

**BECENTI CHAPTER
COMMUNITY LAND USE PLANNING COMMITTEE
PLAN OF OPERATION**

Section 1. Re-Affirming

There is hereby the re-affirming of the Becenti Chapter Community Land Use Planning Committee (CLUPC).

Section 2. Land Use Plan Certification

The Becenti Chapter Community-Based Land Use Plan was officially certified and adopted by the Resources and Development Committee of the 22nd Navajo Nation Council on September 25, 2012 by Navajo Tribal Legislation Number 0403-12, and shall be re-certified within five (5) years after the stated certification date above. The CLUPC shall abide by the certified document to the best of their ability.

Section 3. Vocabulary

The following terms are listed to clarify any potential confusion that may arise as a result of misunderstanding.

- A. Becenti Chapter: Local chapter established and officially recognized by Navajo Nation Council on February 14, 1955.
- B. Chapter Officials: Local Chapter President, Vice President, Secretary/Treasurer, Council Delegate and Land Board Member.
- C. CLUPC: Community Land Use Planning Committee, a local standing established under Navajo Nation Chapters as cited under N.N.C. Title 26 Section 2004.
- D. Community-Based Land Use Plan: A manual that is to be certified by the Resources and Development Committee of the Navajo Nation Council.
- E. LRAC: Local Rural Addressing Committee, a local standing committee established by the Navajo Nation Rural Addressing Authority, for local community members to act as committee members who will assist in creating a proper Navajo Nation Rural Addressing System.
- F. NNC: Navajo Nation Code, a tribal governmental document by which the Navajo Nation Government abides by.
- G. RDC: Resources and Development Committee of the Navajo Nation Council, a standing committee that oversees the Certification of the Land Use Plans of local Chapters.

Section 4. Purpose

The purpose of the CLUPC is to approve the process for the local land use planning, oversee land use planning activities after thorough review and analysis.

Through dedication, commitment, planning, coordinating, and strong leadership, the CLUPC and the Community-Based Land Use Plan will provide the Becenti Chapter community with strong opportunities to develop, prosper, and provide adequate services that benefit the local population by respecting cultural and traditional values and protect against abuse of the land; and promote health and well-being among the community in the future.

With public service and good judgment, the CLUPC envisions fulfilling the dreams of our ancestors to implement a Community-Based Land Use Plan to enhance the quality of life of the local community to establish and maintain an independent and self-reliant community for generations to come; while supporting local-governance and tribal sovereignty.

The LRAC (Local Rural Addressing Committee) member selected will assist in planning, coordinating, implementing, and maintaining local rural addressing system in coordination with the Chapter Officials and membership.

Section 5. Committee Duties and Responsibilities

The CLUPC shall exercise the following duties and responsibilities consistent with the Navajo Nation Local Governance Act, 26 N.N.C. Section 2004.

- A. Continue educating the community on the concepts, needs and process for planning and implementing a land use plan.
- B. Coordinate all land planning activities.
- C. Inform Chapter membership periodically on the progress of the land planning activities.
- D. Shall work closely with the community membership, the Becenti Chapter administration staff, the Land Board and other Chapter Officials.
- E. Provide all information pertaining to the planning available to the public.
- F. Develop and implement community planning ascertaining the goals, priorities and vision for the future of the community.
- G. Continue working with other Tribal, Federal, and State agencies in requesting and seeking technical assistance on necessary data for inventory, assessing natural, cultural and human resources as well as community infrastructure.
- H. Work with all necessary resources to acquire land through the required land withdrawal process as applicable by various land statuses.
- I. Develop a community education and participation plan describing methods that will foster public education participation through public hearings, newspapers, and radio. Chapter members will be periodically informed on the progress of the land planning activities. All information pertaining to the plan shall be available to the public.
- J. Develop and implement, in coordination with the CLUPC, a community assessment ascertaining the goals, priorities, and the vision for the future of the community.

