

## **Resolution No. 03-09**

### **Resolution Approving the City of West Lafayette Go Greener Commission Bylaws**

**WHEREAS**, the West Lafayette City Council did on July 7, 2008, with Ordinance No. 19-08 add to West Lafayette City Code Article X Chapter 24 the City of West Lafayette Go Greener Commission; and

**WHEREAS**, Section 24.171 required the by-laws of the Commission be submitted to City Council for approval.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WEST LAFAYETTE, INDIANA, AS FOLLOWS:

That the Go Greener Commission bylaws as attached hereto are hereby ratified and approved.

# GO GREENER COMMISSION BYLAWS

## Revised 03.02.09

### ARTICLE I. NAME

The name of this organization is the **West Lafayette Go Greener Commission**, which may be abbreviated as GGC.

### ARTICLE II. PURPOSE

The purpose of the West Lafayette Go Greener Commission is *to partner with the City* to promote sustainable environmental well-being of West Lafayette and all its inhabitants. A sustainable community seeks to enhance the environmental well-being of the community while taking precautions not to compromise the quality of life of future generations. Toward that end, it reduces its use of nonrenewable natural resources and its product. A further purpose is to serve as an advisory body to the Mayor, City Council and other City personnel on such matters as may be pertinent, including cost/benefit analyses as applicable.

### ARTICLE III. MEMBERSHIP AND ORGANIZATION.

Members: The Commission shall consist of any interested persons ("members") to be drawn from government, business, academia, not-for-profits, neighborhood associations, and residents. Membership from outside the City is encouraged.

Commissioners: The Commission shall be represented by twelve voting members ("Voting Commissioners" or "Commissioners"): three appointed by the mayor, four appointed by the City Council, and five appointed by the Voting Commission itself. One of the four council appointments shall be a City Council member. No more than five Voting Commissioners shall be non-residents of the City. The initial appointments of five appointed by the commission shall be made by the four Commissioners appointed by the Common Council together with the three Commissioners appointed by the Mayor.

Terms: Four of the first 12 Commissioners shall be appointed for 1 year, four appointed for 2 years, and four appointed for 3 years. Subsequent appointments shall be for 3-year terms. Commissioners may succeed themselves. A commissioner may be removed by the vote of nine Voting Commissioners. Vacancies shall be filled by appointment by the same entity as had made the original appointment. Commissioners shall serve without compensation.

Officers:

1. The officers of this organization shall be the Chairperson, Vice-Chairperson, and Recording Secretary, who shall be elected by the Voting Commissioners at the first meeting following February 1 of each year and shall serve at the pleasure of the Voting Commissioners.

2. The Chairperson shall preside at meetings of the Commission, call special meetings where necessary, and perform other duties customarily performed by a chairperson.

3. The Vice-Chairperson shall serve in the absence, inability, or unwillingness of the Chairperson to act. In the absence of the Chairperson and Vice-Chairperson, the Commission

members shall appoint one of the members to act as Chairperson pro tempore. When the office of Chairperson or Vice-Chairperson becomes vacant during the year, the Commission shall elect a successor at the earliest meeting practicable.

4. The Recording Secretary shall take notes for official meetings of the Commissioners and shall transcribe such notes and provide copies to all Commissioners. Such minutes shall be read and approved at the subsequent meeting of the Voting Commissioners. When approved, a copy shall be transmitted to the City Clerk.

#### **ARTICLE IV. MEETINGS, AGENDA, AND CONDUCT OF BUSINESS**

Procedures outlined in Roberts Rules of Order shall govern all meetings.

The entire Commission shall meet on the third Tuesday of each month at 7:15 pm in WL City Hall.

The Voting Commissioners shall meet each month on the second Tuesday of each month at 7:15 pm in WL City Hall. Special meetings may be called by the Chairperson, or any three Voting Commissioners, with public notice given at least 48 hours in advance. Seven Commissioners shall constitute a quorum.

The Chairperson shall develop and provide an agenda for the meeting and public notice of the meeting five calendar days in advance. Items for possible discussion shall be submitted to the Chairperson for consideration. The Chairperson shall decide which items are sufficiently important to require a vote by the full commission, but shall advise the Commission of any such items upon which the Chair has taken action at the next regularly scheduled meeting. Any Voting Commissioner may request a vote on the item(s) by the full Voting Commissioners.

The Chairperson shall create such subcommittees as may be required to carry out the duties of the Commission, and shall appoint such members as may be interested and qualified. Each subcommittee shall include a Voting Commissioner to serve as a liaison who will report the business of the subcommittee regularly to the Voting Commissions.

#### **ARTICLE V. POWERS AND DUTIES**

The Commission shall have the following powers and duties:

(1) To coordinate ongoing and to propose and promote new sustainability initiatives among residents, businesses, governmental, non-governmental agencies, and educational organizations through education and outreach programs.

(2) To advise and make recommendations to the West Lafayette City Council, City administration, and City boards and commissions **and/or to the general public** on sustainability policies and programs.

(3) To determine, in cooperation with other City boards and commissions, West Lafayette's current and future sustainability status by developing and monitoring a set of sustainability indicators.

(4) To provide, in cooperation with other City boards, commissions, and departments an annual “sustainability assessment” based on selected indicators. The assessment shall be included in an annual report and provided to the City Council, Mayor and the public.

(5) To advise, consult and cooperate with other agencies, boards and commissions of the City of West Lafayette, the state, other local governments, industries, other states, interstate or interlocal agencies, and the federal government, and with interested persons or groups on matters of sustainability.

(6) To research and apply for grants or other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this chapter.

(7) To elect officers annually by vote of the Voting Commissioners. The Mayor will appoint a staff liaison to the commission. The liaison will research and pursue funding opportunities for sustainable development, engage in education and outreach, and identify “best practices.” The City administration shall provide general administrative support for the commission.

***(8) To complete other additional duties related to matters of sustainability requested via the Mayor’s office or through City Council.***

## **ARTICLE VI. AMENDMENTS**

Amendments to these by-laws shall be by a two-thirds (2/3) vote of the Voting Commissioners.