purpose and Scope. The SE Uplift Land Use & Transportation Committee (the “Committee”) will be to create a space for community engagement and collaboration on land use and transportation issues.
2. Charge. To aid and support SE Uplift in the above purpose, the Committee will provide advice and recommendations to the Board of Directors (the “Board”) on land use and transportation issues that affect the SE Uplift District.
3. Committee Type. The Committee will be a **Community** committee, and will be a **Standing** committee.
4. Committee Authority. The Committee will be an **Advisory** committee to the Board of Directors.
5. Composition of the Committee⁵. The Committee will initially consist of the following members and their affiliations / voting status:
 - a. **Each community group is limited to one (1) vote.**
6. Responsibilities. The Committee will perform such actions as necessary and appropriate to exercise the purposes set forth above. The Committee will:
 - a) Establish a Committee meeting schedule;
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 - e) Committee participants will bring a spirit of community and collaboration;
 - f) Committee participants will share information between the Committee and their community group.
 - g) **Other responsibilities (add...);**

⁵ Board Committees must be comprised primarily of SE Uplift Board Directors, contain at least two Board Directors and be Chaired by a Board Director. Community Committees must be comprised primarily of community members elected by their neighborhood association or community groups, and can be Chaired by any committee member. Each organization on a Community Committee may have only one voting member.



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