- K. Inventory and assess pertinent data. The planner shall request data and seek technical assistance when necessary for compilation of all available data from Navajo Nation, Federal, and State Agencies for inventorying and assessing natural, cultural, and human resources, as well as community infrastructure.
- L. Update the community-based land use plan for certification and to periodically update the community-based land use plan every five years after approval by the RDC.
- M. Upon approval of the community-based land use plan by the Becenti Chapter membership, the CLUPC shall seek approval of the plan from the Resources and Development Committee, pursuant to 26 N.N.C. Section 102 (C).
- N. Upon approval of the community-based land use plan by the Becenti Chapter membership and by the Resources and Development Committee, the CLUPC shall develop recommendations for the implementation of the land use plan.
- O. The LRAC Member is to assist with the Becenti Chapter's rural addressing system to accomplish the Navajo Nation E 9-1-1 initiative in saving lives and property.
- P. The LRAC Member and Chapter Community Services Coordinator shall maintain and keep all maps related to the Rural Addressing Project to limit loss and confusion within the Chapter.

Section 6. Committee Selection; Membership

- A. The selection of members to the CLUPC shall be by the Chapter membership at a duly called Chapter meeting at which a quorum is present.
- B. The Selection of the members shall be set fourth in a certified written resolution.
- C. The members of the CLUPC shall be comprised of five voting members of the Chapter that have expertise to provide valuable contributions to the overall land use planning process. Subcommittees such as technical and public advisory committees, comprising of voting and non-voting members of the Chapter may be established to assist the CLUPC.
- D. Should a vacancy in the CLUPC should occur the following process shall be practiced as follows:
 - 1. During a duly called CLUPC meeting the committee shall acknowledge the need of additional members and review this Plan of Operation and the "LGA Grant - 6605 CLUPC Stipend" for the fiscal year and check if there is sufficient funds available.
 - 2. If the CLUPC Budget is cleared and covers additional members the CLUPC shall publicly announce the opening of new members by means of fliers, newspapers, radio, or by other communications.

3. Should the CLUPC find possible candidates for the committee membership, the CLUPC shall call a special meeting where there should be a precise discussion on the additional members.
 4. The nominated individuals shall officially accept or decline their nomination in person to the CLUPC.
 5. The nominated individuals shall commit to at least one (1) Fiscal Year to the CLUPC.
 6. The CLUPC shall then draft a resolution to the Becenti Chapter as a recommendation of the interested individual(s) to be presented at the Becenti Chapter Planning Meeting, for review before going to the Regular Becenti Chapter meeting.
 7. Should the request be approved and accepted by the Chapter membership, the CLUPC shall then officially recognize the new members at the next duly called committee meeting.
- E. In the event that a member of the CLUPC has had four (4) unexcused absences the following process shall be followed:
1. The CLUPC Secretary/Treasurer finds that a member of the committee has been absent four times, the CLUPC shall be notified of the violation.
 2. The CLUPC shall hold a special meeting to address the certain member. At this meeting a letter shall be written notifying the certain member of their discontinued membership. Both the CLUPC President and the CLUPC Secretary/Treasurer shall sign the letter with the official CLUPC letterhead.
 3. The CLUPC President shall then announce the vacant position to the Becenti Chapter Officials and community membership for possible new CLUPC candidates.
- F. The LRAC Member should be a life long resident who is originally from the community they work for. This individual should know the locals and know the Becenti Chapter service area well.

Section 7. Meetings and Compensation

- A. The CLUPC shall hold a two regular meetings a month, but shall be entitled to more should the need arise to accomplish the overall purpose of the committee.
- B. The CLUPC meetings shall be held every second and fourth Tuesdays of every month unless otherwise designated by the CLUPC.
- C. Special meetings will be scheduled by the CLUPC President when necessary.
- D. Contingent upon the availability of funds and the annual Chapter budget, each member of the CLUPC may receive \$125.00 per meeting, given that over half (50%) of the proposed agenda items are addressed while the members are in attendance. Any members who attend any meeting under half the proposed agenda items will be given a stipend of \$75.00.
- E. The CLUPC shall consist of four paid members.

