



SUSTAINABILITY COMMISSION

AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	08/12/2025

ITEM:	Sustainability Commission Bylaws
DEPARTMENT: Community Development	BY/DATE: Mitchell Forney, 8-6-25
CORE CITY STRATEGIES:	
_ Community that Grows with Purpose and Equity	<u>X</u> Engaged, Effective and Forward-Thinking
_ High Quality Public Spaces	_ Resilient and Prosperous Economy
_ Safe, Accessible and Built for Everyone	_ Inclusive and Connected Community

BACKGROUND

With recent commission staff turnover, remaining staff reviewed the formation of the Sustainability Commission to ensure that all related documents and city code were consistent and aligned. During this review, staff found that while the Commission had previously discussed creating bylaws, a draft was never formally presented or adopted. In response, Community Development staff have developed a draft set of bylaws for the Commission’s consideration and approval. This draft was informed by a review of existing bylaws from the City’s Youth Commission, Economic Development Authority (EDA), and Charter Commission. Establishing bylaws is an important step, as it defines the expectations, responsibilities, and operating procedures for the Commission, its members, and supporting city staff. Staff are open to amending the draft bylaws based on Commission feedback but are requesting that the final version be approved at the August 12th Sustainability Commission meeting. Using Robert’s Rules of Order, the Commission can formally amend and adopt the bylaws during the meeting.

RECOMMENDED MOTION(S):
MOTION: Move to approve the Sustainability Commission Bylaws as presented/as amended.

ATTACHMENT(S)

1. Proposed Sustainability Commission Bylaws
2. EDA, Youth and Charter Commission Bylaws