- F. The members of the CLUPC are to be allowed four (4) consecutive unexcused absences before they are formally removed from the committee before they will be removed of their position from the committee.
- G. Members who cannot attend any meetings must contact the Chapter Administration prior to the scheduled meeting; any excuses given after such meetings will not be accepted.
- H. The LRAC Member will be compensated if there are funds available and to work with the Chapter

Section 8. Duties and Responsibilities of the Committee Officers

- A. The members of the CLUPC shall at their first duly called meeting, elect a President, a Vice President and a Secretary/Treasurer for the committee.
- B. The Duties of the committee President are to preside over duly called meetings and sign all documents on behalf of the CLUPC.
- C. The President shall represent the committee where proper acknowledgement and participation of the committee is needed.
- D. The President shall enforce all committee actions that were approved.
- E. The President shall be the spokesperson of the committee in all public relations and other general public affairs.
- F. The President shall follow up on all actions and assignments that were entrusted to committee members and other resources to make sure that proper course of action is taken and completed.
- G. The President shall not vote during a regular voting procedure unless there is the event of a tie, then the President is allowed to vote to break the tie.
- H. In the absence of the President, the Vice President shall assume the duties and responsibilities of the President, for meeting purposes only, or as may be duly assigned.
- I. Should the Vice President not be able to perform the duties and Responsibilities of the President, for meeting purposes only, the Secretary/Treasurer shall be given the privilege of presiding.
- J. The Secretary/Treasurer shall take roll call, keep minutes of the committee meetings and maintain all records and documentation of the CLUPC.
- K. The Secretary/Treasurer shall maintain and enforce the budget allocations to reduce the threat of misuse of funds.
- L. The Secretary/Treasurer shall enforce the proper parliamentary authority that the committee shall have adopted.
- M. The Members shall have the privilege of voting in support, opposition, or remain idle by abstaining during votes.
- N. The Members shall participate in all committee meetings, work sessions, and other related activities to the committee.
- O. The Members shall motion and second motion during the committee meetings.

- P. The Members shall contribute to the overall functions of the committee and complete tasks that are officially assigned to them by the President.
- Q. The LRAC Members shall provide a report whenever needed to the Chapter membership during regular duly called Chapter meetings.
- R. The LRAC Member shall attend various work sessions, workshops, conferences, meetings and other such gatherings on behalf of the Chapter and CLUPC as needed in reference to Rural Addressing.
- S. The LRAC Member shall provide reports to the CLUPC on any updates or Progress made by the Navajo Nation Rural Addressing Authority.

Section 9. Quorum

At any official meeting of the CLUPC, a quorum shall consist of three (3) committee members to conduct official committee business.

Section 10. Technical Assistance

- A. The CLUPC may seek technical assistance from the Becenti Chapter, Navajo Nation, Federal, State and County governments, or others as needed.
- B. The Chapter Community Services Coordinator is officially recognized as a CLUPC Member and entitled to all privileges as described under "Section 8", with the exception of a stipend.

Section 11. Ethics

Members of the CLUPC are required to comply with the Navajo Nation Ethics and Government Law.

Section 12. Parliamentary Authority

The CLUPC shall abide and refer to the most current Robert's Rules of Order when conducting any official meeting, regardless of whether it's planning, regular, or special meetings; also executive sessions shall be included.

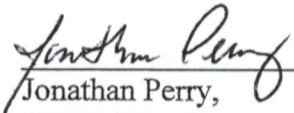
Section 13. Amendments

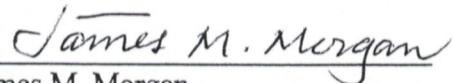
The CLUPC Plan of Operation may be amended from time to time, as needed, by the CLUPC and approved by the Becenti Chapter membership at a duly called Chapter meeting.

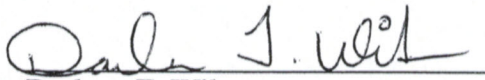
Section 14. Ratification.

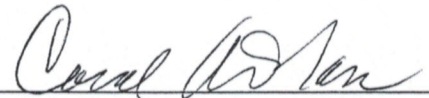
The CLUPC has officially reviewed and approved this foregoing Community Land Use Planning Committee Plan of Operation and hereby authorizes this document to be used as stated.

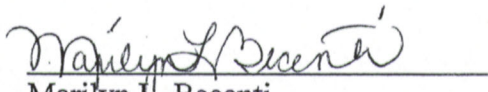
The following CLUPC members hereby sign this document to officially accept the Plan of Operation as written for Fiscal Year 2015.


Jonathan Perry,
CLUPC President


James M. Morgan,
CLUPC Vice President


Darlene T. Wilson,
CLUPC Secretary/Treasurer


Carol A. Dolan,
CLUPC Member


Marilyn L. Becenti
CLUPC Member

CLUPC Plan of Operation last amended on 09/10/2014